



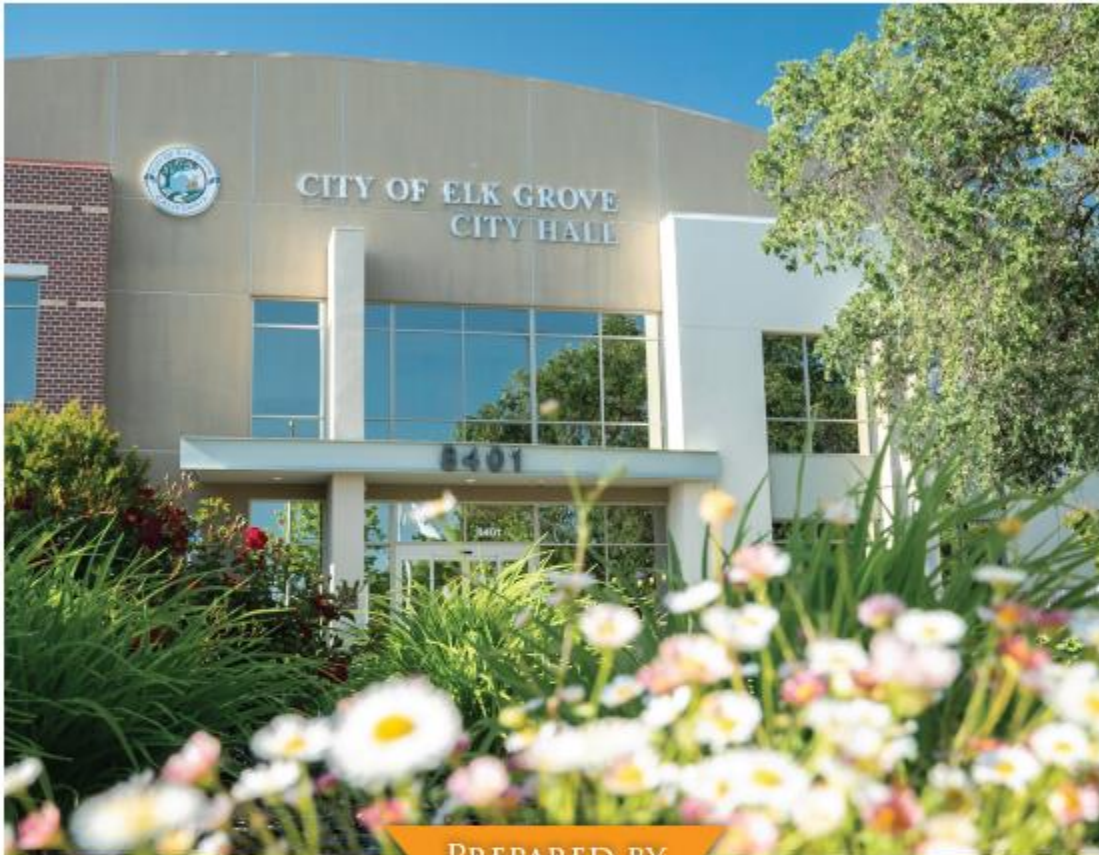
# ANNUAL BUDGET

CITY OF ELK GROVE, CALIFORNIA



# ANNUAL BUDGET

FISCAL YEAR 2024-2025



PREPARED BY

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CITY OF ELK GROVE

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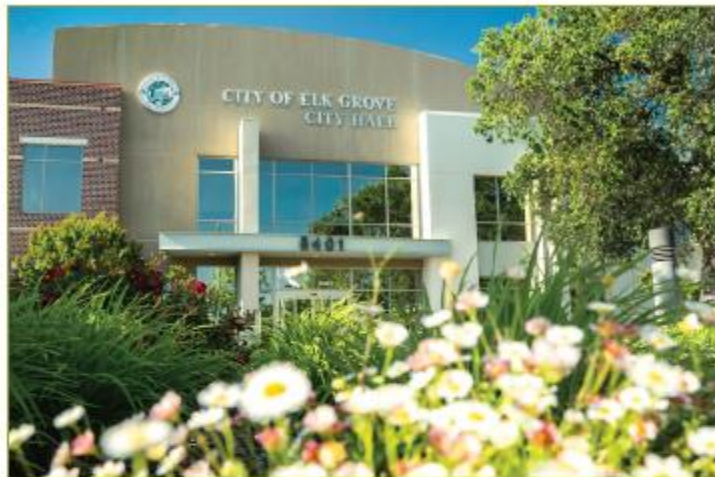


From left to right: Bobbie Singh-Allen, Mayor; Rod Brewer, Vice Mayor; Kevin Spease, Councilmember; Darren Suen, Councilmember; Sergio Robles, Councilmember.



## ADMINISTRATIVE PERSONNEL

2024-2025



Jason Behrmann, City Manager  
Jonathan Hobbs, City Attorney  
Jason Lindgren, City Clerk  
Bobby Davis, Chief of Police  
Kara Reddig, Deputy City Manager  
Matt Paulin, Finance Director  
Jeff Werner, Public Works Director  
Darren Wilson, Development Services Director  
Darrell Doan, Economic Development Director  
Christopher Jordan, Director of Strategic Planning & Innovation  
Nicole Guttridge, Chief Information Officer  
Melissa Rojas, Human Resources Director



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**Note: The City is in the process of completing a Classification study that is anticipated to be completed prior to the adoption of the Fiscal Year 2024-25 Budget. Organizational Charts and Position Control Listings will be included as part of the Adoption Process of the Annual Budget for City Council consideration.**



GOVERNMENT FINANCE OFFICERS ASSOCIATION

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California**

For the Fiscal Year Beginning

**July 01, 2023**

*Christopher P. Morill*

Executive Director

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May 22, 2024

Mayor and Council Members:

I am pleased to submit for your review and consideration the Fiscal Year (FY) 2024-25 Proposed Budget (Budget). The City's proposed General Fund (discretionary) Budget is \$92.4 million for FY 2024-25, which is about \$3.4 million (4%) more than the FY 2023-24 Adopted Budget of nearly \$89 million. The \$3.4 million increase is not associated with Measure E funding. Although technically part of the General Fund, Measure E is budgeted distinctly and separately and is discussed further in the Budget. Budget increases to the General Fund generally reflects the continuing strength of the local and regional economies. The increases are primarily due to:

- The addition of 4 new positions and the full-year cost of positions added during the current fiscal year.
- General salary and benefit increases, along with anticipated step increases for current employees.
- Operational cost increases.
- One-time equipment purchases.

The City has and will continue constructing several noteworthy capital projects reflected in the prior and current Capital Improvement Program (CIP) budgets. As a result, the total Proposed Budget (including CIP) for FY 2024-25, net of transfers and internal service costs, is \$373 million, which is \$24 million (7%) more than the FY 2023-24 Budget of \$349 million. The primary reasons for the increase are the carrying over of unspent budget on Capital Projects in FY 2023-24 into FY 2024-25. Key themes of the proposed FY 2024-25 Budget are noted below:

- Maintains and enhances the level of service to the residents of Elk Grove, with continued focused efforts on public safety, affordable housing/homelessness, traffic, and economic development.
- Establishes a sustainable, structurally balanced fiscal plan throughout the five-year forecast period.
- Provides funding for and programming of City Council Priority Projects.
- Continues to increase reserves based on the adopted General Fund Reserve Policy based on fiscal best practices.

## Financial Overview

**General Fund Reserve Analysis.** On April 24, 2019, the Council adopted the General Fund Economic Uncertainty Reserve target to be between 20% and 25% of adjusted appropriations. This reserve assists the City with navigating future economic uncertainty and cash flow needs while providing an immediate resource for emergencies and disaster recovery. The Council also adopted an additional reserve called the Opportunity Reserve. This reserve adds flexibility as it is available to fund projects, acquisitions, or unforeseen events- the proposed Opportunity Reserve level targets between 0% and 5% of adjusted appropriations. Allocation of reserves beyond the combined Reserve for Economic Uncertainty and Opportunity Reserve level of 30% of adjusted appropriations are allocated to two purposes: 50% to Capital Reserves and 50% to Economic Development, provided that reserve balances in the next budget year are adequately meeting target ranges. Given the financial position of the General Fund presented in the five-year forecast, reserves are expected to meet targets, and allocations to the Capital Reserve and Economic Development are projected to be made in each year of the forecast.

**General Fund Five-Year Projection.** The General Fund forecast assumes minor to modest economic growth and does not account for a formal recession. Despite strong inflation and high interest rates, the U.S. economy and its consumers have stayed resilient. The Federal Reserve increased interest rates three times in 2023 (on top of 7 in 2022) to quell inflation. Their approach may prove to be successful as inflation has slowed and the economy has not gone into recessionary territory. The Bureau of Labor Statistics indicates the 12-month percentage change in the Consumer Price Index in urban areas in April 2024 was 3.4%, while the same measure was 4.9% in April 2023. Single-family residential homes for sale (and related sales) continue to be constrained due to insufficient supply, as homeowners with lower interest rates are reluctant to give up those homes to search for others with higher prices and higher mortgage rates.

Consumer spending and property values typically decline in recessions, which leads to lower City revenues. Sales Tax, Utility Users Tax, and Transient Occupancy Tax could be impacted significantly due to a lack of consumer spending. The City relies heavily on Sales Tax revenues (its largest individual revenue source), of which approximately 30% typically comes from auto sales. If economic activity declines, auto sales and other tax-generating activities will likely decrease. In addition, recessions often result in a declining real estate market, which could significantly impact Property Transfer Tax revenue due to fewer real estate transactions. Declining home values and a slowdown in new home construction would negatively impact Property Taxes, the City's second-largest revenue source. If all the above were to hold during a recession, the General Fund forecast would look very different, with the City having to draw down reserves rather than increase them.

Some key assumptions regarding the General Fund Five-Year Forecast are listed below:

- Given current trends and economic indicators, the City's Sales Tax consultants project slower growth in the near term, ramping up to 3% starting in FY 27 and averaging 3% through FY 29.
- Property Taxes are projected to grow by 4 to 5% starting in FY 26. Increases in property values, new construction, and supplemental property taxes from real estate sales can drive growth in property tax.
- Property Transfer Taxes due on real estate sales are \$1.10 for every \$1,000 of the purchase price of any property sold within City limits. The County of Sacramento keeps half while the City retains the other half. While FY 25 growth is assumed to be flat, and FY 26 only 2%, robust growth of 5% is assumed from FY 27 through FY 29, anticipating a strong recovery in real estate sales from the current market slowdown.
- With changing consumer patterns related to mobile data usage, Utility User Tax revenue expectations are assumed to be flat over the five-year period.
- Transient Occupancy Taxes (TOT) are anticipated to grow 2% annually over the five-year period.
- Cable franchise fee revenues are projected to decline slightly according to industry trends due to more residents opting for internet-based streaming entertainment rather than a traditional cable subscription. Revenues are projected to decline by 2% over the five-year period.
- In line with recent trends, continued growth in Police Services Community Facilities District (CFD) levy revenues is expected over the five-year period as additional properties annex into the CFD.
- Four new positions are budgeted in FY 2024-25, with two in the Animal Services division of the Police Department and one each in the City Manager's Office and Human Resources, respectively. For FY 2026-27 and beyond, six new positions, including sworn and non-sworn officers, are assumed annually.

- Estimated impacts from negotiated compensation agreements are assumed in the forecast.
- The forecast assumes the practice of transferring out Recycling & Waste Franchise Fee revenue as contributions to the Capital Reserve Fund for all years of the forecast.
- Additional payments towards CalPERS unfunded liabilities are included over the five-year period. Any year where CalPERS annual investment earnings miss actuarial assumptions causes PERS payments to increase. Continued accelerated contributions to these unfunded liabilities will mitigate some of the potential increases.

**General Fund Five-Year Forecast**

<b>\$ in 000s</b>	<b>FY 2024-25</b>	<b>FY 2025-26</b>	<b>FY 2026-27</b>	<b>FY 2027-28</b>	<b>FY 2028-29</b>
<b>Beginning Fund Balance</b>	<b>25,247</b>	<b>26,765</b>	<b>27,788</b>	<b>29,019</b>	<b>30,303</b>
Total Revenues	104,080	106,775	110,189	113,628	116,517
Total Expenditures	92,463	96,062	100,227	104,245	109,717
Contributions to/from Fund Balance	11,617	10,713	9,962	9,383	6,800
<b>Initial Ending Fund Balance</b>	<b>36,865</b>	<b>37,478</b>	<b>37,750</b>	<b>38,402</b>	<b>37,103</b>
Transfer to Capital Reserve	(5,050)	(4,845)	(4,365)	(4,049)	(2,589)
Transfer to Economic Development	(5,050)	(4,845)	(4,365)	(4,049)	(2,589)
Adjusted Appropriations	89,215	92,626	96,731	101,010	106,417
<b>Opportunity Reserve - 5%</b>	<b>4,461</b>	<b>4,631</b>	<b>4,837</b>	<b>5,051</b>	<b>5,321</b>
<b>Reserve for Economic Uncertainty - 25%</b>	<b>22,304</b>	<b>23,157</b>	<b>24,183</b>	<b>25,253</b>	<b>26,604</b>
<b>Total Ending Fund Balance</b>	<b>26,765</b>	<b>27,788</b>	<b>29,019</b>	<b>30,303</b>	<b>31,925</b>
Fund Balance as a % of Adjusted Appropriations	30%	30%	30%	30%	30%
Total Ending Fund Balance	26,765	27,788	29,019	30,303	31,925



## Measure E

On November 8, 2022, Elk Grove voters approved Measure E, a new one-cent transactions and use (sales) tax. This approval was the culmination of a yearlong public outreach process undertaken by the City of Elk Grove and the Cosumnes Community Services District. Public outreach included over 75 community meetings, four meetings with a Community Advisory Group, various community outreach mailers, and two public surveys to understand community needs and priorities. Those priorities are:

<b>Community Identified Needs and Priorities</b>
<p><b>Public Safety</b></p> <p><b>Reducing Crime</b> Provide additional public safety resources in order to keep our neighborhoods safe and reduce crime. Increase neighborhood police patrols, ensure the Police Department is attracting, retaining, and adequately equipping public safety professionals and pursue new, innovative approaches to reducing crime.</p> <p><b>Addressing Homelessness</b> Provide resources to address mental health, substance abuse, and job training needs while ensuring our local businesses, residential neighborhoods, and public areas are safe and secure for everyone.</p> <p><b>Improve 911, police, fire, and emergency disaster and emergency medical response</b> Improve 911 emergency response times, at both the Police and Fire Departments, to ensure that calls for service meet national response time standards.</p> <p><b>Enhancing programs to combat youth crime and gang prevention</b> Fund property and violent crime investigation and prevention, and address crimes related to youth and gangs including supporting after school recreational and enrichment programs to keep youth actively engaged and supported for a bright future.</p>
<p><b>Roads and Parks Safety</b></p> <p><b>Maintaining Streets &amp; Traffic</b> Maintain pothole repair and enhance major roads to improve traffic flow and reduce congestion for the safety of all drivers, bikers, and pedestrians, including safe routes for school kids walking or biking.</p> <p><b>Maintaining Parks</b> Maintain and repair public bathrooms, landscaping, sports fields, deteriorating playgrounds and equipment, including security lighting to keep play spaces clean and safe for children and families.</p>
<p><b>Quality of Life</b></p> <p><b>Clean and Safe Public Areas</b> Keep public areas safe and clean for community members as well as visitors. Implement programs that directly impact visual blight as well as ensuring a safe community for all.</p> <p><b>Economic Development</b> Attract and retain local businesses and jobs to ensure a robust local economy.</p>

The Measure E Citizens Oversight Committee met on May 6, 2024, and found that the City's (and CSD's) expenditure plans reflect the needs and priorities identified by the community.

The FY 2025 Measure E Expenditure Plan can be found on page 76 of the Proposed Budget.

## Key Organizational Issues

**Elk Grove Zoo:** On May 8, 2024, the City Council voted to approve the development of a new Zoo in collaboration with the Sacramento Zoological Society. Considered one of the most consequential development projects ever proposed in Elk Grove, a new zoo presents a transformational opportunity to deliver wide-ranging benefits to the City and the greater Sacramento region. The project will now move into the next phase of the design process, which is to develop construction documents. Given the complexities of the project, the City expects that process to take some time. Running parallel with this process would be the Sacramento Zoological Society's efforts to pursue individual, corporate, and partnership funding as required by the financing plan. Completing this fundraising work and participation by the region in this effort is critical to the project schedule and its ultimate completion. An economic impact study commissioned for the project anticipates one-time construction impacts worth \$425 million, and work on the project could result in more than 2,400 jobs. The proposed budget does not contain any cost assumptions regarding the construction and/or operation of the Zoo. Costs associated with the design and construction of the Zoo are not included in this budget due to the timing of the Zoo project approval consideration and timing of the Budget. A separate CIP and Budget amendment will be presented to the City Council for consideration at a later date.

**Compensation.** The Proposed FY 2024-25 Budget accounts for anticipated compensation increases for represented and unrepresented employees. The City is under agreement with the Elk Grove Police Officers Association through June 30, 2026, and has also developed a compensation plan for unrepresented employees that runs through June 30, 2026.

**Long-Term Pension Obligations.** The City has prioritized making additional payments toward the City's CalPERS (California Public Employees Retirement System) unfunded accrued liability (UAL). Since FY 2015-16, the City has made nearly \$13.5 million in payments to CalPERS beyond what is required. The City has also established and funded a Pension Trust to help address these liabilities. Continued annual payments are included in the FY 2024-25 Budget and the General Fund Five-Year Forecast. These accelerated payments help mitigate the future cost impact of CalPERS rate increases and increase the City's funded ratio, which currently sits at approximately 86%. It is expected that the ratio will decrease when the actuarial reports reflecting CalPERS' FY 23 investment gain (5.8%) are released this summer. If CalPERS does not meet its earnings target, that shortfall creates a liability that the City needs to pay. The City's funding level remains within the top 10% of all CalPERS agencies.

**Position Management.** There are 15 new full-time positions budgeted in 2024-25: four funded from Measure E, seven converted from contract to City staff positions, and four positions funded by the City’s General Fund. All of the positions are listed below:

Department	Position	Funding Source
City Manager’s Office	Media and Communications Specialist (working title)	General Fund
Human Resources	Administrative Assistant (conversion from part-time)	General Fund
Police	Registered Veterinary Technician	General Fund
Police	Veterinary Assistant	General Fund
Police	Police Officer (2)	Measure E
Police	Dispatch Supervisor (2)	Measure E
Development Services	Engineering Manager *	Development Fund
Development Services	Senior Civil Engineer *	Development Fund
Development Services	Associate Civil Engineer (2) *	Development Fund
Development Services	Senior Construction Supervisor *	Development Fund
Development Services	Administrative Assistant *	Development Fund
Public Works	Assistant Engineer *	Gas Tax Fund
<b>TOTAL FTE</b>	<b>15</b>	

**Note:** An “\*” to the right of a position title indicates that the position (7 total) is being converted from Contract staff to City staff. Information regarding the six positions being converted specifically in the Development Services department was provided to the Council and the public in Agenda Item 9.3 at the March 27, 2024, City Council meeting.

**Note:** Explanations and justifications for the five positions whose funding source is Measure E are provided in the Measure E section of the Budget.

The four new General-Funded positions are discussed below.

- **Media and Communications Specialist:** As the City strives to be more proactive in its storytelling and communication efforts across all platforms including social media, an additional writing and communications professional is needed to proactively create content that supports the work of City departments and the Council. As Elk Grove and the City organization have grown, new communications platforms have been added to respond to the diminishing effectiveness of mainstream media. A Media and Communications Specialist position is best suited to respond to the increased workforce demands.
- **Administrative Assistant:** The Human Resources department currently has a part-time Administrative Assistant that supports several programs within the department. There is sufficient workload to support the conversion to a full-time position. This position will support the department’s more transactional tasks associated with the multitude of recruitments, training, and organizational development programs the Human Resources department administers.

- **Registered Veterinary Technician & Veterinary Assistant:** The population of animals in the City's Animal Shelter has increased significantly over the past few years, with 31% overall growth. It is expected that this trend will continue in the upcoming fiscal year. This increase in the shelter population means that the veterinary department has to provide treatment and spay/neuter surgery to around 3,000 animals annually, including spay/neuter surgery for an additional 1,000. A staffing study for Animal Services was conducted in August 2023, which identified that adding a full-time Registered Veterinary Technician and Veterinary Assistant was needed to make veterinary services more productive and efficient.

## FY 2024-25 Service Plan

In April 2023, the City Council adopted the following vision statement used to guide the development of this budget document:

***Elk Grove prioritizes a superior quality of life for all that builds upon the community's diversity and heritage through safe, welcoming, and connected neighborhoods, with a variety of residential, educational, and employment choices and amenities that create a sense of place.***

The City Council also adopted four strategic goals that form the basis of the FY 2024-25 service plan. The following section highlights key elements of the service plan for each strategic goal:

***A vibrant community and sustainable economy with diverse businesses and amenities.***

*Facilitate business attraction, retention, and expansion efforts that maximize employment, capital investment, and tax revenues, reduce barriers, and that promote equity and inclusion in entrepreneurship.*

*Facilitate development of enhanced retail, dining, arts and entertainment, hospitality projects and experiences that serve residents and visitors.*

*Ensure public and private development that is high-quality and attractive, contributing to a sense of place.*

*Plan and facilitate development of neighborhoods of varying densities and characteristics - from rural to suburban to urban.*

*Support efforts that further a resilient business community.*

**Economic Development Activities:** The City's Office of Economic Development will continue to administer the City's numerous economic development programs, including the following key activities:

- Manage key programs, including:
  - Façade Improvement Through Exceptional Design Incentive Program (FIX'D)
  - Brewery Restaurant and Winery Incentive Program (BReW)
  - Workforce Readiness Certification Program (WORC)

- Development Impact Fee Deferral Program
  - Startup Elk Grove Incentive Program
  - Third Annual Pitch Elk Grove
  - Conference and Event Grant Program
  - Permit Assistance Smart Start Incentive Program (PASS)
  - Elk Grove Tourism and Marketing District
- Manage key projects, including:
    - Project Elevate – development of a new mixed-use neighborhood and related infrastructure on City-owned property adjacent to District56.
    - The Elk Grove Innovation Center (formerly Tech Hub) – development of a place for technology startups to launch and scale.
    - Grant Line Business Park – continued development of a new 400-acre business park and related infrastructure.
    - Railroad Street Redevelopment – completion of a new urban neighborhood in Historic Downtown.
- Design and launch new programs and projects, including:
    - Startup Mainstreet Incentive Program, supporting traditional small businesses and entrepreneurs.
    - Automall: NEXT, a masterplan detailing modifications and enhancements to the Elk Grove Auto Mall.

**A safe and resilient community.**

*Invest in community safety.*

*Enhance quality of life by ensuring the highest level of public safety through world class service and community collaboration.*

*Engage in fair and impartial interactions with our diverse community and build trust through transparency, inclusiveness, and equity.*

*Plan and prepare for effective emergency operations by employing emerging technologies to better serve our community.*

*Promote a sustainable community and protect the natural environment.*

*Promote solutions to homelessness that align services and shelter with the needs of the population.*

**Homelessness:** The City is exploring long-term locations for an emergency shelter and ways to support permanent housing opportunities for people exiting homelessness. See the Measure E section for additional details.

**Public Safety:**

- The Police Department is expanding its Youth Services Team that targets issues and builds connections with youth in Elk Grove. The Youth Services Team will organize, coordinate, collaborate, and assist with developing and running various youth programs to develop positive relationships with youth in our community. Some of the programs will include sports, education, and prevention.
- The Police Department is adding positions related to training and commercial vehicle enforcement. See the Measure E section for additional details.
- The Police Department is adding two dispatch supervisor positions to align its work with patrol shifts and to provide better support and oversight. See the Measure E section for additional details.
- The Professional Standards Bureau will support the goal of providing a safe and resilient community by meeting the following goals:
  - Reduce sworn vacancy rate to below 5%.
  - Reduce Professional staff vacancy rate to below 10%.
  - Provide Emergency Vehicle Operations Training to all Officers.
  - Provide Pursuit Intervention Training to all Officers.

***A high performing organization***

*Maintain and strengthen the fiscal health and stability of the City.*

*Embrace new ideas and innovation in the delivery of services.*

*Provide responsive and courteous customer service.*

*Promote Diversity, Equity, and Inclusion within the City organization and larger community.*

*Further regional cooperation and collaboration, keeping the City's best interest in mind.*

*Engage the community often and in a transparent and inclusive way.*

*Maximize investments in innovation to improve the lives of residents and streamline operations.*

**Increasing cybersecurity and enhancing data visualization platforms:** In the Information Services Department, staff plans to pursue the following initiatives:

- Continue to enhance the City's Cybersecurity program to adapt to the evolving landscape.
- Implement PowerBi for a citywide effort to support staff in making data-driven decisions.
- Enhance the online services on the City's website for permitting, licensing, and planning projects.
- Continue empowering users with GIS tools and training to support field data collection, staff creation of quick maps for department use, and support the PowerBi data collection with GIS data.
- Modernize the online map functionality for the General Plan and Private Development maps.
- Improving internet resiliency with redundant high-speed connections.
- Continue to develop guiding policies and use cases for AI implementation as part of our ongoing efforts to ensure responsible and ethical use of the technology.

**Performance Indicator Program:** The City has been revamping its performance indicator program, which used to be called the Performance Measure Program. This overhaul is a two-phased effort designed to make the program more effective and insightful. Phase One, which occurred in FY 2022-23, focused on big-picture thinking. Various departments/divisions participated in a strategic planning exercise that involved crafting a unique group vision statement, mission statement, and a set of long-term goals. These statements would become the guiding principles for each group's work. Phase Two, currently underway in FY 2023-24 and extending into FY 2024-25, translates those broad goals into concrete indicators. Each division has developed its unique performance indicators. These performance indicators will directly tie back to the department's nature of business and its long-term goals.

**EG 101 – Civic Engagement Seminar:** Elk Grove 101, an immersive new seven-session course designed to engage, empower, and enlighten community members about their local government. The City of Elk Grove offered this program for the first time in spring 2024 and will be offered again in FY 2025. The course is available to anyone 18 and older who lives or works in Elk Grove.

**Always Improving Mindset (AIM) Academy:** Initiated in FY 2024 with two cohorts of City employees and led by the City's own performance improvement experts, this dynamic program pulls from Lean 6 Sigma, Human-Centered Design, Continuous Quality Improvement, and Change Management approaches to teach participants skills for identifying, analyzing, and solving pain points in their day-to-day work. It also empowers participants to lead from any seat, build winning teams, and deliver exceptional customer service both internally and externally. Combined, these skills reinforce the City of Elk Grove's core values and promote a positive culture. Graduates will receive their black belt in process improvement. Based on the success of the program as a model for other government agencies in the region, the City is considering opening opportunities to other agencies, which would include an opportunity for cost recovery through paid registration.

***A city with infrastructure that meets its current and future needs***

*Improve effectiveness and efficiency of maintenance and operations of City facilities and infrastructure.*

*Implement enhancements to the City's roadways, bicycle and pedestrian routes, and transit system.*

*Provide infrastructure that supports business attraction and expansion.*

*Plan for future transportation technologies and innovations.*

*Align funding with the City's infrastructure goals.*

**Kammerer Road Widening and Extension:** This project is programmed in the current CIP as a two-lane extension of Kammerer Road from Lent Ranch Parkway to Interstate 5 (WTR014). This initial work is the first phase of a larger four-lane project currently in the Environmental Phase. The California Environmental Quality Act (CEQA) work was approved in 2018, and the National Environmental Policy Act (NEPA) document was approved in 2023. The final design and right-of-way acquisition are underway. In May 2024, the City applied for the 2024 Multimodal Projects Discretionary Grant (MPDG) program that's part of the bipartisan Infrastructure Investment and Jobs Act signed by President Biden on November 15, 2021. The total funding request is \$107.2 million with a \$26.8 million local funding match required from the City. The City will continue to pursue other available grant funding opportunities for the project.

**Laguna Creek Inter-Regional Trail:** The Laguna Creek Trail has been identified as the highest-priority trail corridor by the Elk Grove Trails Committee. This regional trail will provide access to various schools, transit, disadvantaged communities, and residential and commercial uses along the corridor. The limits of the trail begin in the rural area of Elk Grove and will follow Laguna Creek in a northwest direction across the City to Franklin Boulevard and the Cycle Track, which connects to a City of Sacramento light rail station and a future passenger rail station. The Inter-Regional Trail has several gaps that need to be closed to function as an inter-regional facility. When complete, this trail will include 7.6 miles within Elk Grove and 2.75 miles within Sacramento.

FY 2024-25 includes further funding for this effort. The Laguna Creek Trail Crossing at State Route 99 Project (WTL016) will construct a Class 1 overcrossing facility for non-motorized transportation over State Route 99. This project received \$2,000,000 from Omnibus Appropriations and was awarded \$6,874,000 in Regional Active Transportation Program funding to fully fund the project through construction. The design contract was awarded in March 2023, and construction is anticipated to be completed in 2026. This segment will connect on the west side of State Route 99 with the Laguna Creek Trail and West Stockton Blvd.

**Laguna Ridge and Southeast Policy Area Parks:** In partnership with the Cosumnes Community Services District (CSD), the City continues to develop parks in Laguna Ridge and the Southeast Policy Area. The City collects fees associated with these parks and holds lands until they can be used for a park. The CSD designs, bids, builds, operates, and maintains the parks. Parks are developed as funds become available from the fees the City collects and when land becomes available. Design on the new 9-acre Mendes Park (WCE034), located in the Mendes Subdivision, and the one-acre Sun Grove Park (WCE012), located within Laguna Ridge, will initiate design in the spring of 2024, with construction anticipated to begin in the summer of 2025. The Madeira East-South Park (WCE013) was funded in 2024 and will begin design later this year.

**Elk Grove Library:** The City purchased the building and site at 9260 Elk Grove Boulevard, formerly occupied by Rite-Aid, in April of 2021 to use as an expanded library. The City secured a Building Forward Grant of \$4,465,374 and received \$3,000,000 in the 2022 California State Budget through a Targeted Grant to fund the 9260 Elk Grove Boulevard Library Improvements Project (WFC046). These funds will be used to remodel the existing building and move library furnishings, fixtures, and equipment from 8900 Elk Grove Boulevard, if needed. Construction is anticipated to begin in the winter of 2024/2025.

**Traffic Congestion Management Plan:** Specific strategies are being identified to efficiently manage the City's traffic system. This includes continuing to fund traffic data collection and analysis and implementing several pilot studies to examine new technologies and traffic management strategies that could make the system more efficient. The Citywide Traffic Signal Enhancement and Congestion Relief Project (WTR094) will provide signal enhancements and congestion relief on major roadways throughout the City. Improvements include upgrading the City's traffic signal communication network with added fiber optic lines and connections to signals as well as enhanced copper ethernet switches, development of an adaptive traffic signal corridor on Elk Grove Boulevard from Backer Ranch Road to Elk Grove-Florin Road, adding video vehicle detection to include advanced dilemma zone detection and improved bicycle and motorcycle detection, as well as more reliable traffic count and turning movement data. The Project also includes replacing traffic signal backplates with new backplates with reflective yellow borders and all 8-inch signal heads with 12-inch heads at 76 intersections. This project was awarded, and construction will begin in the summer of 2024.



## ***Conclusions & Acknowledgments***

I want to acknowledge and thank Budget Manager Nathan Bagwill and Finance and Budget Analysts Matt Ruiz and Cecilia Long for their hard work and dedication in preparing this document. I also want to thank Finance Director Matthew Paulin, Finance Manager Kara Taylor-Seeman, Finance Analyst Renee Autar, and Administrative Analyst Jannet Meyer and other staff throughout the organization for their contributions and support of the Budget team. Additionally, I thank the Mayor and City Council for promoting and supporting fiscally-sustainable practices.

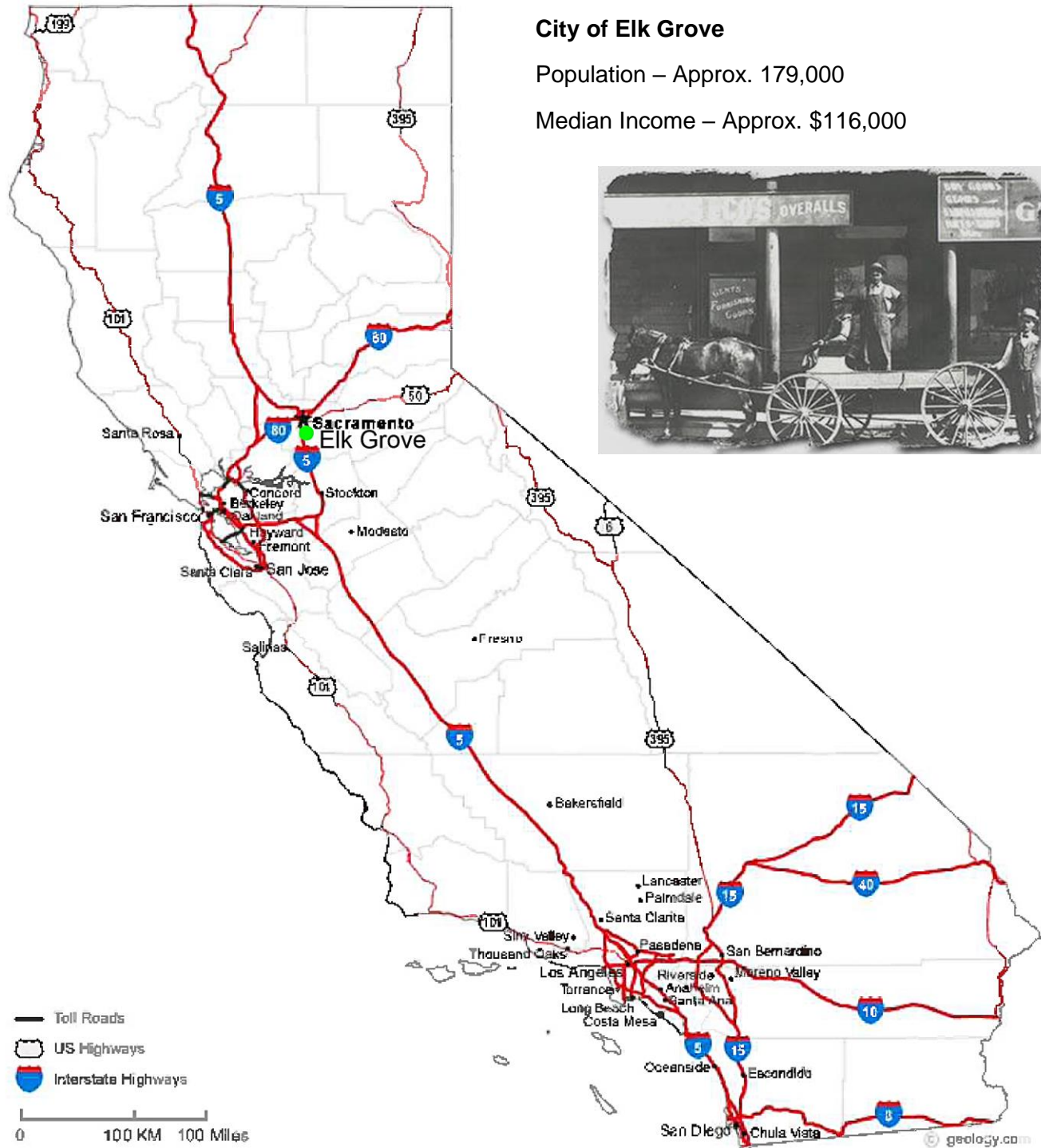
A preview of the Budget will be presented to the Council at the May 22 Council meeting, with an opportunity for questions, comments, and direction. Staff will present the Budget for further discussion, deliberation, and possible adoption at the June 12th Council meeting. The Budget may be adopted on June 12th or June 26th.

My staff and I look forward to working with you as you review the proposed budget. During your review, please contact me with any questions you or the public may have concerning the Proposed FY 2024-25 Budget.

Respectfully submitted,



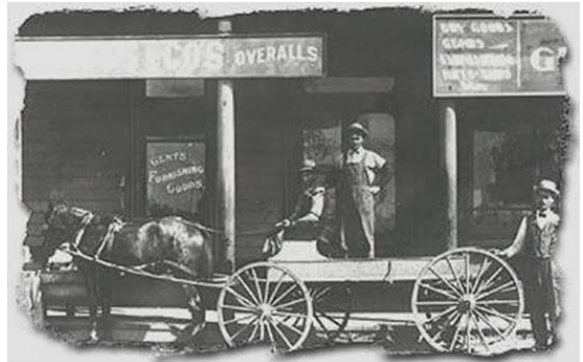
Jason A. Behrmann  
City Manager



### City of Elk Grove

Population – Approx. 179,000

Median Income – Approx. \$116,000



**History**

In 1850, Elk Grove was established as a hotel stage stop. It is located about 15 miles south of historic Sutter’s Fort and thus became a crossroads for business, entertainment, mail service, and agriculture, and acted as a home base for gold miners in nearby communities. After it played its part in the early gold rush and statehood history in California, a close-knit community evolved with a distinctly rural and western lifestyle. Elk Grove had its start in agriculture, which is still a big part of the area’s lifestyle today, with vineyards and small-scale dairy, cattle, and row crops. Despite its proximity to California’s capital city, Elk Grove remained quietly independent of Sacramento’s growth and development as it expanded into adjoining countywide areas until the 1980s. In the 1980s, growth began to find Elk Grove as new housing and retail development made its way south to the area. In 2000, Elk Grove incorporated and became its own city. At incorporation, the population was approximately 60,000 people. Today, the population is approaching 180,000, and Elk Grove is a thriving community with a sustainable economy. Growth has brought change, but Elk Grove has not lost sight of its proud heritage and continues to plan for a vibrant and bright future.

**Modern Elk Grove**

Today Elk Grove is a vibrant and fast-growing high-quality suburban community of approximately 179,000 people. Located 14 miles south of the California State Capitol in the State’s affordable Central Valley. Elk Grove is a young, ethnically diverse, modern family- and business-friendly community, with low crime, excellent schools, 100 community parks, excellent dining and shopping options, numerous annual community events and festivals, and over 270 sunny days per year. The median household income is \$101,776, the median home value is \$684,000, and 62% of adults over 25 are college-educated.

**Type of Government**

Elk Grove is a general law city under the laws of the State of California and operates under the Council-Manager form of governance. Elk Grove is in the 7th Congressional District, the 10th State Assembly District, the 8th State Senate District, and the 5th County Supervisorial District. Elk Grove’s Mayor is elected citywide every two years, while its City Council members are elected by district every four years. Elk Grove operates its own Development Services, Public Works, Finance, and Police Departments and is also served by the Elk Grove Unified School District and the Cosumnes Community Services District, which provides fire and emergency medical and parks and recreation services. The City’s current elected officials and their term expirations are as follows:



<b>Name/Office</b>	<b>Term Expiration</b>
Bobbie Singh-Allen, Mayor	2024
Rod Brewer, Vice Mayor	2026
Sergio Robles, Councilmember	2026
Kevin Spease, Councilmember	2024
Darren Suen, Councilmember	2024

**Elk Grove’s Economy**

While we are rooted in agriculture and California’s gold rush, and later suburban services and retail, today, there are substantial and thriving high technology, medical and life sciences, advanced manufacturing, government, and hospitality sectors throughout the City. Major corporations like Apple, AllData, Kubota, the State of California, Cardinal Health, Costco, Amazon, Kaiser, Sutter, Dignity, and UC Davis call Elk Grove home. Commercial rents and land costs are affordable and the City has virtually no seismic risk.

**Key Businesses**

(The determination of what qualifies as a Key Business is a hybrid of employment, tax revenue, and facility size.)

- |                        |                                      |
|------------------------|--------------------------------------|
| Amazon                 | Apple                                |
| AutoZone               | California Northstate University     |
| Cardinal Health        | City of Elk Grove                    |
| Costco                 | Cosumnes Community Services District |
| Cosumnes River College | Dignity Health                       |
| Elk Grove Buick GMC    | Elk Grove Ford                       |
| Elk Grove Honda        | Elk Grove Kia                        |
| Elk Grove Toyota       | Elk Grove Unified School District    |
| Enterprise Car Sales   | Extended Stay America                |
| ForAnyAuto Group       | GNB KL Group                         |
| Hampton Inn & Suites   | Hilton Garden Inn                    |
| Holiday Inn Express    | International Paper                  |
| Kubota Tractors        | Kaiser Permanente                    |
| Lasher Auto Group      | Maita Chevrolet                      |
| Mi Rancho              | Niello BMW Elk Grove                 |
| RVs of Sacramento      | Slakey Brothers                      |
| State of California    | Sutter Health                        |
| UC Davis Health        | Universal Custom Display             |
| Sky River Casino       |                                      |

**Top 25 Sales Tax Producers**

- Apple
- Best Buy
- Costco
- Elk Grove Buick/GMC
- Elk Grove Ford
- Elk Grove Hyundai
- Elk Grove Toyota
- Grantline Arco
- Kohls
- Niello BMW
- Ross
- Slakey Brothers
- Walmart
- Bel Air Market
- Chevron
- EG Dodge/Jeep/Chrysler/Audi/VW/Subaru
- Elk Grove Chrysler/Dodge/Jeep/Ram
- Elk Grove Honda
- Elk Grove Kia
- Enterprise Rent A Car
- Home Depot
- Maita Chevrolet
- Nissan/Mazda of Elk Grove
- Shell Gas Station
- Target

## **City Council Mission, Vision, and Goals**

The involvement of the City Council in instituting direction is essential to the budget process. The mission, vision, and goals provide overarching and long-term direction to staff, help determine the allocation of resources, and establish priorities.

The City Council developed the following mission, vision, and goals for Fiscal Year 2024-25 during their Strategic Planning sessions on March 10, 2023, and adopted them on April 12, 2023. The Council goals are the driving force behind all budget recommendations made by the City Manager and City Staff in presenting this budget document for Council consideration.

## **CITY COUNCIL MISSION AND VISION STATEMENTS AND GOALS FOR FISCAL YEAR 2024-25**

### **MISSION**

Provide exceptional services that enhance the quality of life for our residents and promote a thriving economy in an efficient and cost-effective manner.

### **VISION**

Elk Grove prioritizes a superior quality of life for all that builds upon the community's diversity and heritage through safe, welcoming, and connected neighborhoods, with a variety of residential, educational, and employment choices and amenities that create a sense of place.

### **GOALS**

#### **A vibrant community and sustainable economy with diverse businesses and amenities**

- Facilitate business attraction, retention, and expansion efforts that maximize employment, capital investment, and tax revenues, reduce barriers, and that promote equity and inclusion in entrepreneurship.
- Facilitate development of enhanced retail, dining, arts and entertainment, hospitality projects and experiences that serve residents and visitors.
- Ensure public and private development that is high-quality and attractive, contributing to a sense of place.
- Plan and facilitate development of neighborhoods of varying densities and characteristics - from rural to suburban to urban.
- Support efforts that further a resilient business community.

**A safe and resilient community**

- Invest in community safety.
- Enhance quality of life by ensuring the highest level of public safety through world class service and community collaboration.
- Engage in fair and impartial interactions with our diverse community and build trust through transparency, inclusiveness, and equity.
- Plan and prepare for effective emergency operations by employing emerging technologies to better serve our community.
- Promote a sustainable community and protect the natural environment.
- Promote solutions to homelessness that align services and shelter with the needs of the population.

**A high performing and financially stable City government**





- Maintain and strengthen the fiscal health and stability of the City.
- Embrace new ideas and innovation in the delivery of services.
- Provide responsive and courteous customer service.
- Promote Diversity, Equity, and Inclusion within the City organization and larger community.
- Further regional cooperation and collaboration, keeping the City's best interest in mind.
- Engage the community often and in a transparent and inclusive way.
- Maximize investments in innovation to improve the lives of residents and streamline operations.

**A city with infrastructure that meets its current and future needs**





- Improve effectiveness and efficiency of maintenance and operations of City facilities and infrastructure.
- Implement enhancements to the City's roadways, bicycle and pedestrian routes, and transit system.
- Provide infrastructure that supports business attraction and expansion.
- Plan for future transportation technologies and innovations.
- Align funding with the City's infrastructure goals.

### PRIORITY PROJECTS

**Note:** Projects are not listed in order of priority or importance.

Row ID	Priority Project	Description of work effort during two-year planning period	Responsible Departments		Goals Implemented by this Project/Action			
			Lead	Support	 Vibrant community and sustainable economy	 Safe and resilient community	 High performing and financially stable City government	 City Infrastructure
<b>A</b>	<b>Civic Amenities</b>							
A1	Elk Grove (Old Town) Library	Complete tenant improvements for the relocated Elk Grove Library Branch.	Public Works	Strategic Planning and Innovation	✓			
A2	New Zoological Park in Elk Grove	Complete schematic design and environmental review for the proposed New Zoo in Elk Grove and consider project approvals.	Strategic Planning and Innovation	Public Works, Finance	✓			
<b>B</b>	<b>Transportation</b>							
B1	Kammerer Road: Extend from Bruceville Road to I-5	Complete environmental review, right of way acquisition and begin final design for the extension of Kammerer Road from Bruceville Road to I-5.	Public Works	-	✓	✓		✓
B2	Whitelock Parkway Interchange	Continue project design and environmental review. Construction forecast for 2030.	Public Works	-	✓			✓
B3	Elk Grove Blvd Streetscape Phase 2	Complete utility coordination, right of way acquisition and final design, and begin construction of the widening, beautification, and mobility improvements of Elk Grove Blvd. from School Street to Waterman Road.	Public Works	-	✓			✓
B4	Expand traffic signal communication network	Complete upgrades to traffic signal cabinets and connect to fiber optic and/or cellular service to increase bandwidth to improve signal synchronization and traffic operations and reduce congestion.	Public Works	IT, Police		✓	✓	✓
B5	Implement adaptive traffic signal control pilot project	Upgrade equipment and traffic operations software and deploy a pilot adaptive traffic signal program for Elk Grove Boulevard from Elk Grove-Florin to Bruceville.	Public Works	IT		✓	✓	✓
B6	Light Rail Extension to Elk Grove	Update the corridor master plan/precise plan for future extension of Light Rail into Elk Grove.	Strategic Planning and Innovation	Public Works	✓			✓
B7	Passenger Inter-City Rail Services	Continue coordination with San Joaquin Regional Rail Commission on station design and construction.	Strategic Planning and Innovation	Public Works, Dev. Services	✓			✓
B8	Laguna Creek Trail at Highway 99 Overcrossing	Complete design, environmental review, and pursue grant opportunities for the construction of a new pedestrian/bicycle overcrossing of Highway 99 at Laguna Creek.	Public Works	Strategic Planning and Innovation	✓	✓		✓
B9	Lotz and Promenade Parkway Extensions	Complete design and environmental review for extension of Lotz Parkway from Whitelock Parkway to Kyler Road, and Promenade Parkway from the SMUD substation to Lotz Parkway.	Public Works	Strategic Planning and Innovation, Dev. Services	✓			✓
<b>C</b>	<b>Community Development</b>							
C1	Railroad Street	Continue efforts to revitalize the Railroad Street corridor with restaurant, entertainment, and residential uses.	Economic Dev.	Dev. Services	✓			✓
C2	Update the Old Town Special Planning Area	Complete a comprehensive update to the Old Town Special Planning Area.	Strategic Planning and Innovation	Dev. Services, Economic Dev.	✓			



Row ID	Priority Project	Description of work effort during two-year planning period	Responsible Departments		Goals Implemented by this Project/Action			
			Lead	Support	 Vibrant community and sustainable economy	 Safe and resilient community	 High performing and financially stable City government	 City Infrastructure
C3	Project Elevate	Continue efforts with the City's preferred development partner to undertake the project creating a mixed-use neighborhood at the City property at Big Horn and Elk Grove Boulevard. Develop a multi-phase construction plan and a retail plan that provides diverse dining and entertainment options.	Economic Dev.	Strategic Planning and Innovation, Dev. Services	✓			
C4	Kammerer Road Corridor Urban Design Study Implementation	Complete/adopt revisions to the General Plan, SEPA Community Plan, and Zoning to implement the Kammerer Road Urban Design Study.	Strategic Planning and Innovation	Economic Dev., Dev. Services, Public Works	✓			
C5	Implement programs that address homelessness in Elk Grove	Explore funding or other forms of support for housing and services for people experiencing homelessness. Prepare a needs assessment. Consider funding programs from Measure E.	Dev. Services	-	✓	✓		
C6	Further development of affordable housing in Elk Grove	Undertake programs and implement policies that further the development of housing for all income levels, including lower and middle income. Pursue development of four City-owned housing opportunities. As part of future fee program updates, continue to implement changes that reflect the proportional costs.	Dev. Services	Strategic Planning and Innovation	✓	✓		
C7	Southeast Industrial Area/Grant Line Road Business Park	Facilitate infrastructure completion and marketing efforts that further development in the Southeast Industrial Area.	Economic Dev., Public Works	Strategic Planning and Innovation, Dev. Services, Finance	✓			✓
C8	Complete an update to the City's Climate Action Plan	Complete the 5-year update to the Climate Action Plan.	Strategic Planning and Innovation	Dev. Services	✓	✓		
C9	Regional Sewer Study	In partnership with Regional San and SASD, prepare a regional sewer study that looks at the near-term and long-term sewer needs for Elk Grove south of Elk Grove Boulevard and west of Highway 99, including future annexation areas.	Strategic Planning and Innovation	Dev. Services, Public Works, Economic Dev.	✓			✓
C10	Old Town Library Reuse	Develop a plan and process for the disposition and/or future use of the current Old Town Library in preparation for the future move to the Rite Aid building.	Strategic Planning and Innovation	Economic Dev.	✓	✓		
C11	Citywide telecommunication/broadband improvements	Facilitate improved telecommunications/broadband access for residences and businesses.	Strategic Planning and Innovation	Public Works, Economic Dev.	✓	✓		✓
D	<b>Community Safety</b>							
D1	Continue efforts to address the potential for regional flooding	Continue seeking partnerships and funding to address long-term flooding potential in the Elk Grove area.	Public Works, City Manager	Strategic Planning and Innovation, Dev. Services		✓	✓	

D2	GPS based emergency vehicle signal preemption pilot program	With Cosumnes CSD, undertake a pilot program for GPS based emergency vehicle routing and signal preemption to improve Fire and EMS response times.	Public Works	Information Services, Police		✓		
D3	Community Service Centers	Investigate development of community service centers, one each in eastern and western Elk Grove for the City's neighborhood-focused Problem Oriented Policing teams.	Police	Public Works		✓		✓
D4	School Resource Officer Partnership	Study expansion of School Resource Officers with Elk Grove Unified School District.	Police	-		✓		
E	<b>City Operations</b>							
E1	Police Department Campus improvements and expansion	Complete improvements to 8380, 8400, Studio Court, and Iron Rock and evaluate timing of future expansion needs.	Public Works	Police		✓		✓
E2	Continue efforts of promoting Diversity, Equity, and Inclusion within City government, as well as in the community	Continue diversity and inclusion efforts within the City organization and expand programs into the community.	City Manager	-	✓		✓	
E3	Maintain Elk Grove's roadways in a state of good repair	Identify opportunities to enhance pavement management efforts with new Measure E revenues.	Public Works	Finance			✓	✓
E4	Fleet Electrification	Complete the Electric Vehicle Transition Plan for City operations and undertake Phase 1 improvements to City facilities and begin Pilot/Phase 1 deployment of electric vehicles.	Strategic Planning and Innovation, Public Works	Police, Finance		✓	✓	✓
E5	City Hall Improvements	Complete safety improvements to, and undertake design for a remodel of, City Hall at 8401 Laguna Palms Way to accommodate future growth.	Public Works	All		✓		✓
E6	Community Engagement Program Development	Implement the recommendations/initiatives of the Smart City Plan and develop a Community Engagement Toolkit and training resources for City staff.	City Manager	All		✓	✓	
E7	Continuous Improvement Program	Develop and implement a Continuous Improvement Program for City staff, which provides staff training, tools, and resources to make data driven decisions and improve service delivery.	Strategic Planning and Innovation	All			✓	
E8	Digital improvements to customer service	Improve the digital experiences for City customers on our "online services" portion of the City's website (e.g., online applications).	Information Services	Finance, Dev. Services, Public Works, Police, Public Affairs	✓		✓	
E9	Measure E Year 1 Expenditure Plan	In partnership with Cosumnes Community Services District develop a Year 1 Measure E expenditure plan and MOU for Measure E revenue based on community identified priorities.	Finance	Police, Public Works, Economic Dev., Dev. Services	✓	✓	✓	✓

## Budget Strategies

To implement the Council's mission, vision, and goals identified, staff has enlisted the strategies below in making budget decisions:

- **Strategic Focus** – The City's financial management should be strategic, reflecting the Council's and the community's priorities for service while providing resources that realistically fund routine operations.
- **Fiscal control and accountability** – The City's financial activities should be fiscally sound and accountable to the City Council through the City Manager.
- **Clarity** – The City's financial planning and reporting should be clear and easy to understand so that all participants, the Council, the community, and staff can productively participate in decision-making.
- **Long-term planning** – The City's financial planning should include information regarding the long-term allocation of resources.
- **Flexible and cost-effective service delivery** – The City's financial management practices should encourage a mission-driven organization that responds quickly and straightforwardly to community demands. The City's management should flexibly engage in opportunities to deliver better service, proactively monitor revenues, and cost-effectively manage ongoing operating costs.

## Annual Budget and Financial Plan

The City Manager (or designee) will present an annual budget and financial plan and periodic financial information to the City Council stemming from the following areas:

- Actual revenues, expenditures, reserve balances, and fund balances for the prior fiscal year. Total Fund Balance is the difference between assets and liabilities in any given fund as of a given point in time. Available Fund Balance is the portion of the Total Fund Balance that is available to be programmed toward expenditures with proper consideration of projected future revenues.
- Estimated revenues, expenditures, reserve balances, and fund balances for the current and following fiscal year.
- Articulated priorities and service levels to be achieved by the organization over the next year.
- Long-range financial plans, which will include projected revenues, expenditures, and reserve balances for the next five years.
- Capital Improvement Program for the next five years.

The City's annual budget represents the official financial and organizational plan by which the City's policies, programs, and resources are implemented for the ensuing fiscal year. It is also a strategic and financial plan of services to be provided to the citizens of Elk Grove.

## **Budget Development and Calendar**

The budget is prepared by City staff under the direction of the City Manager.

During the winter of every budget year, the Budget Manager provides information to department managers on the City's financial condition and establishes general parameters for budget submittal. The Mid-Year Budget Update provided to City Council in February reflects the budgetary status of the City at that point in time.

In January and February, department managers prepare their operating and capital budget requests following the general parameters. The Budget staff reviews each manager's requests and proposals and then formulates them into a "Proposed Budget." The Proposed Budget is reviewed by the Finance Director and the City Manager before submission to the City Council. According to the Council adopted Fiscal Policy (see Fiscal Policy section), the Proposed Budget is balanced when expenditures are equal to or less than the sum of total revenues and the use of reserves.

In late May, a presentation is scheduled for the City Council to receive information and public input regarding the Proposed Budget. As early as the first Council meeting in June, the Proposed Budget can be adopted by Council resolution and becomes the City's action plan for the ensuing fiscal year. If the City Council decides not to adopt a Budget by July 1, the City Council may elect one of the following courses of action until the adoption of a Budget and the appropriation of funds occurs:

- Provide the City Manager with Continuing Resolution Authority to allow continued services at expenditure levels not greater than those levels approved in the prior year budget; or
- Require staff to obtain prior approval for the expenditure (disbursement) of City funds.

Before adoption of the budget, the electronic version of the Proposed Budget is made available online on the City's website. Once the Proposed Budget is adopted, copies of the City's Adopted Budget are considered public records and are made available to the public upon request. The electronic version of the Adopted Budget is made available online on the City's website, replacing the Proposed Budget.

The calendar below shows the general budget timelines and process in brief for Fiscal Year 2024-25 Budget preparation.

Date	Item
December	Capital improvement project requests due
January	Cost allocation plan development
March	Department budget & personnel requests due
March	Community grant applications due to City Staff
April	Community grants awarded by City Council
April	Special event sponsorship applications due to City Staff
April	Special event sponsorship grants awarded by City Council
April	Capital Improvement Program reviewed by Planning Commission
May	Present Proposed Budget and Capital Improvement Program to City Council and provide opportunity for public comment
June	Conduct City Council Public Hearing and opportunities for Budget adoption

**Appropriation Control**

Appropriations of fiscal resources are the responsibility of the City Council and the City Manager.

Appropriations requiring Council action are:

- An increase or decrease to the overall City Budget, unless directed otherwise by Council resolution.
- Transfers between funds, unless directed otherwise by Council resolution.
- Appropriation of reserves, unless directed otherwise by Council resolution.
- Inter-fund multi-year loan commitments where the loan principal is over \$500,000.
- Transfers between Capital Improvement Projects, unless otherwise directed by Council resolution.

Appropriations requiring City Manager action are:

- An increase or decrease to the overall City Budget per authority granted by Council resolution.
- Transfers within a fund, between or within a department
- Transfers between funds, only as authorized by Council resolution.
- Appropriation of reserves as directed by Council resolution.
- Transfers between Capital Improvement Projects as directed by Council.

## **Administration**

Detailed budget reports are available and accessible by City staff for distribution to the City Council, the City Manager, department managers, support staff, and the public by request. These reports can be organized by department, division, and line item showing the authorized budget amount, expenditures, and encumbrances. As a matter of policy, expenditures cannot exceed the appropriated budget. During the fiscal year, it may become necessary to amend, transfer, or adjust the amounts appropriated in the adopted budget. Any subsequent appropriation of additional monies for a fiscal year or transfer of appropriations between funds in the operating budget or among capital projects requires approval by the City Council unless otherwise directed by Council resolution.

## **Basis of Budgeting**

The budget and the Annual Comprehensive Financial Report are developed on a modified accrual basis, consistent with Generally Accepted Accounting Principles (GAAP). Under the modified accrual basis, revenues are recognized when they are measurable and available. “Measurable” means the amount can be determined, and “available” means collectible within a given fiscal year and up to 60 days after. Expenditures are recorded when the related fund liability is incurred. The exception to the above-modified accrual basis is for enterprise funds such as Recycling & Waste and Drainage. A full accrual basis is used for these funds where revenues are recognized when received or earned.

## Citywide Performance Indicator Program

The City of Elk Grove has been revamping its performance indicator program, which used to be called the Performance Measure Program. This overhaul is a two-phased effort designed to make the program more effective and insightful.

Phase One, which occurred in FY 2022-23, focused on big-picture thinking. Various departments/divisions participated in a strategic planning exercise that involved crafting a unique group vision statement, mission statement, and a set of long-term goals. These statements would become the guiding principles for each group's work.

Phase Two, currently underway in FY 2023-24 and extending into FY 2024-25, translates those broad goals into concrete indicators. Each division has developed its unique performance indicators. These performance indicators will directly tie back to the department's nature of business and its long-term goals.

The City is taking a comprehensive approach to performance indicators. There will be a mix of internal and external indicators, meaning some will track activities within the department, and others will measure the department's impact on the City as a whole. Additionally, the frequency of measurement will vary. Some indicators will be tracked quarterly, while others will be measured annually to assess long-term progress. The specific factors considered when choosing these measurement frequencies include how often data is reported, overall availability and quality of data, how the data will be used, and other relevant departmental considerations. The City has highlighted some of the key indicators and the data collected in FY 2023-24 to showcase the various indicators being used. The City is developing an interactive dashboard that will present data points alongside clear visualizations. This dashboard will uncover trends and patterns, allowing users to easily understand the data's story, and will be available on the City's website starting in FY 2024-25.

This revamped performance indicator program signifies a commitment to data-driven decision-making within the City. By setting clear goals and tracking progress with relevant measures and indicators, the City can ensure its departments work effectively towards a shared vision.

**Note:** The data in the table reflects actual year-to-date for fiscal year quarters 1, 2, and 3, and a projection/estimate for quarter 4. The final fiscal year actuals will be posted in the FY2025-2026 budget book.

## PERFORMANCE INDICATOR PROGRAM

Department/Division	Indicator Name	FY 2023-24 (estimate) <sup>1</sup>	Target <sup>2</sup>
<b>CITY MANAGER'S OFFICE</b>			
Ask Elk Grove	Percentage of city issues reported through Trak-it are closed within 3 business days	62.21%	80%
District56	Total revenue generated	\$411,888	\$415,000
Economic Development	Total number of jobs added	508	-
Economic Development	Percentage of commercial vacancy rate - industrial	0.75%	-
Economic Development	Percentage of commercial vacancy rate - retail	2.72%	-
Human Resources	Turnover Rate: All FTE employees	3.38%	<4%
Human Resources	Diversity of city staff - by gender	Female: 47.88%, Male: 51.89%, Non-Binary:0.23%	N/A
Human Resources	Diversity of city staff - by race and ethnicity	American Indian/Alaskan Native- 0.52%, Asian- 13.26%, Black/African American- 7.68%, Hispanic/Latino- 19.30%, Native Hawaiian/Other Pacific Islander- 0.50%, Two or More Races- 2.10%, Other-0.68%, White-55.96%	N/A
Public Affairs	Total attendance at City produced and sponsored events.	201,784	250,000
Public Affairs	Total number of unique visits to city website	908,921	1,000,000
Public Affairs	Total number of subscribers on City's social media accounts	134,304	N/A
Risk Management	Percentage of insurance requests completed within 5 business days	93.75%	98%

<sup>1</sup> Actuals will be reported in the next FY.

<sup>2</sup> Not all indicators have defined target values.

## PERFORMANCE INDICATOR PROGRAM

Department/Division	Indicator Name	FY 2023-24 (estimate)	Target
CITY MANAGER'S OFFICE			
Strategic Planning and Innovation	National Community Survey: Overall confidence in local government <sup>3</sup>	49%	58%
Strategic Planning and Innovation	Number of staff per training - continuous improvement program	24	30

Department/Division	Indicator Name	FY 2023-24 (estimate)	Target
CITY CLERK'S OFFICE			
City Clerk's Office	Percentage of public records timely published and distributed	98.29%	100%

Department/Division	Indicator Name	FY 2023-24 (estimate)	Target
FINANCE			
Accounting	Percentage of funds being reconciled and analyzed	75%	100%
Budget	General Fund Reserves as a percent of Adjusted Appropriations	41.80%	N/A
Purchasing	Total number of requisitions processed	-	-
Finance	Outstanding debt as a percentage of General Fund revenue	3.71%	3.72%
Finance	Total number of business licenses processed	3007	3000

<sup>3</sup> The National Community Survey is conducted every two years. This data is from 2021.



## PERFORMANCE INDICATOR PROGRAM

Department/Division	Indicator Name	FY 2023-24 (estimate)	Target
POLICE DEPARTMENT			
Police Department	Average response time to Priority 1 calls in minutes	5.45 minutes	<5 minutes
Police Department	Total number of 911 calls received in the Communications Center	53,422	N/A
Police Department	Total number of DUI arrests	460	544
Police Department	Total number of proactive compliance and warrant operations	217	-
Police Department	Total number of homeless camping clean-ups involving the Homeless Outreach Team	145	-
Police Department	Total number of animals spayed/neutered	2093	1500

Department/Division	Indicator Name	FY 2023-24 (estimate)	Target
Development Services			
Building	Total number of building permits issued	7,245	7,400
Building	Percentage of building permits issued using <a href="#">eTrakit</a>	60%	60%
Code Enforcement	Average number of days to perform work for reported graffiti problems	25	15
Code Enforcement	Percentage of cases closed with voluntary compliance	95%	90%
Housing	Percentage of multifamily land developed as affordable units <sup>4</sup>	18%	-
Housing	Percentage of new units created that are affordable <sup>5</sup>	31.85%	10%
Development Engineering	Percentage of development engineering plans approved within 3 plan checks	50%	50%
Planning	Percentage of projects with complete determinations made	48%	-
Planning	Percent of applications submitted on 1st submittal with proper materials to proceed with project review	41%	-

## PERFORMANCE INDICATOR PROGRAM

Department/Division	Indicator Name	FY 2023-24 (estimate)	Target
Public Works			
Public Works	Percentage of open positions filled in current fiscal year	33%	100%
Capital Improvements	Total number of capital improvement project contracts awarded	22	24
Capital Improvements	Average number of bids received per project advertised	3.72	3
Drainage Engineering	Total number of outreach events attended by Drainage Engineering staff	3	4
Drainage Engineering	Average number of days taken to respond to post-storm, flood-related complaints	1.62	2
Facilities and Fleet	Average number of facilities tickets closed within 24 hours	59.6	35
Facilities and Fleet	Total number of miles driven (for the whole fleet)	1,919,401	1,919,400
Operations and Maintenance	Average number of days taken to respond to resident and service requests	2.88	5
Permits	Average number of days to review Encroachment permits	8.42	10
Recycling and Waste	Total amount of grant funding received	\$532,470	N/A
Recycling and Waste	Total Annual Diversion Rate	55.60%	55.60%
Traffic Engineering	Number of traffic calming or speed control requests received	81	120
Traffic Engineering	Number of roadways where traffic calming measures/devices were implemented	21	25

## General Fund Five-Year Forecast

### Introduction

The City recognizes the need to look beyond the next fiscal year to develop long-range financial plans that are sustainable and structurally balanced. As with any forecast, the further out one projects, the less reliable the forecast will likely be due to unknown factors. For example, if actual General Fund revenues in Fiscal Year 2024-25 come in at 99% of the anticipated level, then the City would realize about \$1 million less revenue than projected.

A forecast based on known factors, reasonable estimates, and assumptions, combined with contextual analysis of risks and opportunities, is a valuable decision-making tool. The forecast is intended to help guide resource prioritization and decision-making in the longer term. In addition, scenarios that would require a re-evaluation of the forecast should they come to fruition during the term have been discussed. This forecast represents a baseline scenario for all long-range financial plans.

The following tables encompass the City's Five-Year General Fund Forecast, which does not include Measure E funding discussed separately in the Measure E section. The bottom lines of the expenditure forecast show the annual appropriations from and to fund balances and the resulting fund balance projections. Following the forecast are the assumptions used to develop the forecast model. Following the assumptions is a qualitative analysis of risks and opportunities the City faces in the short-term to long-term that may impact the forecast.

GENERAL FUND FIVE YEAR FORECAST REVENUE PROJECTIONS							
Revenues	FY 23 Actuals	YE 24	FY 25	FY 26	FY 27	FY 28	FY 29
Sales Tax [1]	38,333,652	37,894,018	38,193,734	39,572,631	40,848,710	42,133,210	42,976,000
Property Tax	16,993,369	17,390,268	17,973,426	18,702,516	19,565,041	20,483,773	21,471,258
Property Tax in Lieu of Vehicle License Fee	16,642,708	17,458,201	18,373,510	19,119,475	20,002,795	20,942,926	21,954,469
Property Transfer Tax	795,599	845,000	845,000	862,000	887,000	905,000	931,000
Utility Users Tax	5,855,109	6,368,000	6,711,188	6,711,000	6,711,000	6,711,000	6,711,000
Transient Occupancy Tax	3,092,038	2,530,000	2,814,223	2,871,000	2,928,000	2,987,000	3,047,000
Recycling & Waste Franchise Fee	1,565,365	1,581,000	1,777,453	1,848,600	1,922,500	1,999,400	2,019,400
Cable & Gas Franchise Fee	1,202,369	940,195	900,000	882,000	864,000	847,000	830,000
Investment Income	1,725,486	2,800,000	2,135,000	1,600,000	1,600,000	1,500,000	1,250,000
Business Licenses & Misc.	522,648	404,934	346,500	353,430	360,499	367,709	367,709
Mello Roos - Police Services [2]	10,711,424	6,035,000	7,490,168	7,640,000	7,793,000	7,949,000	8,108,000
Governance [3]	5,942,569	4,050,593	4,616,214	4,709,000	4,803,000	4,899,000	4,948,000
Public Protection	1,620,609	1,767,287	1,830,298	1,830,000	1,830,000	1,830,000	1,830,000
Code Enforcement	100,386	147,913	73,100	73,000	73,000	73,000	73,000
<b>Total Revenue</b>	<b>\$ 105,711,358</b>	<b>\$100,212,408</b>	<b>\$ 104,079,814</b>	<b>\$ 106,774,652</b>	<b>\$ 110,188,545</b>	<b>\$ 113,628,017</b>	<b>\$ 116,516,836</b>
<b>Revenue Increase</b>	<b>N/A</b>	<b>-5.2%</b>	<b>3.9%</b>	<b>2.6%</b>	<b>3.2%</b>	<b>3.1%</b>	<b>2.5%</b>

[1] Sales Tax assumptions and forecasts are provided by the City's Sales Tax consultant(s).

[2] Annual increases are associated with revenue increases in the Police Services CFD Funds. FY 23 included a one-time drawn down of reserves.

[3] Governance is comprised of revenues from General Cost Allocation plan, City Manager, Old Town Plaza, City Clerk, Human Resources, special events, and also compensation from Recycling & Waste funds for a Code Enforcement officer position dedicated to Recycling & Waste services. FY 23 included one-time revenues from the Risk Management Fund, returning prior-year unspent budget savings and overcharged amounts in prior-year Internal Services Fund Allocation Plans.

## FIVE YEAR FORECASTS

Expenditure Category	EXPENDITURE PROJECTIONS					
	YE 24	FY 25	FY 26	FY 27	FY 28	FY 29
Salaries	35,057,114	40,895,405	44,522,485	46,594,945	48,751,683	51,790,657
PERS Payroll Deductions	5,770,557	5,815,544	6,087,000	6,369,000	6,664,000	6,973,000
PERS Unfunded Accrued Liability	1,069,333	1,595,078	1,500,000	1,500,000	1,500,000	1,650,000
Other Benefits	13,344,859	14,814,543	15,565,000	16,353,000	17,180,000	18,049,000
<b>Total Salaries and Benefits</b>	<b>\$ 55,241,862</b>	<b>\$ 63,120,570</b>	<b>\$ 67,674,485</b>	<b>\$ 70,816,945</b>	<b>\$ 74,095,683</b>	<b>\$ 78,462,657</b>
Operations	11,074,405	10,929,845	11,367,039	11,821,721	12,294,590	12,786,373
Internal Services	11,119,945	12,166,984	12,654,000	13,161,000	13,688,000	14,236,000
Revenue Neutrality	3,364,131	2,067,650	-	-	-	-
Debt Service - Laguna Palms	323,279	323,279	323,279	323,279	-	-
Debt Service - Animal Shelter [1]	906,012	906,012	906,012	906,012	906,012	906,012
Debt Service - Old Town Pavilion	160,000	160,000	160,000	160,000	160,000	160,000
Debt Service - City Facility Improvements	188,175	188,175	188,175	188,175	188,175	188,175
Debt Service - Zoo	-	-	-	-	-	-
Special Project Funding	1,400,000	1,450,000	1,508,000	1,568,300	1,631,000	1,696,200
Sales Tax Sharing Agreement [2]	-	-	-	-	-	-
Transfers [3]	2,457,584	30,000	30,600	31,212	31,836	31,836
Long-Range Strategic Planning	841,263	50,000	150,000	150,000	150,000	150,000
Capital Outlay / One-Time expenditures	348,784	170,000	200,000	200,000	200,000	200,000
Contributions to Unfunded Liabilities	900,000	900,000	900,000	900,000	900,000	900,000
<b>Remaining Expenditures</b>	<b>\$ 33,083,578</b>	<b>\$ 29,341,945</b>	<b>\$ 28,387,105</b>	<b>\$ 29,409,699</b>	<b>\$ 30,149,613</b>	<b>\$ 31,254,596</b>
<b>Total Expenditures</b>	<b>\$ 88,325,440</b>	<b>\$ 92,462,515</b>	<b>\$ 96,061,590</b>	<b>\$ 100,226,644</b>	<b>\$ 104,245,296</b>	<b>\$ 109,717,254</b>
<b>Expenditure Increase</b>	<b>-2.9%</b>	<b>4.7%</b>	<b>3.9%</b>	<b>4.3%</b>	<b>4.0%</b>	<b>5.2%</b>
<b>Contributions from Fund Balance for One-Time expenditures</b>	<b>(2,590,047)</b>	<b>(1,670,000)</b>	<b>(1,858,000)</b>	<b>(1,918,300)</b>	<b>(1,981,000)</b>	<b>(2,046,200)</b>
<b>Remaining Contributions from/to Fund Balance</b>	<b>14,477,015</b>	<b>13,287,299</b>	<b>12,571,062</b>	<b>11,880,201</b>	<b>11,363,721</b>	<b>8,845,782</b>
<b>Adjusted Appropriations [4]</b>	<b>\$ 84,157,927</b>	<b>\$ 89,215,049</b>	<b>\$ 92,626,124</b>	<b>\$ 96,730,878</b>	<b>\$ 101,010,109</b>	<b>\$ 106,416,867</b>
<b>Initial Ending Fund Balance</b>	<b>\$ 39,756,044</b>	<b>\$ 36,864,677</b>	<b>\$ 37,477,577</b>	<b>\$ 37,749,738</b>	<b>\$ 38,401,984</b>	<b>\$ 37,102,615</b>
<b>Transfer to Capital Reserve</b>	<b>(7,254,333)</b>	<b>(5,050,081)</b>	<b>(4,844,870)</b>	<b>(4,365,237)</b>	<b>(4,049,476)</b>	<b>(2,588,777)</b>
<b>Transfer to Economic Development</b>	<b>(7,254,333)</b>	<b>(5,050,081)</b>	<b>(4,844,870)</b>	<b>(4,365,237)</b>	<b>(4,049,476)</b>	<b>(2,588,777)</b>
<b>Opportunity Reserve</b>	<b>4,207,896</b>	<b>4,460,752</b>	<b>4,631,306</b>	<b>4,836,544</b>	<b>5,050,505</b>	<b>5,320,843</b>
<b>Reserve for Economic Uncertainty</b>	<b>21,039,482</b>	<b>22,303,762</b>	<b>23,156,531</b>	<b>24,182,720</b>	<b>25,252,527</b>	<b>26,604,217</b>
<b>Future Reserve Target Support</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Fund balance as % of Adj. Appropriations	47.2%	41.3%	40.5%	39.0%	38.0%	34.9%
Opportunity Reserve	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%
Reserve for Economic Uncertainty	25.0%	25.0%	25.0%	25.0%	25.0%	25.0%
Future Reserve Target Support	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Transfer-out fund balance % over 30%	17.2%	11.3%	10.5%	9.0%	8.0%	4.9%
Transfer of reserves	14,508,666	10,100,163	9,689,740	8,730,474	8,098,952	5,177,554
Total % over 30%	17.2%	11.3%	10.5%	9.0%	8.0%	4.9%

[1] Amounts also include debt service payments toward the Reardon Park debt Issuance that the Laguna Ridge Parks Fee fund is responsible for. The General Fund will be reimbursed for this expense once sufficient Laguna Ridge Park fee funding is available.

[2] FY 23 included the payoff of the sales tax sharing agreement with The Ridge EG East, LP.

[3] FY 23 included a one-time transfer-out to the Capital Reserve fund to support Council priority projects.

GENERAL FUND FIVE YEAR FORECAST					
BASELINE ASSUMPTIONS					
Revenue Category	FY 25	FY 26	FY 27	FY 28	FY 29
Sales Tax [1]	1%	1%	3%	3%	3%
Property Taxes	3%	4%	5%	5%	5%
Property Taxes in Lieu VLF	3%	4%	5%	5%	5%
Property Transfer Taxes	0%	2%	5%	5%	5%
City Share of Property Tax	90%	100%	100%	100%	100%
Utility Users Tax	0%	0%	0%	0%	0%
Transient Occupancy Tax	2%	2%	2%	2%	2%
Recycling & Waste Franchise Fees	1%	4%	4%	4%	4%
Cable and Gas Franchise Fee	-2%	-2%	-2%	-2%	-2%
Mello Roos - Police Services	27%	2%	2%	2%	2%
Governance	14%	2%	2%	2%	2%
Public Protection	4%	0%	0%	0%	0%
Code Enforcement	-51%	0%	0%	0%	0%

[1] Sales Tax assumptions and forecasts are provided by the City's Sales Tax consultant(s).

Expenditure Category	FY 25	FY 26	FY 27	FY 28	FY 29
Salary Costs [1]	17.2%	8.9%	4.7%	4.6%	4.6%
PERS Rates Increases	10%	0%	0%	0%	0%
PERS Payroll Deductions	28.9%	8.9%	4.7%	4.6%	4.6%
PERS Unfunded Accrued Liabilities	49%	49%	-6%	0%	0%
Health Care Premium Increases [2]	6.5%	6.5%	6.5%	6.5%	6.5%
Operations	-0.8%	4.0%	4.0%	4.0%	4.0%
New Sworn Police Staff per Year	-	2	2	2	2
New Non-Sworn City Staff per Year [3]	4	4	4	4	4

[1] 4 new positions budgeted in FY 26 along with GSI's based on negotiated agreements. A 3% GSI is assumed annually for all employees starting in FY 26, along with new positions.

[2] Based on historical medical cost trends over the past several years.

[3] FY25 is based on Department Requests. FY 26 through FY 29 are based on projected staffing needs.

**Revenue Assumptions:**

- Given current trends and economic indicators, the City's Sales Tax consultants project slower growth in the near term, ramping up to 3% starting in FY 27 and averaging 3% through FY 29.
- Property Taxes are projected to grow by 4 to 5% starting in FY 26. Increases in property values, new construction, and supplemental property taxes from real estate sales can drive growth in property tax.
- Property Transfer Taxes due on real estate sales are \$1.10 for every \$1,000 of the purchase price of any property sold within City limits. The County of Sacramento keeps half while the City retains the other half. While FY 25 growth is assumed to be flat, and FY 26 only 2%, robust growth of 5% is assumed from FY 27 through FY 29, anticipating a strong recovery in real estate sales from the current market slowdown.
- With changing consumer patterns related to mobile data usage, Utility User Tax revenue expectations are assumed to be flat over the five-year period.
- Transient Occupancy Taxes (TOT) are anticipated to grow 2% annually over the five-year period.
- Cable franchise fee revenues are projected to decline slightly according to industry trends due to more residents opting for internet-based streaming entertainment rather than a traditional cable subscription. Revenues are projected to decline by 2% over the five-year period.
- In line with recent trends, continued growth in Police Services Community Facilities District (CFD) levy revenues are expected over the five-year period as additional properties annex into the CFD.
- None of the above assumptions address any recessionary impacts if such an event were to occur. Hence, the above forecast does not assume a recession scenario. Staff has analyzed recession-sensitive revenue sources and potential impacts on those resources during a recession. Therefore, staff is prepared to amend future budgets and forecasts to respond to an economic downturn should one arise during the fiscal year.

**Expenditure Assumptions:**

- Four new positions are budgeted in FY 25, two of which are in the Animal Services division of the Police Department, and the other two are in the City Manager's Office and Human Resources, respectively. For FY 26 and beyond, the addition of 6 new positions, including sworn and non-sworn officers, is assumed annually.
- Estimated impacts from negotiated compensation agreements are assumed in the forecast.
- The forecast assumes the practice of transferring out Recycling & Waste Franchise Fee revenue as contributions to the Capital Reserve Fund for all years of the forecast (see the Special Project Funding line).
- Additional payments towards CalPERS unfunded liabilities are included over the five-year period. Any year where CalPERS annual investment earnings miss actuarial assumptions could cause PERS payments to increase. Continued accelerated contributions to these unfunded liabilities will mitigate some of the potential increases.

## **Risks to the Forecast**

This section is intended to provide context to the forecast. If realized, the circumstances discussed in this section could significantly negatively impact the General Fund. As such, they are left out of the baseline. If circumstances surrounding each unfold, they can be added to the baseline forecast.

### **Recession**

**General Fund Five-Year Projection.** The General Fund forecast assumes minor to modest economic growth and does not account for a formal recession. Despite strong inflation and high interest rates, the U.S. economy and its consumers have stayed resilient. The Federal Reserve increased interest rates three times in 2023 (on top of 7 in 2022) to quell inflation. Their approach may prove to be successful as inflation has slowed and approached the Fed's 2% goal, and the economy has not gone into recessionary territory. The Bureau of Labor Statistics indicates the 12-month percentage change in the Consumer Price Index in urban areas in April 2024 was 3.4%, while the same measure was 4.9% in April 2023. Single-family residential homes for sale (and related sales) continue to be constrained due to insufficient supply, as homeowners with lower interest rates are reluctant to give up those homes to search for others with higher prices and higher mortgage rates.

Consumer spending and property values typically decline in recessions, which leads to lower City revenues. Sales Tax, Utility Users Tax, and Transient Occupancy Tax could be impacted significantly due to a lack of consumer spending. The City relies heavily on Sales Tax revenues (its largest individual revenue source), of which approximately 30% typically comes from auto sales. If economic activity declines, auto sales and other tax-generating activities will likely decrease. In addition, recessions often result in a declining real estate market, which could significantly impact Property Transfer Tax revenue due to fewer real estate transactions. Declining home values and a slowdown in new home construction would negatively impact Property Taxes, the City's second-largest revenue source. If all the above were to hold during a recession, the General Fund forecast would look very different, with the City having to draw down reserves rather than increase them.

### **Long-Term Pension Obligations**

In July 2021, the CalPERS Board of Administration lowered the discount rate from 7% to 6.8% due to its Funding Risk policy. The CalPERS Board of Administration voted in April of 2024 to revise this policy that automatically increases employer contributions during unexpected market surges. The policy now requires a Board discussion if the assumed rate of return exceeds 2%. The Board could still choose to reduce the discount rate. However, the amendments put the decision-making authority back in the hands of the Board and opened the process up for stakeholder engagement. The preliminary 5.8% net investment return stands in contrast to the prior fiscal year, when global financial volatility led to the fund's first negative net return since the Great Recession. When factoring in CalPERS' discount rate of 6.8% — comparable to an assumed annual rate of return — and the 2022-23 preliminary return of 5.8%, the estimated funded status now stands at 72%. Continued annual payments are included in the FY 2024-25 Budget and the General Fund Five-Year Forecast. These accelerated payments help mitigate the future cost impact of CalPERS rate increases and increase the City's funded ratio, which currently sits at approximately 86%. The ratio will decrease when the actuarial reports reflecting CalPERS' FY 23 investment gain (5.8%) are released this summer. If CalPERS does not meet its earnings target, that shortfall creates a liability that the City needs to pay. The City's funding level remains within the top 10% of all CalPERS agencies.

### Elk Grove Zoo

On May 8, 2024, the City Council voted to approve the development of a new Zoo in collaboration with the Sacramento Zoological Society. Considered one of the most consequential development projects ever proposed in Elk Grove, a new zoo presents a transformational opportunity to deliver wide-ranging benefits to the City and the greater Sacramento region. The project will now move into the next phase of the design process, which is to develop construction documents. Given the complexities of the project, the City expects that process to take some time. The City and Society also need to develop cost-sharing and operating agreements. Running parallel with this process would be the Sacramento Zoological Society's efforts to pursue individual, corporate, and partnership funding as required by the Financing Plan. The Financing Plan is reliant on \$93 million in City funds, primarily \$63 million from three General Fund Reserve accounts: the Capital Reserve Fund, the Economic Development Fund, and the General Fund Opportunity Reserve. These discretionary reserves are used for special projects, acquisitions, or other needs the City Council identifies. These funds are separate from the Economic Uncertainty Reserve, or "rainy day fund", which assists with navigating future economic uncertainty, cash flow needs, and emergency and disaster recovery (the current balance is \$22.7 million). The contribution from these three funds would utilize the entire fund balance as of June 30, 2023. The Financing Plan also envisions the need to procure approximately \$114.5 million in bond financing. At today's tax-exempt rates (around 4.25%), and assuming the City's current "AA" credit rating, the associated annual debt service would be approximately \$7.8 million. The Society would contribute \$2.5 million, with the City contributing the remaining \$5.3 million. The City would utilize a combination of Wilton Rancheria payments and funds that have been "freed up" by paying off other debt obligations to make its debt service payments. The proposed budget does not contain any cost assumptions regarding the construction and/or operation of the Zoo.



### **Economic Development and Capital Reserve Five Year Forecasts**

Per the City's Reserve Policy, when the City successfully retains a Reserve for Economic Uncertainty beyond 25% and an Opportunity Reserve beyond 5% of Adjusted Appropriations for a given Budget Year, the closeout of the Fiscal Year will include the reallocation (transfer-out) of reserves over the 30% for two purposes: 50% to Capital Reserves and 50% to Economic Development Programs. Maintaining the target funding level for the reserves in the next Fiscal Year will be considered before a transfer of reserves is initiated. Below are projected financial impacts on the Economic Development and Capital Reserve Funds:

- General Fund reserves over 30% over the five-year period are assumed to be transferred to these funds.
- Contributions from the General Fund from the Recycling & Waste Franchise Fee revenue to the Capital Reserve Fund for special projects are assumed for all five years of the forecast.

Below are five-year forecasts for the Economic Development and Capital Reserve funds:

<b>ECONOMIC DEVELOPMENT BUSINESS INCENTIVE FIVE YEAR FORECAST</b>						
<b>Beginning Available Fund Balance:</b>	<b>\$ 13,606,749</b>	<b>\$ 20,799,428</b>	<b>\$ 25,599,509</b>	<b>\$ 30,194,379</b>	<b>\$ 34,309,616</b>	<b>\$ 38,109,092</b>
	<b>FY 24 YE</b>	<b>FY 25</b>	<b>FY 26</b>	<b>FY 27</b>	<b>FY 28</b>	<b>FY 29</b>
General Fund Economic Development Funding	-	-	-	-	-	-
<b>Total Revenue</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Expense Category</b>	<b>FY 24 YE</b>	<b>FY 25</b>	<b>FY 26</b>	<b>FY 27</b>	<b>FY 28</b>	<b>FY 29</b>
Large Business Incentive Program [1]	-	250,000	250,000	250,000	250,000	250,000
Consulting and Professional Service Costs	61,654	-	-	-	-	-
<b>Total Expenses</b>	<b>\$ 61,654</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>
<b>General Fund Reserve Policy Contribution</b>	<b>\$ 7,254,333</b>	<b>\$ 5,050,081</b>	<b>\$ 4,844,870</b>	<b>\$ 4,365,237</b>	<b>\$ 4,049,476</b>	<b>\$ 2,588,777</b>
<b>Total Fund Balance</b>	<b>\$ 20,799,428</b>	<b>\$ 25,599,509</b>	<b>\$ 30,194,379</b>	<b>\$ 34,309,616</b>	<b>\$ 38,109,092</b>	<b>\$ 40,447,869</b>
[1] There are no major incentive deals planned at this time. These amounts are placeholders for potential spending.						
<b>Available Fund Balance w/o GF Policy Contribution</b>	<b>\$ 13,545,095</b>	<b>\$ 13,295,095</b>	<b>\$ 13,045,095</b>	<b>\$ 12,795,095</b>	<b>\$ 12,545,095</b>	<b>\$ 12,295,095</b>

**GENERAL CAPITAL RESERVE FIVE YEAR FORECAST**

<b>GENERAL CAPITAL RESERVE FIVE YEAR FORECAST</b>						
<b>Beginning Available Fund Balance:</b>	<b>\$ 45,424,986</b>	<b>\$ 53,526,661</b>	<b>\$ 59,064,367</b>	<b>\$ 65,686,862</b>	<b>\$ 71,890,024</b>	<b>\$ 77,840,125</b>
	<b>FY 24 YE</b>	<b>FY 25</b>	<b>FY 26</b>	<b>FY 27</b>	<b>FY 28</b>	<b>FY 29</b>
General Fund Contribution Special Project Funding	1,400,000	1,450,000	1,508,000	1,568,300	1,631,000	1,696,200
Loan Repayment - Streetlighting Project	372,595	269,625	269,625	269,625	269,625	269,625
Other Revenues	73,185	-	-	-	-	-
<b>Total Revenue</b>	<b>\$ 1,845,780</b>	<b>\$ 1,719,625</b>	<b>\$ 1,777,625</b>	<b>\$ 1,837,925</b>	<b>\$ 1,900,625</b>	<b>\$ 1,965,825</b>
<b>Expense Category</b>	<b>FY 24 YE</b>	<b>FY 25</b>	<b>FY 26</b>	<b>FY 27</b>	<b>FY 28</b>	<b>FY 29</b>
Capital Projects						
WCE022 - Old Town Plaza Phase 2 and 3	10,000	-	-	-	-	-
WCE038-NEW-City Entry Identification Project		65,000				
WCE040-NEW-Public EV Charging Infrastructure		113,000				
WCE041-NEW-Fleet EV Charging Infrastructure		113,000				
WDR052 - Southeast Industrial Storm Drain Improvements	-		-	-	-	-
WFC004 - Elk Grove Multi-Sport Park Complex		-	-	-	-	-
WFC038 - 8380 Improvements	60,670		-	-	-	-
WFC039 - 8400 Improvements	525,055		-	-	-	-
WFC040 - 8401 Campus Improvements		55,000	-	-	-	-
WFC045 - 10190 Iron Rock Way Tenant Improvements	131,293		-	-	-	-
WFC046 - 9260 Elk Grove Boulevard Library Improvements			-	-	-	-
WTL016 - Laguna Creek Trail - Crossing at SR99	3,282	886,000	-	-	-	-
WTR012 - Old Town Streetscape Phase II	32,531		-	-	-	-
WTR049 - Railroad Street Improvements	5,000		-	-	-	-
Minor Capital Projects	230,607					
Operations and Special Projects						
<b>Total Expenses</b>	<b>\$ 998,438</b>	<b>\$ 1,232,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>General Fund Reserve Policy Contribution</b>	<b>\$ 7,254,333</b>	<b>\$ 5,050,081</b>	<b>\$ 4,844,870</b>	<b>\$ 4,365,237</b>	<b>\$ 4,049,476</b>	<b>\$ 2,588,777</b>
<b>Total Fund Balance</b>	<b>\$ 53,526,661</b>	<b>\$ 59,064,367</b>	<b>\$ 65,686,862</b>	<b>\$ 71,890,024</b>	<b>\$ 77,840,125</b>	<b>\$ 82,394,727</b>
<b>Available Fund Balance w/o GF Policy Contribution</b>	<b>\$ 46,272,328</b>	<b>\$ 46,759,953</b>	<b>\$ 48,537,578</b>	<b>\$ 50,375,503</b>	<b>\$ 52,276,128</b>	<b>\$ 54,241,953</b>

**GAS TAX FIVE YEAR FORECAST**

<b>Beginning Available Fund Balance</b>	<b>\$ 4,000,096</b>	<b>\$ 3,800,804</b>	<b>\$ 855,792</b>	<b>\$ 520,683</b>	<b>\$ 955,214</b>	<b>\$ 1,849,075</b>
	<b>FY 24 YE</b>	<b>FY 25</b>	<b>FY 26</b>	<b>FY 27</b>	<b>FY 28</b>	<b>FY 29</b>
Highway User Tax	5,046,376	5,114,288	5,211,668	5,251,733	5,307,264	5,363,405
<b>Total Revenue</b>	<b>\$ 5,046,376</b>	<b>\$ 5,114,288</b>	<b>\$ 5,211,668</b>	<b>\$ 5,251,733</b>	<b>\$ 5,307,264</b>	<b>\$ 5,363,405</b>
<b>Expense Category</b>	<b>FY 24 YE</b>	<b>FY 25</b>	<b>FY 26</b>	<b>FY 27</b>	<b>FY 28</b>	<b>FY 29</b>
Salaries & Benefits	1,267,591	1,485,570	1,559,849	1,637,841	1,719,733	1,805,720
Operations & Maintenance	2,642,260	2,522,288	2,584,674	2,738,488	2,357,643	3,028,972
Capital Projects	615,248	3,339,581	1,106,000	-	-	-
Minor Capital Projects	-	70,000	70,000	70,000	70,000	70,000
Overhead Allocation	720,569	641,861	226,255	370,872	266,026	222,316
<b>Total Other Expenses</b>	<b>\$ 5,245,668</b>	<b>\$ 8,059,301</b>	<b>\$ 5,546,777</b>	<b>\$ 4,817,201</b>	<b>\$ 4,413,402</b>	<b>\$ 5,127,009</b>
<b>Fund Balance Contribution</b>	<b>\$ (199,292)</b>	<b>\$ (2,945,012)</b>	<b>\$ (335,110)</b>	<b>\$ 434,532</b>	<b>\$ 893,861</b>	<b>\$ 236,397</b>
<b>Fund Balance</b>	<b>\$ 3,800,804</b>	<b>\$ 855,792</b>	<b>\$ 520,683</b>	<b>\$ 955,214</b>	<b>\$ 1,849,075</b>	<b>\$ 2,085,472</b>

**Forecast Comments****Revenues**

The State of California imposes per-gallon excise taxes on gasoline and diesel fuel, sales taxes on gasoline and diesel fuel, and registration taxes on motor vehicles with allocations dedicated to transportation purposes. The local (city and county) portions of these allocations flow through the Highway Users Tax Account (HUTA) and the Road Maintenance and Rehabilitation Account (RMRA) which allocates much of the revenue from the Road Repair and Accountability Act of 2017 (SB1 Beall) (League of California Cities, 2018).

Recently, fuel prices have increased steeply, but the price of fuel no longer directly affects local streets and road revenues because all HUTA and RMRA rates are per gallon, regardless of price. The forecast assumes modest annual growth.

**Expenditures**

The above forecast factors in Capital Outlay Project costs from the Capital Improvement Program and continued Operations and Maintenance spending on curbs, gutters, sidewalks, pavement, markings, potholes, and preventative maintenance.

Capital project expenditures in the forecast include projects such as Old Town Streetscape Phase II and Bike and Pedestrian Crossing Improvements.

**SENATE BILL 1 - STREETS AND ROADS FIVE YEAR FORECAST**

<b>Beginning Available Fund Balance</b>	<b>\$ 5,689,505</b>	<b>\$ 3,305,669</b>	<b>\$ 1,428,103</b>	<b>\$ 1,689,080</b>	<b>\$ 1,687,167</b>	<b>\$ 1,736,688</b>
	<b>FY 24 YE</b>	<b>FY 25</b>	<b>FY 26</b>	<b>FY 27</b>	<b>FY 28</b>	<b>FY 29</b>
Senate Bill 1 - Local Streets & Roads	4,402,304	4,653,358	4,762,077	4,799,187	4,850,621	4,902,620
<b>Total Revenue</b>	<b>\$ 4,402,304</b>	<b>\$ 4,653,358</b>	<b>\$ 4,762,077</b>	<b>\$ 4,799,187</b>	<b>\$ 4,850,621</b>	<b>\$ 4,902,620</b>
<b>Expense Category</b>	<b>FY 24 YE</b>	<b>FY 25</b>	<b>FY 26</b>	<b>FY 27</b>	<b>FY 28</b>	<b>FY 29</b>
Operating Expenses	1,091	1,100	1,100	1,100	1,100	1,100
Capital Projects	6,785,049	6,529,824	4,500,000	4,800,000	4,800,000	4,800,000
Overhead Allocation	-	-	-	-	-	-
<b>Total Other Expenses</b>	<b>\$ 6,786,140</b>	<b>\$ 6,530,924</b>	<b>\$ 4,501,100</b>	<b>\$ 4,801,100</b>	<b>\$ 4,801,100</b>	<b>\$ 4,801,100</b>
<b>Fund Balance Contribution</b>	<b>\$ (2,383,836)</b>	<b>\$ (1,877,566)</b>	<b>\$ 260,977</b>	<b>\$ (1,913)</b>	<b>\$ 49,521</b>	<b>\$ 101,520</b>
<b>Fund Balance</b>	<b>\$ 3,305,669</b>	<b>\$ 1,428,103</b>	<b>\$ 1,689,080</b>	<b>\$ 1,687,167</b>	<b>\$ 1,736,688</b>	<b>\$ 1,838,208</b>

**Forecast Comments**

On April 28, 2017, the Governor signed Senate Bill 1 (SB1) (Beall, Chapter 5, Statutes of 2017), which is known as the Road Repair and Accountability Act of 2017. The purpose and intention of the Act is to address basic road maintenance, rehabilitation, and critical safety needs on both the state highway and local streets and road systems, as well as provide transit assistance. The above forecast illustrates the City's projected revenue and expenditures related to the Local Streets and Roads funding of the Road Maintenance and Rehabilitation Account (RMRA) package.

Despite lower fuel consumption, scheduled rate increases stipulated in SB1 have kept local allocations of revenue growing at a modest pace. The California Department of Finance projects year-over-year growth for all years in the forecast. The majority of Capital Project spending in the forecast is on pavement rehabilitation, slurry sealing, and resurfacing.

**CFD 2005-1 MAINTENANCE SERVICES FIVE YEAR FORECAST**

<b>Beginning Available Fund Balance</b>	<b>\$ 10,810,069</b>	<b>\$ 9,515,371</b>	<b>\$ 8,113,479</b>	<b>\$ 6,827,634</b>	<b>\$ 5,559,832</b>	<b>\$ 4,285,307</b>
	<b>FY 24 YE Est.</b>	<b>FY 25</b>	<b>FY 26</b>	<b>FY 27</b>	<b>FY 28</b>	<b>FY 29</b>
Direct Levy	4,343,045	4,625,496	5,026,502	5,416,659	5,798,585	6,178,368
D56 Operating Revenues	703,000	748,000	766,700	785,868	805,514	825,652
Other Revenues	294,659	222,494	242,633	209,228	176,378	143,329
<b>Total Revenue</b>	<b>\$ 5,340,703</b>	<b>\$ 5,595,990</b>	<b>\$ 6,035,835</b>	<b>\$ 6,411,755</b>	<b>\$ 6,780,477</b>	<b>\$ 7,147,349</b>
<b>Expense Category</b>	<b>FY 24 YE Est.</b>	<b>FY 25</b>	<b>FY 26</b>	<b>FY 27</b>	<b>FY 28</b>	<b>FY 29</b>
Salaries and Benefits	726,888	788,989	820,549	853,370	887,505	923,006
D56 Admin Operations	25,600	26,600	27,930	29,327	30,793	32,332
Aquatic Center Operations	1,109,000	1,244,366	1,306,584	1,371,914	1,440,509	1,512,535
Avenue and Veterans Grove at D56 Operations	412,760	386,300	405,615	425,896	447,191	469,550
The Center at D56 Operations	312,040	313,200	328,860	345,303	362,568	380,697
The Preserve at D56 Operations	408,452	334,200	350,910	368,456	386,878	406,222
Laguna Ridge Operations & Maintenance	3,209,709	3,434,328	3,606,044	3,786,347	3,975,664	4,174,447
Other Administrative	8,403	12,100	9,923	10,419	10,940	11,487
Overhead Allocation	422,550	457,799	465,264	488,528	512,954	538,602
<b>Total Other Expenses</b>	<b>\$ 6,635,402</b>	<b>\$ 6,997,882</b>	<b>\$ 7,321,679</b>	<b>\$ 7,679,558</b>	<b>\$ 8,055,002</b>	<b>\$ 8,448,877</b>
<b>Fund Balance Contribution</b>	<b>\$ (1,294,698)</b>	<b>\$ (1,401,892)</b>	<b>\$ (1,285,845)</b>	<b>\$ (1,267,803)</b>	<b>\$ (1,274,525)</b>	<b>\$ (1,301,528)</b>
<b>Fund Balance</b>	<b>\$ 9,515,371</b>	<b>\$ 8,113,479</b>	<b>\$ 6,827,634</b>	<b>\$ 5,559,832</b>	<b>\$ 4,285,307</b>	<b>\$ 2,983,779</b>

**Forecast Comments**

Community Facilities District (CFD) 2005-1 Maintenance Services is used to pay a portion of maintenance costs associated with public infrastructure in the Laguna Ridge area. Maintenance costs in this CFD may include public parkways, public parks, open space, landscape setbacks, bikeways, and other paths, landscaped medians in and adjacent to roadways, maintenance, and operation of a community center, recreation center, sports facilities, cultural arts center, water features, and maintenance of other related facilities.

Revenues for this fund come from property tax levies that are assessed on properties annexed within the district's geographical boundary. The number of annexed properties in Laguna Ridge continues to grow due to the development of new infrastructure in the area. Further public and private infrastructure development is anticipated in future years, resulting in revenue growth. However, as more parks and other amenities have been constructed, the costs to operate and maintain them have also increased. The levy assessed on these properties was levied at 70% of the maximum allowable amount for many years, subject to only an annual cost of living increase, in recognition that some amenities had not been constructed. Now that most of the area's amenities are in operation, expenses are outpacing revenues, so the levy is assumed to increase by 5% annually until it reaches the maximum tax in FY28.

Significant annual expenditure growth is assumed in the forecast. However, the budgeted growth in expenditures for newer parks is based on staff's best estimates at this time, which could be more conservative than actual costs. In concert with the Consumnes Community Services District, staff will actively pursue cost-saving measures to maintain the new parks and other amenities to decrease the annual projected deficit in this fund.

**MEASURE A MAINTENANCE FIVE YEAR FORECAST**

<b>Beginning Available Fund Balance</b>	<b>\$ 7,363,828</b>	<b>\$ 3,999,302</b>	<b>\$ 1,519,414</b>	<b>\$ 679,737</b>	<b>\$ 742,482</b>	<b>\$ 1,070,424</b>
	<b>FY 24 YE</b>	<b>FY 25</b>	<b>FY 26</b>	<b>FY 27</b>	<b>FY 28</b>	<b>FY 29</b>
Revenue	5,891,055	5,962,490	6,150,679	6,332,580	6,507,822	6,676,366
<b>Total Revenue</b>	<b>\$ 5,891,055</b>	<b>\$ 5,962,490</b>	<b>\$ 6,150,679</b>	<b>\$ 6,332,580</b>	<b>\$ 6,507,822</b>	<b>\$ 6,676,366</b>
<b>Expense Category</b>	<b>FY 24 YE</b>	<b>FY 25</b>	<b>FY 26</b>	<b>FY 27</b>	<b>FY 28</b>	<b>FY 29</b>
Salaries & Benefits	287,707	322,436	338,558	355,486	373,260	391,923
Operations & Maintenance	4,177,207	3,086,446	2,954,100	2,381,910	2,392,554	2,403,518
Capital Projects	4,032,072	3,915,501	2,848,000	2,800,000	2,800,000	2,800,000
Overhead Allocation	758,595	1,117,995	849,699	732,438	614,066	553,740
<b>Total Other Expenses</b>	<b>\$ 9,255,581</b>	<b>\$ 8,442,378</b>	<b>\$ 6,990,356</b>	<b>\$ 6,269,834</b>	<b>\$ 6,179,880</b>	<b>\$ 6,149,180</b>
<b>Fund Balance Contribution</b>	<b>\$ (3,364,526)</b>	<b>\$ (2,479,888)</b>	<b>\$ (839,678)</b>	<b>\$ 62,746</b>	<b>\$ 327,942</b>	<b>\$ 527,185</b>
<b>Fund Balance</b>	<b>\$ 3,999,302</b>	<b>\$ 1,519,414</b>	<b>\$ 679,737</b>	<b>\$ 742,482</b>	<b>\$ 1,070,424</b>	<b>\$ 1,597,610</b>

**Forecast Comments**

Measure A sales tax revenue is received from the Sacramento Transportation Authority, a County Joint Powers Authority. Consistent with other sales tax revenues, Measure A revenue is expected to grow modestly over the forecast period.

The Measure A Maintenance fund is eligible for various capital projects and operations and maintenance spending. Operations and maintenance costs include but are not limited to, pavement patching and repairs, emergency and hazmat response, lighting and landscape utilities, graffiti abatement, and landscape maintenance.

Most forecasted capital project expenditures are for annual pavement slurry seal and resurfacing. FY 2025 also includes pavement maintenance and bridge preventive maintenance.

**MEASURE A-SAFETY, STREETScape, BIKE, AND PED FIVE YEAR FORECAST**

Beginning Available Fund Balance	\$ 2,380,768	\$ 2,198,746	\$ 744,204	\$ 1,355,329	\$ 2,087,879	\$ 2,880,658
	FY 24 YE	FY 25	FY 26	FY 27	FY 28	FY 29
Revenue	892,094	898,795	930,160	960,476	989,683	1,017,774
<b>Total Revenue</b>	<b>\$ 892,094</b>	<b>\$ 898,795</b>	<b>\$ 930,160</b>	<b>\$ 960,476</b>	<b>\$ 989,683</b>	<b>\$ 1,017,774</b>
<b>Expense Category</b>	<b>FY 24 YE</b>	<b>FY 25</b>	<b>FY 26</b>	<b>FY 27</b>	<b>FY 28</b>	<b>FY 29</b>
Administrative Operations	485	500	500	500	500	500
Capital Projects	236,451	2,094,302	130,000	150,000	150,000	150,000
Minor Capital Projects	636,502	120,000	20,000	20,000	20,000	20,000
Overhead Allocation	200,679	138,535	168,534	57,426	26,405	15,296
<b>Total Other Expenses</b>	<b>\$ 1,074,117</b>	<b>\$ 2,353,337</b>	<b>\$ 319,034</b>	<b>\$ 227,926</b>	<b>\$ 196,905</b>	<b>\$ 185,796</b>
<i>Fund Balance Contribution</i>	<i>\$ (182,022)</i>	<i>\$ (1,454,542)</i>	<i>\$ 611,125</i>	<i>\$ 732,550</i>	<i>\$ 792,778</i>	<i>\$ 831,978</i>
<b>Fund Balance</b>	<b>\$ 2,198,746</b>	<b>\$ 744,204</b>	<b>\$ 1,355,329</b>	<b>\$ 2,087,879</b>	<b>\$ 2,880,658</b>	<b>\$ 3,712,636</b>

**Forecast Comments**

Measure A sales tax revenue is received from the Sacramento Transportation Authority, a County Joint Powers Authority. Consistent with other sales tax revenues, Measure A revenue is expected to grow modestly.

Capital project expenditures in the outer years of the forecast are for Annual Trail Pavement Rehabilitation. FY 2025 also includes Laguna Creek Trail Improvements and a Comprehensive Safety and Action Plan and Demonstration.

**MEASURE A TRAFFIC CONTROL AND SAFETY FIVE YEAR FORECAST**

Beginning Available Fund Balance	\$ 1,258,713	\$ 627,568	\$ 519,756	\$ 259,408	\$ 376,992	\$ 485,965
	FY 24 YE	FY 25	FY 26	FY 27	FY 28	FY 29
Revenue	593,432	599,570	618,389	636,579	654,103	670,958
<b>Total Revenue</b>	<b>\$ 593,432</b>	<b>\$ 599,570</b>	<b>\$ 618,389</b>	<b>\$ 636,579</b>	<b>\$ 654,103</b>	<b>\$ 670,958</b>
<b>Expense Category</b>	<b>FY 24 YE</b>	<b>FY 25</b>	<b>FY 26</b>	<b>FY 27</b>	<b>FY 28</b>	<b>FY 29</b>
Salaries & Benefits	203,188	208,519	218,945	229,892	241,387	253,456
Administrative Operations	126,933	102,700	102,500	102,500	102,500	102,500
Capital Projects	782,796	254,809	391,000	75,000	75,000	75,000
Minor Capital Projects	50,000	50,000	50,000	50,000	50,000	50,000
Overhead Allocation	61,659	91,354	116,292	61,603	76,244	45,739
<b>Total Other Expenses</b>	<b>\$ 1,224,577</b>	<b>\$ 707,382</b>	<b>\$ 878,737</b>	<b>\$ 518,995</b>	<b>\$ 545,131</b>	<b>\$ 526,695</b>
<i>Fund Balance Contribution</i>	<i>\$ (631,145)</i>	<i>\$ (107,812)</i>	<i>\$ (260,348)</i>	<i>\$ 117,584</i>	<i>\$ 108,972</i>	<i>\$ 144,263</i>
<b>Fund Balance</b>	<b>\$ 627,568</b>	<b>\$ 519,756</b>	<b>\$ 259,408</b>	<b>\$ 376,992</b>	<b>\$ 485,965</b>	<b>\$ 630,227</b>

**Forecast Comments**

Capital project expenditures in the forecast include projects such as the Power Inn Road Safety and Congestion Relief Project, as well as speed control improvements.

<b>DRAINAGE FIVE YEAR FORECAST</b>						
<b>Beginning Available Fund Balance</b>	<b>\$ 19,399,466</b>	<b>\$ 18,285,790</b>	<b>\$ 1,060,348</b>	<b>\$ 1,045,065</b>	<b>\$ 1,815,473</b>	<b>\$ 2,713,732</b>
	<b>FY 24 YE</b>	<b>FY 25</b>	<b>FY 26</b>	<b>FY 27</b>	<b>FY 28</b>	<b>FY 29</b>
Program Revenues	6,558,811	6,831,314	7,120,096	7,409,892	7,702,587	7,996,353
Program Related Tax Revenues	1,945,775	1,986,775	2,004,305	2,044,392	2,085,280	2,126,987
Investment and Misc. Revenues	251,250	188,389	21,255	19,822	65,511	120,802
Transfers In	57,300	-	-	-	-	-
<b>Total Revenue</b>	<b>\$ 8,813,136</b>	<b>\$ 9,006,478</b>	<b>\$ 9,145,656</b>	<b>\$ 9,474,106</b>	<b>\$ 9,853,378</b>	<b>\$ 10,244,141</b>
<b>Expense Category</b>	<b>FY 24 YE</b>	<b>FY 25</b>	<b>FY 26</b>	<b>FY 27</b>	<b>FY 28</b>	<b>FY 29</b>
Salary & Benefits	1,946,748	1,484,943	1,544,341	1,606,115	1,670,359	1,737,173
Operating Expenses	4,393,362	4,575,380	4,784,662	4,928,428	5,077,640	5,232,518
Capital Projects	2,294,413	17,800,200	1,899,288	1,200,000	1,200,000	1,200,000
Minor Capital Projects	491,966	138,000	20,000	20,000	20,000	20,000
Overhead Allocation	800,324	2,233,397	912,649	949,155	987,121	1,026,606
<b>Total Other Expenses</b>	<b>\$ 9,926,812</b>	<b>\$ 26,231,919</b>	<b>\$ 9,160,940</b>	<b>\$ 8,703,697</b>	<b>\$ 8,955,120</b>	<b>\$ 9,216,297</b>
<b>Fund Balance Contribution</b>	<b>\$ (1,113,676)</b>	<b>\$ (17,225,442)</b>	<b>\$ (15,284)</b>	<b>\$ 770,409</b>	<b>\$ 898,258</b>	<b>\$ 1,027,844</b>
<b>Fund Balance</b>	<b>\$ 18,285,790</b>	<b>\$ 1,060,348</b>	<b>\$ 1,045,065</b>	<b>\$ 1,815,473</b>	<b>\$ 2,713,732</b>	<b>\$ 3,741,576</b>

### Forecast Comments

Drainage utility fees and property taxes are collected from residents to support drainage and stormwater infrastructure throughout the City, including operations, maintenance, repairs, and improvements.

The Drainage fund has had a significant fund balance due to an increase in the number of customer accounts over the past several years, but that balance is anticipated to be drawn down by significant capital expenditures.

Capital expenditures are significantly higher in FY 2025 when compared to other years due to unspent budget in FY 2025 for several projects that are carrying over into FY 2025, such as the Laguna Creek & Whitehouse Creek Multi-Functional Corridor Project, Bond Road Storm Drain Improvements, Pump Station Improvements Phase 2, and Southeast Industrial Area Storm Drain Improvements.



### RECYCLING & WASTE FUNDS FIVE YEAR FORECAST

Beginning Available Fund Balance	\$ 12,791,758	\$ 13,829,784	\$ 14,500,835	\$ 15,162,094	\$ 15,696,041	\$ 16,181,292
	FY 24 YE Est.	FY 25	FY 26	FY 27	FY 28	FY 29
Commercial Franchise Fee	885,927	900,000	909,000	918,090	927,271	936,544
Admin Fees	2,817,321	2,874,392	2,942,306	3,003,714	3,060,395	3,111,512
Utility Billing/Walk-In Payments	-	-	-	-	-	-
Building Permit Fees	20,272	31,527	31,527	31,527	31,527	31,527
Other Revenues	488,414	459,466	434,291	446,979	460,271	474,199
<b>Total Revenue</b>	<b>\$ 4,211,934</b>	<b>\$ 4,265,385</b>	<b>\$ 4,317,124</b>	<b>\$ 4,400,309</b>	<b>\$ 4,479,464</b>	<b>\$ 4,553,782</b>
Expense Category	FY 24 YE Est.	FY 25	FY 26	FY 27	FY 28	FY 29
Salaries and Benefits	841,143	890,691	926,319	963,372	1,001,906	1,041,983
Operations	1,653,130	2,044,639	2,105,978	2,169,158	2,234,232	2,301,259
Capital Outlay	-	-	-	-	-	-
Internal Services & Overhead	679,635	659,003	623,568	733,833	758,074	783,132
<b>Total Other Expenses</b>	<b>\$ 3,173,908</b>	<b>\$ 3,594,333</b>	<b>\$ 3,655,865</b>	<b>\$ 3,866,362</b>	<b>\$ 3,994,213</b>	<b>\$ 4,126,374</b>
<b>Fund Balance Contribution</b>	<b>\$ 1,038,026</b>	<b>\$ 671,051</b>	<b>\$ 661,258</b>	<b>\$ 533,947</b>	<b>\$ 485,251</b>	<b>\$ 427,408</b>
<b>Fund Balance</b>	<b>\$ 13,829,784</b>	<b>\$ 14,500,835</b>	<b>\$ 15,162,094</b>	<b>\$ 15,696,041</b>	<b>\$ 16,181,292</b>	<b>\$ 16,608,700</b>

### Forecast Comments

The five-year forecast for Recycling & Waste continues to reflect the impacts of Senate Bill 1383, which requires mandatory organics recycling statewide. This bill mandates the City to administer programs such as curbside organics collection, inspection and enforcement programs, and extensive public education and outreach programs for each new program. The costs of each program were estimated in the 2018 Solid Waste and Recycling Program Needs Assessment and Long-Range Strategic Plan and included in the five-year budget projections. There are two components to the anticipated costs: (1) one-time implementation costs associated with developing the new programs and (2) ongoing costs associated with compliance, monitoring, enforcement, and extensive reporting requirements.

The fund balance available in the Recycling and Waste Funds continues to increase. This trend was accelerated by the payoff of the 2010 bonds for the Special Waste Collection Center in July 2021. Staff is developing options on how to utilize the fund balance.

## Revenue and Expenditure Summary

	Fund No.	Estimated Fund Balance 7/1/2024	Estimated Revenues 6/30/2025	Estimated Expenses 6/30/2025	Estimated Fund Balance 6/30/2025
General Fund	101	27,869,079	104,079,814	92,462,515	39,486,378
Economic Development	105	13,545,095	-	250,000	13,295,095
Capital Reserve	106	46,272,328	1,719,625	1,232,000	46,759,953
Small Business Econ Incentives	108	1,148,363	22,918	305,000	866,281
Measure E	109	15,787,366	30,000,000	25,857,414	19,929,952
<b>Total General Funds</b>		<b>\$ 104,622,231</b>	<b>\$ 135,822,357</b>	<b>\$ 120,106,929</b>	<b>\$ 120,337,659</b>
<b>Special Revenue Funds</b>					
Recycling Grant	201	96,194	2,405	50	98,549
Used Oil Recycling Grant	202	(87)	137	50	-
Opioid Settlement	209	353,325	6,694	144,671	215,348
Board of State Corrections - Local Police Grant	210	9,994	-	9,867	127
Police Off-Duty	213	15,594	414,000	414,000	15,594
State Asset Seizure	215	38,146	-	36,003	2,143
Federal Capital Grants	216	1	286,151	286,151	1
Local Police Grants	217	14,714	310,938	310,938	14,714
Supplemental Law Enforcement Grant	218	346,535	814,522	814,523	346,534
Gas Tax Fund	221	3,800,804	5,114,288	8,059,301	855,791
Senate Bill 1 Streets & Roads	227	3,305,669	4,653,358	6,530,924	1,428,103
Senate Bill 1 Local Partnership	228	(549,025)	549,075	50	-
Affordable Housing	231	30,246,746	6,705,980	15,002,441	21,950,285
Agricultural Preservation	233	50,683	148	50	50,781
Swainson Hawk Mitigation Fee	234	4,422,973	374,952	2,166,955	2,630,970
Tree Mitigation	235	1,605,321	162,608	1,000	1,766,929
Street Trench Cut	238	526,940	105,528	99,210	533,258
Disaster Recovery	240	4,615,797	-	4,513,100	102,697
Community Development Block Grant	241	645,033	3,000,181	2,841,523	803,691
State Homeless Appropriation	242	3,625,169	945,751	4,570,920	-
Wilton Rancheria Casino	246	12,336,690	6,814,995	1,327,221	17,824,464
Strategic Planning and Innovation Grants	247	(129,856)	569,856	440,000	-
Community Facilities District 2003-1 Police Services	251	142,710	1,122,355	1,190,029	75,036
CFD 2003-2 Police Services	252	628,079	5,885,272	6,347,643	75,708
CFD 2006-1 Maintenance Services	255	2,749,511	3,400,959	2,914,549	3,235,921
CFD 2005-1 Maintenance Services	256	9,515,371	5,595,990	6,997,882	8,113,479
Street Maintenance D1 Zone 1	261	4,782,338	1,832,589	1,310,972	5,303,955
Street Maintenance D1 Zone 2	262	377,196	197,655	89,926	484,925
Street Maintenance D1 Zone 3	263	1,021,314	580,159	1,344,438	257,035
Street Maintenance D1 Zone 4	264	236,011	59,675	63,411	232,275
Street Maintenance D1 Zone 5	265	3,840,568	1,298,519	1,813,902	3,325,185
Street Light Maintenance Zone 1	267	540,947	841,380	971,115	411,212
Street Light Maintenance Zone 2	268	793,670	687,030	480,058	1,000,642
Federal Asset Forfeiture	275	205,166	-	205,166	-
Federal Asset Forfeiture - Treasury Fund	276	1	-	-	1
Library Ownership	280	1,337,954	1,333,744	2,163,960	507,738
Neighborhood Stabilization	285	395,226	7,804	402,100	930
Measure A Maintenance	294	3,999,302	5,962,490	8,442,378	1,519,414
Development Services	295	5,152,463	11,504,729	10,127,632	6,529,560
Public Works Administration	296	2,717,909	7,379,520	9,994,352	103,077
<b>Total Special Revenue Funds</b>		<b>\$ 103,813,096</b>	<b>\$ 78,521,437</b>	<b>\$ 102,428,461</b>	<b>\$ 79,816,072</b>

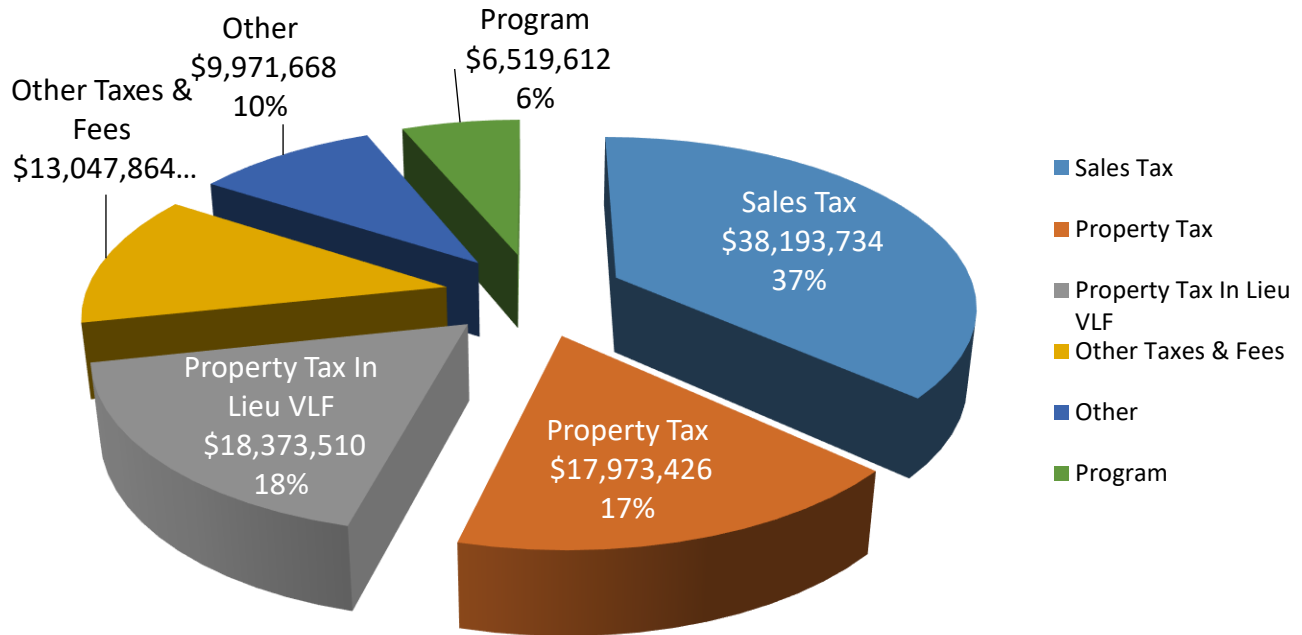
	Fund No.	Estimated Fund Balance 7/1/2024	Estimated Revenues 6/30/2025	Estimated Expenses 6/30/2025	Estimated Fund Balance 6/30/2025
<b>Capital Project Funds</b>					
Federal Capital Grants	301	(958,926)	19,307,364	18,345,538	2,900
State Capital Grants	302	1,662,358	12,248,067	13,910,425	-
Local Transportation Fund - Bike and Ped	305	502,954	222,316	411,805	313,465
Capital Facilities Fee - City Admin Facilities	311	2,933,576	553,759	104,500	3,382,835
CFF - Police	312	4,393,999	1,403,247	753,500	5,043,746
CFF - Corp Yard	313	2,220,869	994,644	187,730	3,027,783
CFF - Library	315	7,922,074	2,033,959	3,308,078	6,647,955
CFF - Transit Facilities	317	7,054,375	928,226	61,200	7,921,401
CFF - Admin	319	810,072	218,406	89,772	938,706
East Franklin Landscape Corridor Fee	324	5,867,425	-	-	5,867,425
East Franklin Fee - Admin	326	727,599	140,586	3,132	865,053
Elk Grove Roadway Fee	328	48,813,130	8,569,695	35,667,904	21,714,921
Impact Fee Administration	329	556,792	96,901	26,069	627,624
LSRP Quimby In Lieu Fee	330	110,991	1,959,000	511,507	1,558,484
LRSP Quimby Land Acquisition Fee	331	1,226,660	1,200,831	220,497	2,206,994
LRSP Facilities Fee	332	3,593,206	3,102,236	1,264,671	5,430,771
Laguna Ridge Parks Administration	333	1,100,393	272,468	82,842	1,290,019
Laguna Ridge Specific Plan P3 Z2 Drainage Fee	334	2,465,018	47,232	7,442	2,504,808
Laguna West Service Area	335	622,844	73,329	82,240	613,933
Lakeside Service Area	336	79,272	1,578	1,852	78,998
External Agencies Fund	338	1,250,660	345,000	1,086,000	509,660
In-Lieu Roadway	339	2,404,822	100,000	901,585	1,603,237
CFD 2002-1 East Franklin	341	5,008,617	120,166	775,022	4,353,761
CFD 2003-1 Poppy Ridge	343	652,254	111,303	42,694	720,863
CFD 2005-1 Laguna Ridge	344	10,470,766	443,792	9,556,610	1,357,948
District56 Nature Area and Old Town Plaza	345	208,753	-	22,821	185,932
Laguna Area CFD	347	1,036,218	20,270	200	1,056,288
Laguna West CFD	348	143,694	2,811	30	146,475
Federal Capital Grants 2	351	(36,424)	7,642,385	7,605,961	-
State Capital Grant 2	352	2,207,276	6,092,374	6,205,786	2,093,864
Southeast Policy Area - Park Fee	356	6,789,436	7,405,536	5,780,872	8,414,100
Southeast Policy Area - Trail Fee	357	11,443,034	6,675,999	589,841	17,529,192
Laguna Ridge Park Fee	360	851,048	1,148,618	891,322	1,108,344
PD Campus Facilities Improvements	361	5,056,223	-	5,056,223	-
Freeway Mitigation Fee	365	2,043,622	54,963	400	2,098,185
Active Transportation Fee	368	2,158,509	1,251,684	2,046,849	1,363,344
SEPA Cost Recovery	370	1,209,992	181,555	10,200	1,381,347
SEPA Channel Fee	371	1,540,780	562,242	1,200	2,101,822
SEPA City Infrastructure Drainage Fee	372	1,283,678	174,015	10,200	1,447,493
SEPA Zone 1 North Sub-Shed Basin Fee	373	3,620,960	1,468,886	10,800	5,079,046
SEPA Zone 1 Basin S6	376	1,317,206	17,654	1,200	1,333,660
SEPA Zone 1 Basin S9	379	396,033	18,461	100	414,394
SEPA & LRSP Phase 3 Admin Fee	380	498,825	66,005	64,945	499,885
Measure A Safety, Streetscape, Bike, Ped	393	2,198,746	898,795	2,353,337	744,204
Measure A Traffic Control & Safety	394	627,568	599,570	707,382	519,756
<b>Total Capital Project Funds</b>		<b>\$ 156,086,977</b>	<b>\$ 88,775,928</b>	<b>\$ 118,762,284</b>	<b>\$ 126,100,621</b>

	Fund No.	Estimated Fund Balance 7/1/2024	Estimated Revenues 6/30/2025	Estimated Expenses 6/30/2025	Estimated Fund Balance 6/30/2025
<b>Debt Service Fund</b>					
Financing Authority - Laguna Palms Campus	403	71,794	593,621	589,177	76,238
Financing Authority 2018 - Animal Shelter	406	468,653	1,303,965	1,311,807	460,811
Finance Authority – D56 Nature Area & Old Town Plaza	407	531,717	820,642	822,218	530,141
Finance Authority – PD Campus Improvements	408	266,412	941,239	945,885	261,766
<b>Total Debt Service Funds</b>		<b>\$ 1,338,576</b>	<b>\$ 3,659,467</b>	<b>\$ 3,669,087</b>	<b>\$ 1,328,956</b>
<b>Enterprise Fund</b>					
Solid Waste Residential	501	6,206,646	1,412,892	1,264,809	6,354,729
Commercial Haulers	502	3,834,307	982,644	579,392	4,237,559
Drainage Fee	503	18,285,790	9,006,478	26,231,920	1,060,348
Special Waste Collection Center	506	2,750,805	1,869,849	1,823,119	2,797,535
Transit Operations	511	(1,998,992)	658,909	124,453	(1,464,536)
<b>Total Enterprise Funds</b>		<b>\$ 29,078,556</b>	<b>\$ 13,930,772</b>	<b>\$ 30,023,693</b>	<b>\$ 12,985,635</b>
<b>Internal Service Funds</b>					
Risk Management	601	534,777	7,781,821	7,282,679	1,033,919
Facilities & Fleet	602	2,469,572	6,101,239	5,272,123	3,298,688
Information Technology & GIS	603	1,900,985	6,801,270	7,680,813	1,021,442
State Unemployment Insurance	604	264,053	39,730	30,000	273,783
<b>Total Internal Service Funds</b>		<b>\$ 5,169,387</b>	<b>\$ 20,724,060</b>	<b>\$ 20,265,615</b>	<b>\$ 5,627,832</b>
<b>Agency Funds</b>					
Laguna Springs Open Space Preserve	709	166,751	3,465	7,030	163,186
Animal Services Donations	735	106,456	1,584	-	108,040
CFD 2005-1 Laguna Ridge	756	11,207,685	11,097,244	9,069,940	13,234,989
CFD 2002-1 E Franklin	757	6,926,458	4,574,829	3,575,325	7,925,962
CFD 2003-1 Poppy Ridge	758	3,826,243	3,993,244	3,339,600	4,479,887
<b>Total Agency Funds</b>		<b>\$ 22,233,593</b>	<b>\$ 19,670,366</b>	<b>\$ 15,991,895</b>	<b>\$ 25,912,064</b>
<b>TOTAL</b>		<b>\$ 422,342,416</b>	<b>\$ 361,104,387</b>	<b>\$ 411,247,964</b>	<b>\$ 372,108,839</b>
<b>Less Transfers and Internal Service Costs</b>		<b>-</b>	<b>\$ 38,144,894</b>	<b>\$ 38,144,894</b>	<b>-</b>
<b>GRAND TOTAL</b>		<b>\$ 422,342,416</b>	<b>\$ 322,959,493</b>	<b>\$ 373,103,070</b>	<b>\$ 372,108,839</b>

## General Fund Activity

	FY 2023	FY 2024	FY 2024	FY 2025	Change From FY
	Actuals	Amended Budget	Estimate	Budget	2024 to FY 2025 Budget
<b>Revenues</b>					
Sales Tax	\$ 38,333,852	\$ 37,894,018	\$ 37,894,018	\$ 38,193,734	\$ 299,716
Property Taxes	\$ 16,993,369	17,390,268	17,390,268	17,973,426	583,158
Property Taxes in lieu VLF	\$ 16,642,708	17,458,201	17,458,201	18,373,510	915,309
Property Transfer Tax	\$ 795,599	845,000	845,000	845,000	-
Utility Users Tax	\$ 5,855,109	6,368,000	6,368,000	6,711,188	343,188
Transient Occupancy Tax	\$ 3,092,038	2,530,000	2,530,000	2,814,223	284,223
Franchise Fees	\$ 2,767,734	2,339,023	2,521,195	2,677,453	338,430
Investment Income	\$ 1,725,486	1,500,000	2,800,000	2,135,000	635,000
Business Licenses & Misc.	\$ 522,648	335,112	404,934	346,500	11,388
Mello Roos - Police Services	\$ 10,711,424	6,035,000	6,035,000	7,490,168	1,455,168
Governance	\$ 5,942,569	3,530,330	4,050,593	4,616,214	1,085,884
Great Plates	\$ 608,029	-	-	-	-
Public Protection	\$ 1,620,809	1,586,987	1,767,287	1,830,298	243,311
Code Enforcement	\$ 100,386	81,600	147,913	73,100	(8,500)
<b>Revenue Total</b>	<b>\$ 105,711,358</b>	<b>\$ 97,893,539</b>	<b>\$ 100,212,408</b>	<b>\$ 104,079,814</b>	<b>\$ 6,186,275</b>
<b>Expenses by Function</b>					
City Council	\$ 397,761	\$ 519,925	\$ 518,105	\$ 554,236	\$ 34,311
City Manager	5,511,524	6,637,305	6,488,937	6,483,315	(153,990)
City Attorney	1,818,530	2,164,168	2,164,168	2,469,384	305,216
City Clerk	1,019,946	847,833	847,459	1,345,047	497,214
Finance	3,872,604	3,619,878	3,554,602	4,817,174	1,197,296
Human Resources	1,470,013	1,920,839	1,910,567	2,113,520	192,681
Planning Commission	6,390	10,344	10,344	10,226	(118)
Non-Departmental	26,303,087	6,891,573	6,380,673	4,012,413	(2,879,160)
Revenue Neutrality	4,093,839	3,054,049	3,364,131	2,067,347	(986,702)
Community Service Grants	411,066	496,172	456,174	475,969	(20,203)
Event Sponsorship	593,052	958,380	856,140	1,108,710	150,330
Police Department	55,842,568	60,247,746	59,511,287	64,791,607	4,543,861
Planning & Housing	189,965	333,019	335,519	338,865	5,846
Code Enforcement	1,218,910	1,637,416	1,927,334	1,874,702	237,286
<b>Expenses by Function Total</b>	<b>\$ 102,749,255</b>	<b>\$ 89,338,647</b>	<b>\$ 88,325,440</b>	<b>\$ 92,462,515</b>	<b>\$ 3,123,868</b>
<b>Expenses by Category</b>					
Compensation	\$ 52,855,213	\$ 56,348,138	\$ 55,241,862	\$ 63,120,570	\$ 6,772,431
Operating Expenses	12,179,374	14,900,393	14,438,536	12,997,495	(1,902,898)
Internal Services	10,557,925	11,119,945	11,119,945	12,166,984	1,047,039
Capital Outlay	187,065	304,208	348,784	170,000	(134,208)
Transfers Out	15,179,029	6,665,963	7,176,312	4,007,466	(2,658,497)
<b>Expenses by Category Total</b>	<b>\$ 90,958,606</b>	<b>\$ 89,338,647</b>	<b>\$ 88,325,440</b>	<b>\$ 92,462,515</b>	<b>\$ 3,123,868</b>
Beginning Fund Balance	27,143,484	27,869,076	27,869,076	25,247,378	(2,621,698)
Change in Fund Balance	2,962,103	8,554,892	11,886,968	11,617,299	3,062,407
<b>Initial Ending Fund Balance</b>	<b>30,105,587</b>	<b>36,423,968</b>	<b>39,756,044</b>	<b>36,864,677</b>	<b>440,709</b>
<b>Transfer to Capital Reserve</b>	<b>(5,864,561)</b>	<b>(5,344,673)</b>	<b>(7,254,333)</b>	<b>(5,050,081)</b>	<b>294,592</b>
<b>Transfer to Economic Development</b>	<b>(5,864,561)</b>	<b>(5,344,673)</b>	<b>(7,254,333)</b>	<b>(5,050,081)</b>	<b>294,592</b>
<b>Opportunity Reserve - 5%</b>	<b>4,370,102</b>	<b>4,289,104</b>	<b>4,207,896</b>	<b>4,480,752</b>	<b>171,649</b>
<b>Reserve for Economic Uncertainty - 25%</b>	<b>21,850,508</b>	<b>21,445,518</b>	<b>21,039,482</b>	<b>22,303,762</b>	<b>858,244</b>
<b>Future Reserve Target Support</b>	<b>1,648,466</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

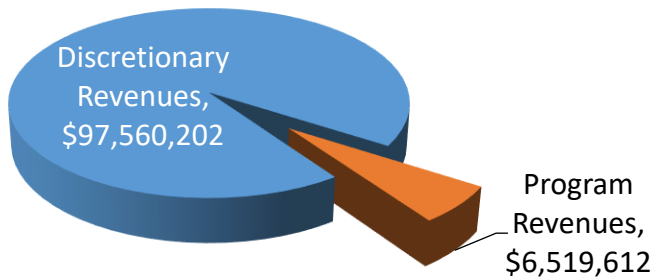
**The FY 2024-25 Budget projects \$104,079,814 in General Fund Revenues**



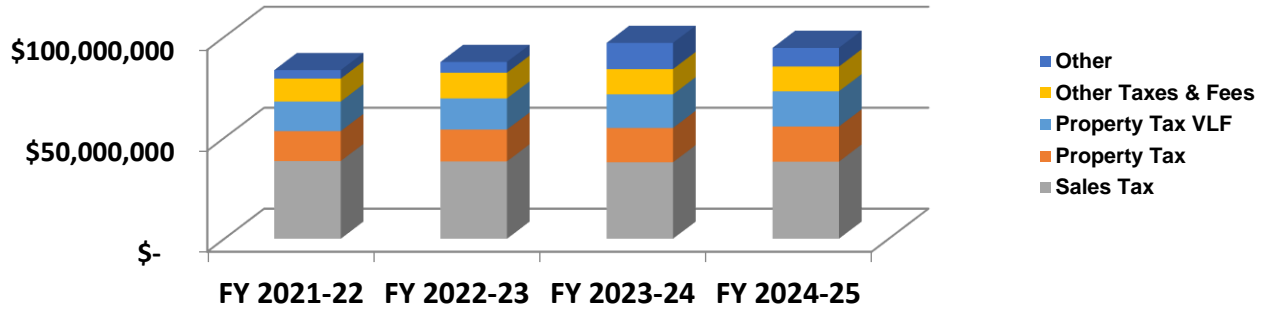
Revenues in the General Fund are shown in two categories:

- **Discretionary Revenues** – Revenues that are not derived from or dependent upon direct activity from a single department. Examples include property taxes and business license fees.
- **Program Revenues**– Revenues derived from or dependent upon direct activity from a single department. Examples include animal license fees, code enforcement citations, event sponsorships, and vehicle code fines.

**FY 2024-25 General Fund Revenues:  
\$104,079,814**



### General Fund Discretionary Revenues



### Sales Taxes

Sales tax is a volatile revenue source, yet it is the City’s largest single source for general operations budgeted at 37% of total General Fund revenues. Sales tax growth has been modest and steady over the last couple fiscal years. However, given current uncertainties in the economy and retail markets, staff anticipates revenues to remain relatively flat between FY 2023-24 and FY 2024-25 at about \$38 million, per the General Fund Five-Year Forecast.

Currently, the sales tax rate in Elk Grove is 8.75%. For every dollar spent on taxable goods in the City, sales tax revenue is distributed as follows:

- 3.94% - State of California
- 1.56% - County Realignment (Mental Health/Welfare/Public Safety)
- 1.00% - City General Fund (Bradley Burns)
- 0.50% - County Public Safety (Prop 172)
- 0.50% - Sacramento Transportation Authority (Measure A)
- 0.25% - Countywide Transportation Fund
- 1.00% - Citywide Transactions and Use Tax (Measure E)

The Sales Tax revenue discussed above only pertains to the 1% Bradley Burns component of the total Sales Tax.

### Property Taxes

Historically, property tax revenues have been a stable source of funds for California municipalities. In Sacramento County, steady annual growth averaging around 5% is the norm, while in Elk Grove, averaging closer to 6% is the norm. However, in response to a recent regional slowdown of the housing and real estate market, staff is forecasting only a 3% increase to about \$17.9 million for FY 2024-25.

## Property Tax in lieu of VLF

In 2004, most of the Vehicle License Fee revenues traditionally received by local governments were swapped with the State of California for an additional property tax share. This amount grows annually with the change in assessed valuation for each jurisdiction. Similar to Property Taxes, staff anticipates about \$18.3 million in revenue for FY 2024-25.

## Property Transfer Tax

Property Transfer Taxes due on real estate sales is \$1.10 for every \$1,000 of the purchase price of any property sold within City limits. The County of Sacramento keeps half while the City retains the remainder. Property Transfer Taxes for FY 2024-25 are assumed at \$845,000, close to FY 2023-24 estimates, given the slowdown of the housing and real estate market as discussed above.

## Other Taxes

Utility User's Tax. A tax of 2.25% is levied on electricity, gas, sewer, communications technology, and video entertainment services. With changing consumer patterns related to mobile data usage, Utility User Tax revenue expectations for FY 2024-25 are expected to be relatively flat, estimated at \$6,711,188 (see General Fund Five-Year Forecast).

Transient Occupancy Tax (TOT). A tax of 12% is levied on hotel and motel rentals within City limits. TOT is expected to grow 2% in FY 2024-25 to \$2,814,223. (see General Fund Five-Year Forecast).

## Franchise Fees

### Recycling and Waste Franchise Fee.

Recycling and Waste Franchise Fee revenues have contributed toward funding Capital Projects budgeted in the General Capital Reserve Fund over the past several years (except FY 2020-21 due to COVID-19 impacts) via a transfer-out expenditure. These revenues are expected to grow incrementally to \$1,777,453 for FY 2024-25 (see General Fund Five-Year Forecast).

Gas and Cable Franchise Fees. Gas and cable franchise taxes are collected from those utility companies operating within the City. These revenues are based on agreements with Sacramento County before the City's incorporation. Franchise fee revenues, particularly cable, are projected to decline slightly according to industry trends due to more residents opting for internet-based streaming entertainment rather than a traditional cable subscription. An annual change of -2% for FY 2024-25 is expected, resulting in a revenue projection of \$900,000 (see General Fund Five-Year Forecast).



## Investment Income

The Finance Director is authorized to invest the City's funds in short-term (liquid) and longer-term (up to 5 years) investments. The resulting interest accrued on the invested funds is considered revenue for the City. Due to continued strong interest rates, interest income is estimated at \$2,135,000 for FY 2024-25 (see General Fund Five-Year Forecast).

## Licenses and Permits

In 2012, the City Council changed the function of business licenses to no longer be regulatory. The fee for business licenses was reduced, commensurate with the diminished effort required of City staff. Revenue is projected to be \$144,500 in FY 2024-25.

## Other Revenue

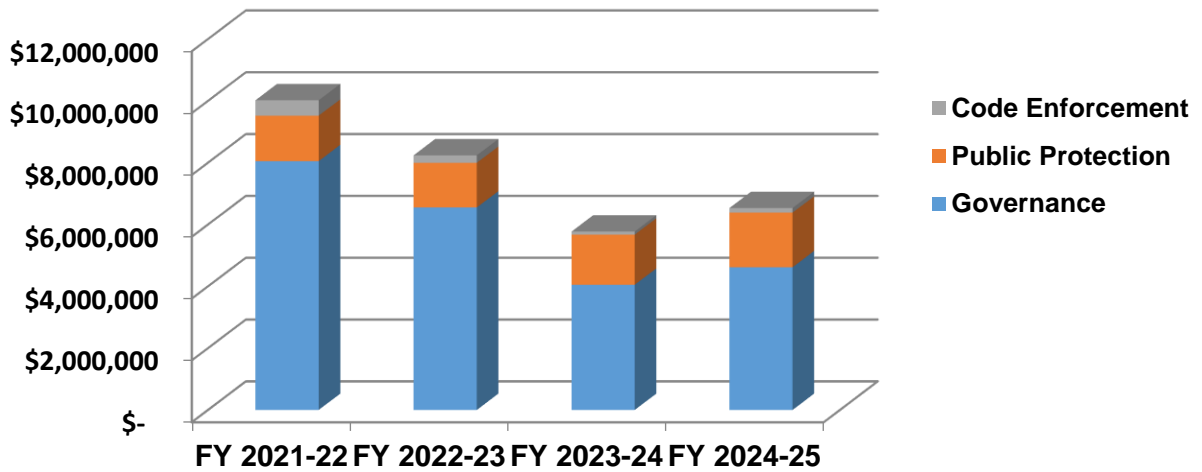
Finance Charges. These revenues are miscellaneous charges accrued on various customers' charges for services. The FY 2024-25 budget assumes little activity, which is the norm since this revenue source is difficult to project and is very minimal in dollar amounts.

Miscellaneous Revenues. This category is used to record those revenues that are miscellaneous and unrelated to specific departmental activities. The FY 2024-25 budget assumes similar activity to historical norms of \$202,000.

## Transfers from Other Funds

The General Fund receives transfers from other funds that share in the cost of activities performed in the General Fund. Specifically, the 2003-1 and 2003-2 Police Services Community Facilities Districts contribute to the costs of providing Police services. Continued annual growth in the tax base means continuously larger transfers to the General Fund annually. These transfers into the General Fund total \$7,490,168 for FY 2024-25.

### General Fund Program Revenues



#### Governance

The FY 2024-25 budget includes Governance revenues from the City Manager’s Office operations, Old Town Plaza operations, the City Clerk’s Office operations, Human Resources operations, special events, the General Cost Allocation Plan, and reimbursement from the Recycling and Waste funds for a Code Enforcement Officer.

Revenues for FY 2020-21 through FY 2022-23 included several one-time sources of grant revenue that resulted in higher-than-usual overall program revenues. Strategic Planning & Innovation one-time grant project funding of over \$600,000 carried over from prior years. Cares Act funding was a one-time allocation from the California Department of Finance of over \$2 million. More recently, in FY 2022-23, more than \$2.3 million was returned to the General Fund from the Risk Management Fund due to several years of overpayment.

Cost allocation revenue comprises the most significant ongoing portion of the Governance revenues. The cost allocation plan incorporated into the 2024-25 budget relies on FY 2022-23 financial data to recover costs expended on providing services to departments and activities outside the General Fund. The total amount for Governance revenue is shown in the General Fund Five-Year Forecast (\$4,616,214 for FY 2024-25).

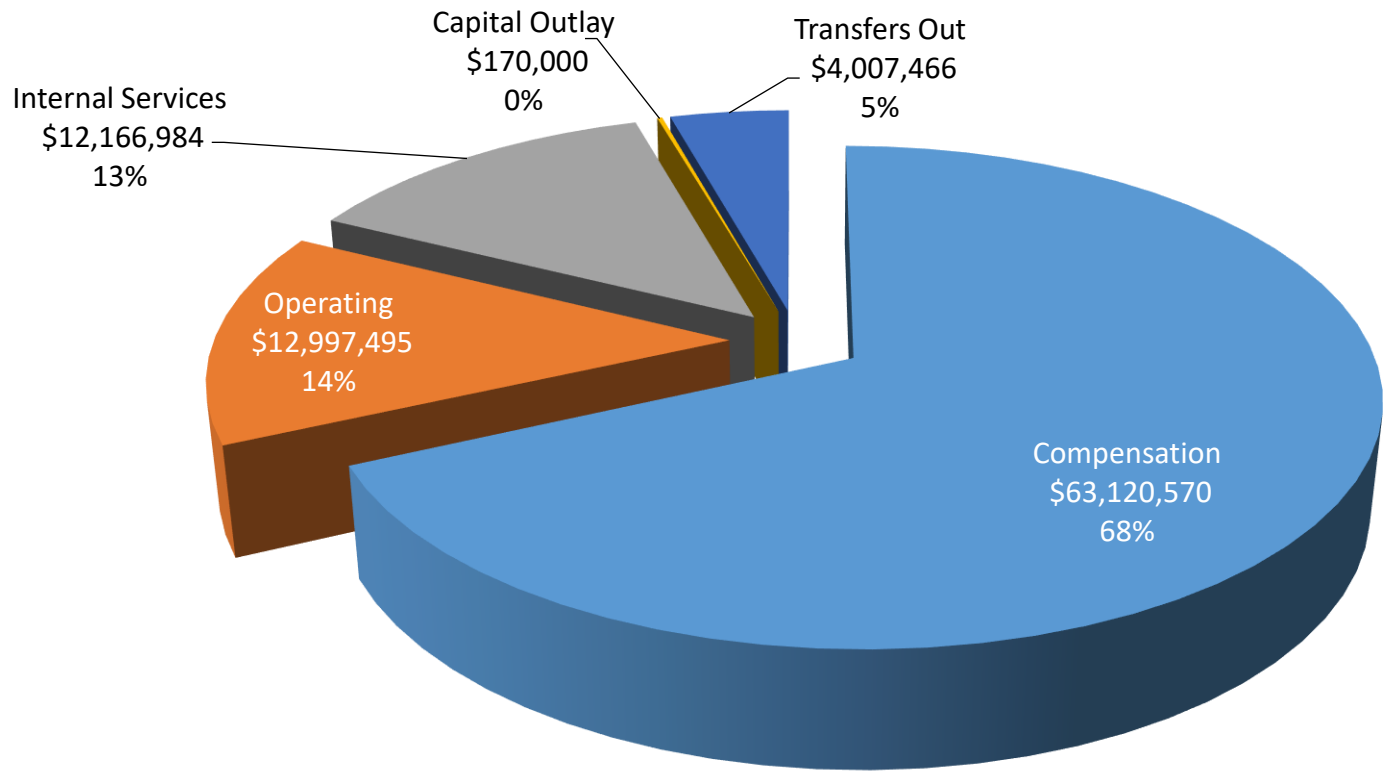
#### Public Protection

Public protection revenues are a direct result of activities and services performed by the Police Department. Examples of public protection revenues include animal licenses, false alarm fees, and vehicle code fines. The total Public Protection revenue amount is shown in the General Fund Five-Year Forecast (\$1,830,298 for FY 2024-25).

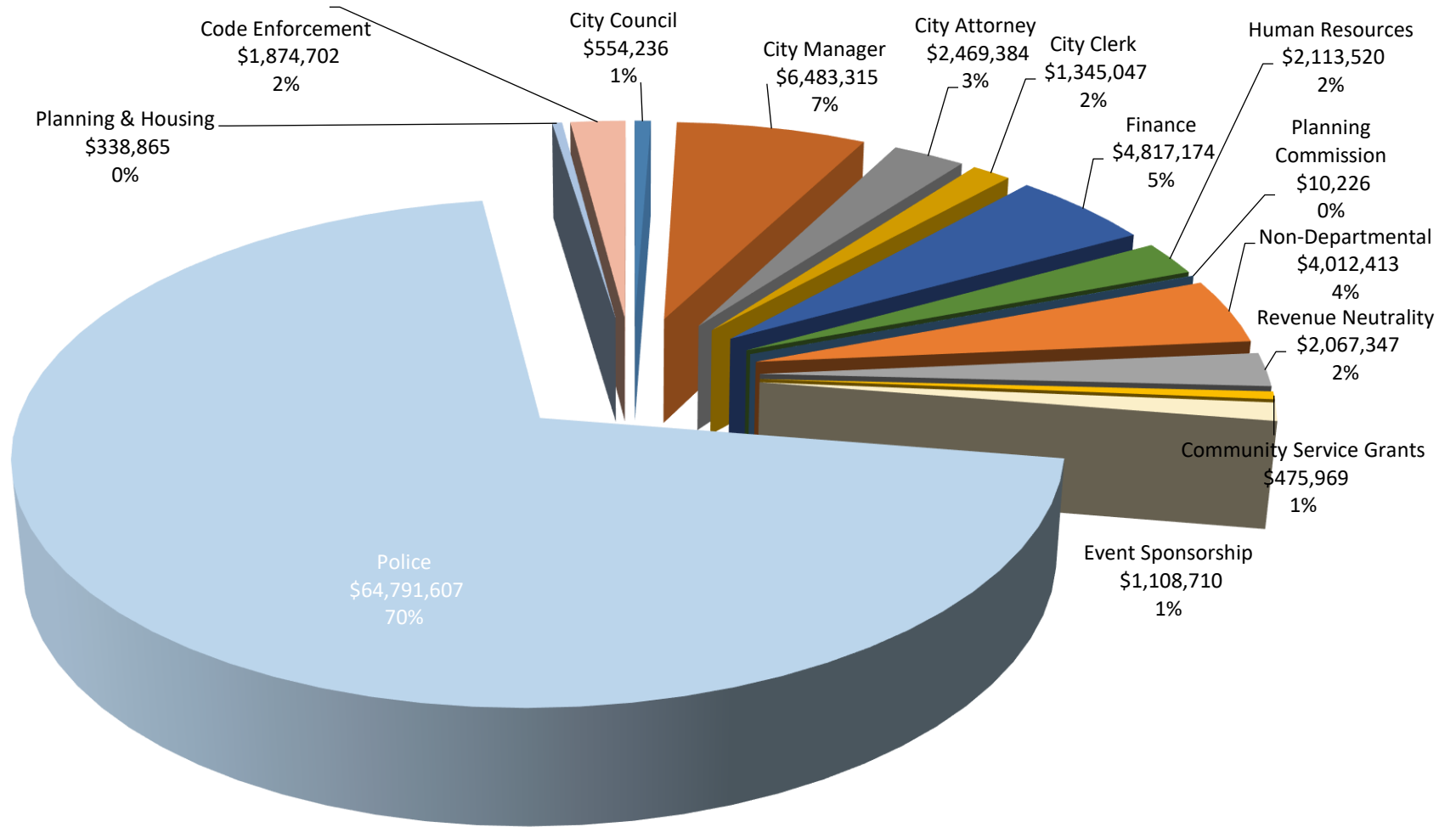
**Code Enforcement**

Code Enforcement revenues are derived mainly from citations, abatement fees, and inspections. The total of these amounts is shown in the General Fund Five-Year Forecast (\$73,100 for FY 2024-25).

### FY 2024-25 General Fund Expenditures by Category: \$92,462,515



### FY 2024-25 General Fund Expenditures by Function: \$92,462,515



For more details on departmental budgets, see each respective department's presentation section further in the budget.

## CITY COUNCIL

<b>Expenditures by Category</b>	<b>FY 2023 Actual</b>	<b>FY 2024 Amended Budget</b>	<b>FY 2024 Estimate</b>	<b>FY 2025 Budget</b>	<b>Change from FY 2024 to FY 2025 Budget</b>
Compensation	160,457	234,250	234,250	331,066	96,816
Operating Expenses	122,061	177,250	175,430	92,830	(84,420)
Internal Services	104,373	93,126	93,126	115,202	22,076
Transfers	10,869	15,299	15,299	15,138	(161)
<b>Total</b>	<b>397,761</b>	<b>519,925</b>	<b>518,105</b>	<b>554,236</b>	<b>34,311</b>
<b>Expenditures By Resource</b>					
General Fund	397,761	519,925	518,105	554,236	34,311
<b>Total</b>	<b>397,761</b>	<b>519,925</b>	<b>518,105</b>	<b>554,236</b>	<b>34,311</b>

## CITY MANAGER

Expenditures by Category	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
Compensation	3,061,289	3,171,783	3,228,983	3,782,594	610,811
Operating Expenses	1,936,643	2,670,175	2,479,808	1,882,647	(787,529)
Internal Services	466,761	647,506	647,506	755,859	108,353
Capital Outlay	6,831	91,535	76,335	6,500	(85,035)
Transfers	40,000	56,305	56,305	55,715	(590)
<b>Total</b>	<b>5,511,524</b>	<b>6,637,305</b>	<b>6,488,937</b>	<b>6,483,315</b>	<b>(153,990)</b>
<b>Expenditures By Division</b>					
City Manager	1,952,850	1,854,337	1,854,337	2,358,714	504,377
Communications	1,400,492	1,696,209	1,601,868	1,779,260	83,050
Economic Development	827,885	1,247,348	1,151,184	1,403,294	155,946
Strategic Planning/Innovation	1,328,981	1,750,499	1,792,638	917,047	(833,453)
Strategic PL Grants	1,316	88,911	88,911	25,000	(63,911)
<b>Total</b>	<b>5,511,524</b>	<b>6,637,305</b>	<b>6,488,937</b>	<b>6,483,315</b>	<b>(153,990)</b>
<b>Expenditures By Resource</b>					
General Fund	5,511,524	6,637,305	6,488,937	6,483,315	(153,990)
<b>Total</b>	<b>5,511,524</b>	<b>6,637,305</b>	<b>6,488,937</b>	<b>6,483,315</b>	<b>(153,990)</b>

## CITY ATTORNEY

Expenditures by Category	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
Compensation	1,571,812	1,802,746	1,802,746	2,071,601	268,855
Operating Expenses	60,254	161,765	161,765	152,584	(9,181)
Internal Services	167,623	173,135	173,135	218,954	45,819
Transfers	18,842	26,522	26,522	26,244	(278)
<b>Total</b>	<b>1,818,530</b>	<b>2,164,168</b>	<b>2,164,168</b>	<b>2,469,384</b>	<b>305,216</b>
<b>Expenditures By Resource</b>					
General Fund	1,818,530	2,164,168	2,164,168	2,469,384	305,216
<b>Total</b>	<b>1,818,530</b>	<b>2,164,168</b>	<b>2,164,168</b>	<b>2,469,384</b>	<b>305,216</b>

## CITY CLERK

Expenditures by Category	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
Compensation	542,433	589,450	589,750	600,758	11,308
Operating Expenses	351,192	132,800	132,126	597,500	464,700
Internal Services	81,510	89,955	89,955	106,378	16,423
Capital Outlay	30,185	15,000	15,000	20,000	5,000
Transfers	14,655	20,628	20,628	20,412	(216)
<b>Total</b>	<b>1,019,976</b>	<b>847,833</b>	<b>847,459</b>	<b>1,345,047</b>	<b>497,214</b>
<b>Expenditures By Resource</b>					
General Fund	1,019,976	847,833	847,459	1,345,047	497,214
<b>Total</b>	<b>1,019,976</b>	<b>847,833</b>	<b>847,459</b>	<b>1,345,047</b>	<b>497,214</b>



## FINANCE

<b>Expenditures by Category</b>	<b>FY 2023 Actual</b>	<b>FY 2024 Amended Budget</b>	<b>FY 2024 Estimate</b>	<b>FY 2025 Budget</b>	<b>Change from FY 2024 to FY 2025 Budget</b>
Compensation	2,665,482	2,349,604	2,356,215	3,457,301	1,107,697
Operating Expenses	678,530	771,319	699,432	748,432	(22,887)
Internal Services	484,648	457,928	457,928	568,777	110,849
Capital Outlay	9,750	-	-	-	-
Transfers	34,194	41,027	41,027	42,664	1,637
<b>Total</b>	<b>3,872,604</b>	<b>3,619,878</b>	<b>3,554,602</b>	<b>4,817,174</b>	<b>1,197,296</b>
<b>Expenditures By Division</b>					
Finance Dept	1,024,492	666,621	579,463	738,316	71,695
Budget	633,481	618,072	684,629	873,814	255,741
Accounting	1,273,229	1,226,427	1,232,763	1,634,463	408,036
Finance Planning	74,238	135,738	127,214	196,479	60,742
Purchasing	495,278	463,355	435,853	677,505	214,150
Cashiering	371,887	509,665	494,680	696,597	186,932
<b>Total</b>	<b>3,872,604</b>	<b>3,619,878</b>	<b>3,554,602</b>	<b>4,817,174</b>	<b>1,197,296</b>
<b>Expenditures By Resource</b>					
General Fund	3,872,604	3,619,878	3,554,602	4,817,174	1,197,296
<b>Total</b>	<b>3,872,604</b>	<b>3,619,878</b>	<b>3,554,602</b>	<b>4,817,174</b>	<b>1,197,296</b>

## HUMAN RESOURCES

<b>Expenditures by Category</b>	<b>FY 2023 Actual</b>	<b>FY 2024 Amended Budget</b>	<b>FY 2024 Estimate</b>	<b>FY 2025 Budget</b>	<b>Change from FY 2024 to FY 2025 Budget</b>
Compensation	740,190	926,690	916,419	1,048,495	121,805
Operating Expenses	563,677	833,346	833,346	871,331	37,985
Internal Services	155,499	145,818	145,818	178,864	33,046
Transfers	10,646	14,985	14,985	14,829	(156)
<b>Total</b>	<b>1,470,013</b>	<b>1,920,839</b>	<b>1,910,567</b>	<b>2,113,520</b>	<b>192,681</b>
<b>Expenditures By Resource</b>					
General Fund	1,470,013	1,920,839	1,910,567	2,113,520	192,681
<b>Total</b>	<b>1,470,013</b>	<b>1,920,839</b>	<b>1,910,567</b>	<b>2,113,520</b>	<b>192,681</b>

## PLANNING COMMISSION

<b>Expenditures by Category</b>	<b>FY 2023 Actual</b>	<b>FY 2024 Amended Budget</b>	<b>FY 2024 Estimate</b>	<b>FY 2025 Budget</b>	<b>Change from FY 2024 to FY 2025 Budget</b>
Compensation	6,390	10,344	10,344	10,226	(118)
<b>Total</b>	<b>6,390</b>	<b>10,344</b>	<b>10,344</b>	<b>10,226</b>	<b>(118)</b>
<b>Expenditures By Resource</b>					
General Fund	6,390	10,344	10,344	10,226	(118)
<b>Total</b>	<b>6,390</b>	<b>10,344</b>	<b>10,344</b>	<b>10,226</b>	<b>(118)</b>

## GENERAL FUND NON-DEPARTMENTAL

Expenditures by Category	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
Compensation	1,380,457	920,900	911,000	1,649,931	729,031
Operating Expenses	525,531	534,000	33,000	533,000	(1,000)
Transfers	24,397,099	5,436,673	5,436,673	1,829,482	(3,607,191)
<b>Total</b>	<b>26,303,087</b>	<b>6,891,573</b>	<b>6,380,673</b>	<b>4,012,413</b>	<b>(2,879,160)</b>
<b>Expenditures By Division</b>					
Non-Departmental	26,282,717	6,870,573	6,360,673	3,992,413	(2,878,160)
Retirement Planning Committee	20,370	21,000	20,000	20,000	(1,000)
<b>Total</b>	<b>26,303,087</b>	<b>6,891,573</b>	<b>6,380,673</b>	<b>4,012,413</b>	<b>(2,879,160)</b>
<b>Expenditures By Resource</b>					
General Fund	26,303,087	6,891,573	6,380,673	4,012,413	(2,879,160)
<b>Total</b>	<b>26,303,087</b>	<b>6,891,573</b>	<b>6,380,673</b>	<b>4,012,413</b>	<b>(2,879,160)</b>

**Note:** All three fiscal years above include additional contributions toward the City's PERS unfunded liability that are above and beyond the required fixed payment. These additional contributions are reflected in the Compensation row.

**Note:** FY 2023 included transfers out at year-end per the Reserve Policy as well as an additional \$3M one-time transfer at Mid-Year to the General Fund Capital Reserve as well as the payoff of the sales tax sharing agreement with The Ridge EG East, LP (\$7M). Additionally, both FY 2024 and FY 2025 include one-time transfer-outs (beyond the Reserve Policy transfer-outs) to the General Capital Reserve fund to contribute funding toward Council priority projects. These one-time transfers are reflected in the Transfers row.

**PROGRAM DESCRIPTION**

The non-departmental section includes appropriations that are not directly attributable to any one function.

**Compensation and Operations** **\$2,182,931**

<b>FY 2024-25</b>		<b>Purpose</b>
Compensation	900,000	Accelerated PERS contributions
Compensation	500,000	Estimated Compensation Impacts
Compensation	249,931	Non-Safety PERS UAL
Operating	20,000	Retirement Planning Committee
Operating	13,000	Non-Departmental Postage expenses
Operating	500,000	Health Retirement Account Option 1 Trust Funding
<b>Totals</b>	<b>\$ 2,182,931</b>	

**Note:** For FY 2024-25, the PERS required fixed payment is only for the Safety Plan in the amount of \$1,311,190 which is budgeted in the Police Department. The fixed payment for the Miscellaneous plans is \$249,931 and is budgeted in Non-Departmental for this expense.

**Transfers Out** **\$1,829,482**

The General Fund makes transfers to other funds for various purposes, such as contributing funding toward priority projects in the Capital Reserve fund, paying debt service costs, supporting the LifeLine rate subsidy program, and paying overhead allocation charges. Some of these transfers recur annually, while others are considered one-time expenditures. Transfers from the General Fund for FY 2024-25 are summarized below. This information can also be found in the Interfund Transfers section of the Budget.

**General Fund Non-Departmental Transfers**

<b>FY 2024-25 Purpose</b>			
<b>Transfers Out expense to</b>			
Fund 106	General Fund Capital Projects	1,450,000	Special Project funding
Fund 407	Debt Service Fund	160,000	Old Town Plaza debt dayment
Fund 408	Debt Service Fund	188,175	City Facility Improvements debt payment
Fund 501	Recycling & Waste	30,000	LifeLine rate subsidy
<b>Total</b>		<b>\$ 1,828,175</b>	
<b>Overhead Transfer expense to</b>			
Fund 296	Cost Allocation Plan	1,307	
<b>Total</b>		<b>\$ 1,307</b>	

**Note:** The General Fund portion of the principal and interest debt service payment (totaling \$323,788 for FY 2024-25) toward the Laguna Palms Campus debt is budgeted directly in the Department and Division budgets. Further details are provided in the Interfund Transfer section of the Budget.

**Note:** The General Fund portion of the principal and interest debt service payment (totaling \$904,882 for FY 2024-25) toward the Animal Shelter debt is budgeted directly in the Animal Services division of the Police Department.

## REVENUE NEUTRALITY

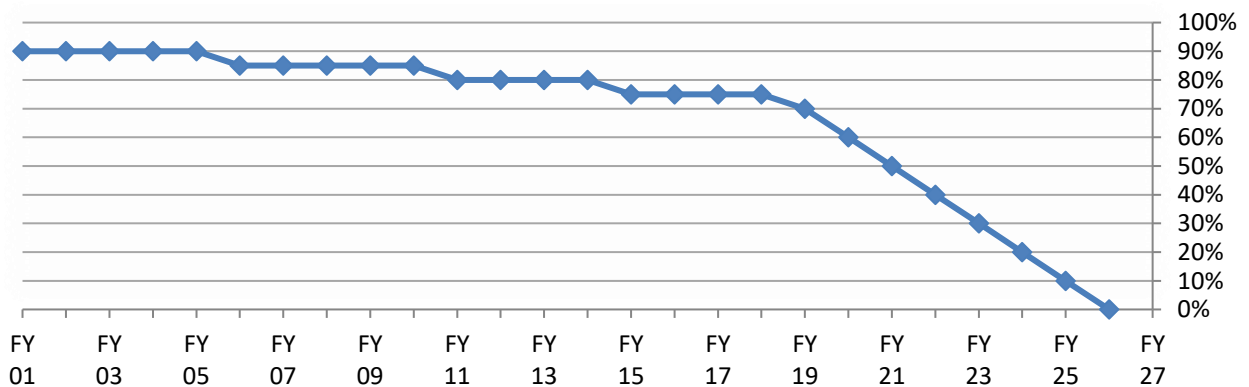
Expenditures by Category	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
Operating Expenses	4,093,839	3,054,049	3,364,131	2,067,347	(986,702)
<b>Total</b>	<b>4,093,839</b>	<b>3,054,049</b>	<b>3,364,131</b>	<b>2,067,347</b>	<b>(986,702)</b>
<b>Expenditures By Resource</b>					
General Fund	4,093,839	3,054,049	3,364,131	2,067,347	(986,702)
<b>Total</b>	<b>4,093,839</b>	<b>3,054,049</b>	<b>3,364,131</b>	<b>2,067,347</b>	<b>(986,702)</b>

### PROGRAM DESCRIPTION

Under the terms of incorporation, the City transfers a percentage of its property tax revenues from the original City boundary to Sacramento County for a period of 25 years. During FY 2024-25, 10% will be transferred to the County of Sacramento compared to a 20% transfer in FY 2023-24. The transfers decrease by 10% each year until the payment is fully phased out in FY 26, and the City retains its full share, which is around 6 cents of every property tax dollar.

## Elk Grove Property Tax Revenue Neutrality

% of Elk Grove Property Tax to County



## COMMUNITY SERVICE GRANTS

Expenditures by Category	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
Operating Expenses	411,066	496,172	456,174	475,969	(20,203)
<b>Total</b>	<b>411,066</b>	<b>496,172</b>	<b>456,174</b>	<b>475,969</b>	<b>(20,203)</b>
Expenditures By Resource					
General Fund	411,066	496,172	456,174	475,969	(20,203)
<b>Total</b>	<b>411,066</b>	<b>496,172</b>	<b>456,174</b>	<b>475,969</b>	<b>(20,203)</b>

### PROGRAM DESCRIPTION

#### City Council Art Commission

**\$18,000**

The City Council-appointed Arts Commission locates and recommends specific pieces of art to be installed at City-owned facilities, provides recommendations to the City Council for arts and entertainment within the City, and dialogues with regional and local entities interested in arts and entertainment.

#### City Council Community Service Grants

**\$457,969**

Awards are granted by the City Council to organizations to fund activities for the betterment and improvement of the community.

**COMMUNITY SERVICE GRANTS**

Organization Name	Activity Title	Activity Description	2024-25 CSG
Al-Misbaah	Youth STEM, Robotics and Sports Program	Expand current afterschool STEM and physical education programs to serve additional low-income Elk Grove Youth.	\$25,000
Alchemist CDC	CalFresh at Laguna Gateway Center Farmers' Market	Provide operational support staff for CalFresh at Farmers' Markets program at the Elk Grove Laguna Gateway Center Farmers' Market. Program allows CalFresh (food stamp) recipients to use their benefits and receive a matching incentive to purchase fresh and healthy foods.	\$13,688
Campus Life Connection	Crossover Basketball	Provide a basketball, tutoring, and mental health program to Elk Grove youth.	\$13,000
Chicks in Crisis	Racing for Babies - Building Healthy & Inclusive Communities	Provide essential supplies such as diapers, wipes, formula, clothing, and hygiene products to Elk Grove's disadvantaged and underserved low-income parenting population through mobile outreach program and operations at E. Stockton Ranch Facility.	\$30,000
Elk Grove Fine Arts Center	Elk Grove Fine Arts Center Organizational Support 2024-25	Fund a portion of lease costs for existing gallery and education workshop space. Programming includes art education classes, monthly art receptions, community art display program, and ongoing art shows.	\$12,500
Elk Grove Food Bank Services	Elk Grove Food Bank Services Operations FY 24/25	Provide operational support for a variety of services to low-income persons, focusing on emergency food distribution six days a week at Elk Grove facility. Other services include six mobile food program distribution sites in Elk Grove, children's choice school program sites, a clothes closet, and food delivery to homebound individuals.	\$100,000
Elk Grove Homeless Assistance Resource Team	Elk Grove HART Support	Assist people experiencing homelessness in Elk Grove toward self-sufficiency and greater independence. Programs include transitional housing, mentoring and transportation assistance.	\$12,000
Elk Grove United Methodist Church	Weekend Meal Program	Offer a free community meal program providing a warm breakfast every Saturday morning from 8-10am.	\$2,500
Friends of Elk Grove Animal Shelter	Friends of Elk Grove Animal Shelter	Provide emergency financial assistance for life-threatening veterinary services for the Elk Grove shelter pets and family pets of Elk Grove residents.	\$15,466
Meals on Wheels by ACC	Senior Nutrition Services	Provide 21,000 home-delivered meals to eligible City of Elk Grove senior residents who are frail and homebound.	\$39,815
Musical Mayhem Productions	Musical Mayhem Productions	Provide performing arts education and training to youth of Elk Grove and greater Sacramento. Requested funding covers some personnel costs and a portion of costs associated with rent of rehearsal studio.	\$12,000
Runnin' for Rhett	Runnin' for Rhett Youth Fitness Program 2024-2025	Provide an after school youth fitness training program for Elk Grove Unified School District students to learn about proper running techniques, stretches, and nutrition. Program runs twice a year for seven weeks and includes a twice per week coached workout.	\$10,000
Sacramento Regional Family Justice Center	Safe at Home - Housing for victims of Domestic Violence	Provide emergency shelter for Elk Grove residents who are victims of domestic violence and human trafficking.	\$15,000
Senior Center of Elk Grove	Senior Center of Elk Grove Operation Grant	Provide Elk Grove senior residents (50+) with in-person programs for lifelong learning, social interaction, health and fitness, and independence in a welcoming environment.	\$80,000
Teen Center USA	Teen Center USA Operations Support	Provide an after school drop-in center serving teens in the 7th-12th grades. Offer tutoring, interviewing, job readiness, etiquette & personal development skills for students who will soon enter the workforce.	\$32,000
Uplift People of Elk Grove	Uplift People of Elk Grove Operations Support 2024-2025	Provide individuals and families living in or near poverty with mentoring by community volunteers and a goal-structured curriculum focused on ending generational poverty.	\$20,000
X Hope, Inc.	X Hope, Inc. Local Program Operational Support	Provide operational support for organization that supports vulnerable Elk Grove youth through community outreach experiences and programs such as Caring for Kids Kits (diaper bags, backpacks, hygiene kits, and welcome home kits), access to a community clothing closet and a co-op closet, and/or Extracurriculars and Activities program (yearbooks, senior social activities, testing	\$25,000
<b>Total</b>			<b>\$457,969.00</b>



## CITY EVENT SPONSORSHIP

### MISSION

The Events budget is managed by the City Manager’s Office through its Public Affairs division for the purpose of furthering the Council’s desire to promote entertainment, recreation, and cultural experiences for residents and visitors. Funding in Events supports the multi-departmental production of City events and the delivery of services and support for community events sponsored under the Event Sponsorship Grant Program.

Expenditures by Category	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
Compensation	197,873	267,600	261,600	325,980	58,380
Operating Expenses	395,179	690,780	594,540	782,730	91,950
<b>Total</b>	<b>593,052</b>	<b>958,380</b>	<b>856,140</b>	<b>1,108,710</b>	<b>150,330</b>
<b>Expenditures By Resource</b>					
General Fund	593,052	958,380	856,140	1,108,710	150,330
<b>Total</b>	<b>593,052</b>	<b>958,380</b>	<b>856,140</b>	<b>1,108,710</b>	<b>150,330</b>

### DIVISION SERVICES

#### City Event Productions

The City plans to provide a variety of community and public events during FY 2025, including Salute to the Red, White and Blue, Multi-Cultural Fest, Teen Festival, Elk Grove Fridays, and Big Truck Day.

#### Event Sponsorship Grant Program

More than 30 community events are funded and supported through the Event Sponsorship Grant Program. Public Affairs staff is responsible for facilitating grant agreements, dispersing cash and in-kind services through the Police, Public Works, Facilities, and Recycling and Waste Departments that support safe and successful community events.

**CITY EVENT SPONSORSHIPS**

Event	Organization	Cash Sponsorship	Police	Public Works	Integrated Waste	Facility Use	Total Cash & In-Kind Support
Annual Fundraiser	American Legion Post 55 Laguna-	\$2,000					\$2,000
Veterans Resource Fair	American Legion Post 55 Laguna- Elk Grove	\$1,000					\$1,000
Art Grove Dia de los Muertos	ARTneis	\$3,000		\$640		Plaza Use	\$3,640
Dia de la Concha	ARTneis	\$2,500			\$830	\$3,300	\$6,630
Magkaiya 2024	Asian American Liberation Network	\$2,500			\$830		\$3,330
MLB Breakfast	CA State National Action Network Education	\$4,000				\$3,300	\$7,300
Music by the Lake	Camden Neighborhood Association	\$2,000	\$980		\$880		\$3,860
Elk Grove Gobble Wobble Run/Walk	Chicks in Crisis, Inc.	\$5,000	\$5,500	\$9,500	\$880		\$20,880
Bill Rose Classic Sierra Nevada Swimming Long Course Championships	Consumnes River Aquatics				\$880	\$10,000	\$10,880
2023 Elk Grove Veterans Day Parade	Elk Grove American Legion Post 233, Inc.	\$2,000	\$10,000	\$9,000	\$830		\$21,830
American Legion Annual Fundraiser Dinner	Elk Grove American Legion Post 233, Inc.	\$2,000					\$2,000
Annual Elk Grove Armed Forces Day	Elk Grove American Legion Post 233, Inc.	\$1,000					\$1,000
2025 State of the City Address	Elk Grove Chamber of Commerce	\$4,000	\$1,500			\$3,300	\$8,800
Bounty of the Boulevard	Elk Grove Community Foundation				\$880	\$6,600	\$7,480
3rd Annual Festival of the Arts	Elk Grove Fine Arts Center	\$3,000		\$640		Plaza Use	\$3,640
3rd Annual Celebration of Art - EGUSD Students	Elk Grove Fine Arts Center	\$1,500					\$1,500
Anniversary Celebration	Elk Grove Food Bank	\$2,000					\$2,000
Homecoming Parade	Elk Grove High School		\$3,000	\$4,000			\$7,000
Spring Tea	Elk Grove Historical Society	\$1,000					\$1,000
Old Fashioned Christmas	Elk Grove Historical Society	\$2,000					\$2,000
Raise the Barn	Elk Grove Lions Foundation	\$2,000				\$3,300	\$5,300
Parade of Lights	Elk Grove Lions Foundation	\$2,000	\$11,000	\$10,000	\$640		\$23,640
Western Festival	Elk Grove Western Festival	\$5,000	\$35,344	\$12,000	\$3,000		\$55,344
Pre-State Baseball Tournament	Elk Grove Youth Baseball	\$2,500					\$2,500
Running of the Elk Half Marathon	Elk Grove Youth Sports Foundation	\$2,000	\$15,000	\$19,000	\$1,045	\$3,000	\$40,045
Elk Grove's Holistic Health and Fitness Expo	Fitness without Borders					\$3,300	\$3,300
12th Annual Franklin High School Invitational Band Review	Franklin High School Band Boosters		\$4,000	\$3,000			\$7,000
Paws for a Purpose	Friends of Elk Grove Animal Shelter	\$2,000				\$3,300	\$5,300
Carnitas Feed	Kwanis Club of Elk Grove					\$3,300	\$3,300
Run 4 Independence	Laguna Sunrise Rotary Club	\$2,000	\$15,000	\$20,000	\$1,045	\$3,000	\$41,045
Taste of Elk Grove	Laguna Sunrise Rotary Club	\$2,500					\$2,500
Dia de los MILES	Latino Center for Art & Culture	\$3,000			\$830		\$3,830
Elk Grove Dicker's Faire	Old Town Elk Grove Foundation	\$7,500	\$18,032	\$5,720	\$2,730	Plaza Use	\$33,982
Community Walk-A-Thon	RISE Women in Business: Dreams in Motion/Bevate Elk Grove	\$1,500					\$1,500
2025 Asian Pacific CultureFest	Sacramento Asian Pacific Cultural Village		\$3,000		\$880	\$5,300	\$9,180
Martin's and Merriment	Soroptomist International of Elk Grove					\$3,300	\$3,300
Strauss Festival	Strauss Festival of Elk Grove	\$12,000	\$9,800		\$2,730		\$24,530
Flamenco Concert	The Flamenco Society					Plaza Use	\$0
Bubble Frency	T-Mo Entertainment	\$1,000					\$1,000
Spring Festival (Lunar New Year)	Vietnamese American Community of Sacramento		\$11,760		\$1,687		\$13,447
Evening of Hope Demin and Diamonds	Xhope, Inc.	\$2,000				\$3,300	\$5,300
<b>Totals</b>		<b>\$87,500.00</b>	<b>\$143,918.00</b>	<b>\$93,500.00</b>	<b>\$20,587.00</b>	<b>\$57,600.00</b>	<b>\$403,113.00</b>

## POLICE

Expenditures by Category	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
Compensation	42,374,236	44,682,172	44,120,529	48,979,876	4,297,704
Operating Expenses	3,440,405	5,033,637	4,799,044	4,732,971	-300,666
Internal Services	8,868,904	9,297,464	9,297,464	9,899,136	601,672
Capital Outlay	150,049	197,673	257,449	143,500	-54,173
Transfers	1,008,975	1,036,801	1,036,801	1,036,124	-677
<b>Total</b>	<b>55,842,568</b>	<b>60,247,746</b>	<b>59,511,287</b>	<b>64,791,607</b>	<b>4,543,861</b>
<b>Expenditures By Resource</b>					
General Fund	55,842,568	60,247,746	59,511,287	64,791,607	4,543,861
<b>Total</b>	<b>55,842,568</b>	<b>60,247,746</b>	<b>59,511,287</b>	<b>64,791,607</b>	<b>4,543,861</b>

## GENERAL FUND PLANNING

Expenditures by Category	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
Compensation	186,965	333,019	335,519	338,865	5,846
<b>Total</b>	<b>186,965</b>	<b>333,019</b>	<b>335,519</b>	<b>338,865</b>	<b>5,846</b>
<b>Expenditures By Division</b>					
Planning	96,894	100,076	102,576	102,229	2,153
PL-Housing	90,071	232,943	232,943	236,636	3,693
<b>Total</b>	<b>186,965</b>	<b>333,019</b>	<b>335,519</b>	<b>338,865</b>	<b>5,846</b>
<b>Expenditures By Resource</b>					
General Fund	186,965	333,019	335,519	338,865	5,846
<b>Total</b>	<b>186,965</b>	<b>333,019</b>	<b>335,519</b>	<b>338,865</b>	<b>5,846</b>

### PROGRAM DESCRIPTION

#### Development Services Planning and Housing Compensation

A portion of the duties performed by the Planning and Housing & Public Services staff in the Development Services department yield city-wide benefits and are thus supported by the General Fund. In previous fiscal years, this compensation was accounted for through the City's General Cost Allocation Plan.

## CODE ENFORCEMENT

<b>Expenditures by Category</b>	<b>FY 2023 Actual</b>	<b>FY 2024 Amended Budget</b>	<b>FY 2024 Estimate</b>	<b>FY 2025 Budget</b>	<b>Change from FY 2024 to FY 2025 Budget</b>
Compensation	869,578	1,059,580	1,374,580	1,374,878	315,298
Operating Expenses	108,133	345,100	320,018	158,300	(186,800)
Internal Services	228,607	215,013	215,013	323,986	108,973
Transfers	12,591	17,723	17,723	17,538	(185)
<b>Total</b>	<b>1,218,910</b>	<b>1,637,416</b>	<b>1,927,334</b>	<b>1,874,702</b>	<b>237,286</b>
<b>Expenditures By Resource</b>					
General Fund	1,218,910	1,637,416	1,927,334	1,874,702	237,286
<b>Total</b>	<b>1,218,910</b>	<b>1,637,416</b>	<b>1,927,334</b>	<b>1,874,702</b>	<b>237,286</b>

**105 - Economic Development Fund**

Identify potential large business startup and “scale up” candidates and support their launch and growth.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>13,277,210</b>	<b>-</b>	<b>487,811</b>	<b>-</b>	<b>-</b>
Operating Expenses	7,592,206	311,654	61,654	250,000	(61,654)
<b>Total Expenditures</b>	<b>7,592,206</b>	<b>311,654</b>	<b>61,654</b>	<b>250,000</b>	<b>(61,654)</b>
Surplus / (Deficit)	5,685,004	(311,654)	426,157	(250,000)	61,654
<b>Available Fund Balance</b>	<b>13,606,749</b>	<b>13,295,095</b>	<b>14,032,906</b>	<b>13,782,906</b>	

**Note:** Per the City’s Reserve Policy, additional transfer-in revenues from the General Fund into this fund can occur in certain years. To see a projection of these additional transfer-in revenues, see the Economic Development Business Incentive Fund five-year forecast in the Five-Year Forecast section of the budget.

**Note:** FY 2023 included the payoff of the sales tax sharing agreement with The Ridge EG East, LP.

**106 - Capital Reserve Fund**

General Fund Capital Reserves may be used to fund long-term capital projects, including the repair of such projects, at the discretion of the City Council.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>10,935,854</b>	<b>1,793,973</b>	<b>1,811,699</b>	<b>1,729,999</b>	<b>(63,974)</b>
Operating Expenses	-	88,981	10,000	-	(88,981)
Capital Outlay	298,823	5,765,749	988,437	1,232,000	(4,533,749)
Transfers	800,000	-	-	-	-
Capital Outlay Rollover	-	-	-	682,823	682,823
<b>Total Expenditures</b>	<b>1,098,823</b>	<b>5,854,730</b>	<b>998,437</b>	<b>1,914,823</b>	<b>(3,939,907)</b>
Surplus / (Deficit)	9,837,031	(4,060,757)	813,262	(184,824)	3,875,933
<b>Available Fund Balance</b>	<b>45,424,986</b>	<b>41,364,229</b>	<b>46,238,248</b>	<b>46,053,424</b>	

**Note:** Per the City’s Reserve Policy, additional transfer-in revenues from the General Fund into this fund can occur in certain years. To see a projection of these additional transfer-in revenues, see the General Capital Reserve five-year forecast in the Five-Year Forecast section of the budget.

**Note:** FY 2023 includes a one-time transfer-in revenues (beyond the Reserve Policy transfers) to the General Capital Reserve fund to contribute funding toward Council priority projects.

**108 - Small Business Econ Incentive Fund**

Identify potential small business startup and scale up candidates and support their launch and growth.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>404,396</b>	<b>-</b>	<b>30,557</b>	<b>22,918</b>	<b>22,918</b>
Operating Expenses	53,510	350,000	45,000	305,000	(45,000)
<b>Total Expenditures</b>	<b>53,510</b>	<b>350,000</b>	<b>45,000</b>	<b>305,000</b>	<b>(45,000)</b>
Surplus / (Deficit)	350,886	(350,000)	(14,443)	(282,082)	67,918
<b>Available Fund Balance</b>	<b>1,162,806</b>	<b>812,806</b>	<b>1,148,363</b>	<b>866,281</b>	

# MEASURE E

On November 8, 2022, Elk Grove voters approved Measure E, a new one-cent transactions and use (sales) tax. This approval was the culmination of a yearlong public outreach process undertaken by the City and the Cosumnes Community Services District (CSD). Public outreach included over 75 community meetings, four meetings with a Community Advisory Group, various community outreach mailers, and two public surveys to understand community needs and priorities. Those priorities were:

<b>Community Identified Needs and Priorities</b>
<p><b>Public Safety</b></p> <p><b>Reducing Crime</b> Provide additional public safety resources in order to keep our neighborhoods safe and reduce crime. Increase neighborhood police patrols, ensure the Police Department is attracting, retaining, and adequately equipping public safety professionals and pursue new, innovative approaches to reducing crime.</p> <p><b>Addressing Homelessness</b> Provide resources to address mental health, substance abuse, and job training needs while ensuring our local businesses, residential neighborhoods, and public areas are safe and secure for everyone.</p> <p><b>Improve 911, police, fire, and emergency disaster and emergency medical response</b> Improve 911 emergency response times, at both the Police and Fire Departments, to ensure that calls for service meet national response time standards.</p> <p><b>Enhancing programs to combat youth crime and gang prevention</b> Fund property and violent crime investigation and prevention, and address crimes related to youth and gangs including supporting after school recreational and enrichment programs to keep youth actively engaged and supported for a bright future.</p>
<p><b>Roads and Parks Safety</b></p> <p><b>Maintaining Streets &amp; Traffic</b> Maintain pothole repair and enhance major roads to improve traffic flow and reduce congestion for the safety of all drivers, bikers, and pedestrians, including safe routes for school kids walking or biking.</p> <p><b>Maintaining Parks</b> Maintain and repair public bathrooms, landscaping, sports fields, deteriorating playgrounds and equipment, including security lighting to keep play spaces clean and safe for children and families.</p>
<p><b>Quality of Life</b></p> <p><b>Clean and Safe Public Areas</b> Keep public areas safe and clean for community members as well as visitors. Implement programs that directly impact visual blight as well as ensuring a safe community for all.</p> <p><b>Economic Development</b> Attract and retain local businesses and jobs to ensure a robust local economy.</p>

The City Council also created the Measure E Citizens' Oversight Committee to ensure community transparency and accountability. The Committee's tasks and responsibilities include:

- Review the revenue and expenditure of funds.
- Review annual independent financial audit.
- Review the initial proposed budget and expenditure plan for consistency with community-identified needs and priorities.
- Annually prepare and present an independent report to the City Council regarding the revenue and expenditures of the funds.

The Committee met on May 6, 2024, and found that the City's (and CSD's) expenditure plans reflect the needs and priorities identified by the community.

Measure E is estimated to generate \$30 million in fiscal year 2025. The revenue is shared between the City and the CSD per an agreement between the City and the CSD. 20 percent of annual revenues will be placed into a reserve for future priority projects and/or economic uncertainty, with the remainder shared between the City (62.5%) and the CSD (37.5%).

**Measure E Tax Sharing Methodology**

<b>Total Estimated Revenue</b>		<b>\$</b>	<b>30,000,000</b>
Future Priority Projects/Reserve	20%	\$	6,000,000
Remaining Funds (Community Services Funds)	80%	\$	24,000,000
<b>Community Services Funds Allocation</b>		<b>\$</b>	<b>24,000,000</b>
City of Elk Grove	62.5%	\$	15,000,000
CCSD	37.5%	\$	9,000,000
Fire Protection Services		\$	(6,000,000)
Parks and Recreation Services		\$	(3,000,000)



The agreement also specifies the CSD's share, with two-thirds for fire protection services and one-third for parks & recreation services. While the agreement does not specify the City's allocation, the City intends to allocate its share as follows:

<b>City Allocation</b>	
Crime Reduction/Rapid Response	\$ 6,000,000
Homelessness	\$ 2,700,000
Streets (maintenance)	\$ 2,400,000
Traffic	\$ 1,200,000
Economic Development	\$ 2,100,000
Youth Gang/Crime Prevention	\$ 300,000
Clean and safe public areas (also included in homelessness/parks)	\$ 300,000
<b>Total</b>	<b>\$ 15,000,000</b>

**BUDGET SUMMARY**

<b>Expenditures By Category</b>	<b>FY 2024 Budget</b>	<b>FY 2024 YE Estimate</b>	<b>FY 2025 Budget</b>
Compensation	2,149,032	2,167,916	3,851,856
Operating Expenses	4,732,357	2,495,423	8,638,807
Internal Services	570,531	570,531	714,853
Capital Equipment	2,082,559	1,840,454	696,800
Capital Improvements	1,590,000	1,899,750	2,535,000
Transfers	245,672	245,672	243,452
<b>Total</b>	<b>11,370,151</b>	<b>9,219,745</b>	<b>16,680,768</b>
<b>Expenditures By Priority</b>			
Reducing Crime	4,802,999	4,648,213	5,705,339
Addressing Homelessness	2,035,553	1,026,725	3,537,735
Youth Crime and Gang Prevention	293,555	206,966	272,388
Maintaining Streets	2,738,044	1,973,091	2,695,483
Clean and Safe Public Areas	225,000	175,000	294,823
Economic Development	1,275,000	190,000	3,175,000
Traffic	-	999,750	1,120,000
<b>Total</b>	<b>11,370,151</b>	<b>9,219,745</b>	<b>16,800,768</b>

**Note:** The Internal Services portion of the budget pays for ongoing goods and services provided by the Information Technology Department, Facilities and Fleet Division, and Risk Management Division. Examples of such goods and services include software subscriptions and updates; vehicle fuel and maintenance; and insurance premiums. Internal Services costs are shown in each Priority below if applicable.

**Note:** The Transfers portion of the budget pays for ongoing services provided by central support departments such as Finance, Human Resources, and City Attorney's Office. Examples of such services include payroll administration; budgeting and purchasing administration and assistance; personnel salary and benefits administration and assistance; reviewing contracts and staff reports. Transfers costs are shown in each Priority below if applicable.

**Note:** The FY 2025 Measure E Budget allocation exceeds the anticipated \$15 million anticipated revenue due to unspent Capital Project funds that will rollover from FY 2024.

## Reducing Crime

### Budget Summary

Expenditures By Category	FY 2024 Budget	FY 2024 YE Estimate	FY 2025 Budget
Compensation	1,812,954	1,789,746	3,408,728
Operating Expenses	435,722	365,073	767,284
Internal Services	489,431	489,431	622,741
Capital Equipment	1,865,315	1,804,387	696,800
Transfers	199,577	199,577	209,786
<b>Total</b>	<b>4,802,999</b>	<b>4,648,213</b>	<b>5,705,339</b>

### Budget Initiatives

- Add 1 Training Team Officer Position** – This position will allow the Department’s Training Team to have its first officer dedicated to training needs such as first aid, emergency vehicle operations, arrest control, de-escalation, procedural justice, and other mandated training for police officers. It will alleviate the need to take officers away from their primary assignments to assist with this duty.
- Add 1 Commercial Enforcement Officer Position** – This position will focus on traffic issues related to commercial vehicles such as oversized vehicles using prohibited roadways resulting in collisions, increased residential parking complaints, and accelerated roadway degradation. This position will help to increase roadway safety, decrease citizen complaints, and fill the need for comprehensive commercial detail.
- Add 2 Dispatch Supervisor Positions** – Two additional dispatch supervisor positions will allow the Communications Center to modify the current shift model to a 4/10 schedule that mirrors patrol shifts. Each supervisor will be responsible for oversight of a team/shift which provides the ability to provide stable support and oversight for each team.
- Additional Flock Cameras** - Purchase 10 additional Flock Safety License Plate Readers. These devices alert the Real-Time Information Center whenever a wanted vehicle enters an area where a camera is installed. These cameras assist with crimes in progress, investigating crimes, and locating missing persons and vehicles. An additional ten cameras will provide further coverage throughout Elk Grove.
- Community Prosecution Program** - The Department intends to use Measure E funding to continue the Community Prosecution Program. A Sacramento County Community Prosecutor will be provided full-time to serve Elk Grove, with a focus on targeting public safety problems that have negative impacts on quality of life.

## Accomplishments

- **Added 3 Problem-Oriented Policing (POP) Positions (2 Officers and 1 Sergeant)** - Once fully staffed, the additional POP personnel will allow the City to have two teams to serve Elk Grove; one will focus on the East and the other on the West. The teams will focus on the specific issues in their area related to quality of life, long-term problems, and homelessness.
- **Added 2 Motor Officer Positions** - Adding two motor officer positions allowed for increased coverage to include weekends and evenings. This increased coverage provides traffic enforcement in high-collision areas, increased special enforcement activities in and around schools, and addresses speed and other traffic complaints.
- **Added 3 Dispatcher Positions** - Once fully staffed, the addition of the three dispatchers will allow the dispatch center to modify the current shift schedule and increase the number of dispatchers working on each shift, with the goal of reducing 911 answer times leading to more efficient dispatching of 911 events and meeting the national response time standards. In addition, it will allow for quicker patrol response times and a reduction in crime.
- **Added 2 Patrol Officers** - This increased the City's patrol allocation for police officers to 61. With significant entertainment-related infrastructure being built and planned in the City, i.e., Sky River Casino, Zoo, Project Elevate, etc., the City will see increased crime and need law enforcement dedicated to these areas to ensure a safe environment for patrons. With the addition of patrol officers, the response time for patrol will likely decrease, allowing our officers to serve the community proactively.
- **Added Special Operations Lieutenant Position** - The Special Operations Lieutenant oversees the Crisis Response Unit (CRU), which encompasses the Special Weapons and Tactics Team, the Hostage Negotiations Team, Tactical Dispatcher Team, and the Unmanned Aerial Surveillance (UAS) Team. This position allows for the expansion of the UAS team and associated duties.
- **Added 2 Mental Health Clinician Positions** - Calls for service often involve a mental health component. Police officers have been increasingly tasked with responding to crises involving individuals with behavioral health conditions or intellectual and developmental disabilities. These situations are often complex and present significant challenges which require a high level of training and expertise to serve these populations effectively. The Police Department now has two Crisis Intervention Response Teams (CIRT) that consists of a police officer partnered with a Mental Health Counselor. The CIRT co-responds to calls involving mental health crises. The addition of a second MCST Team allowed for expanded days/hours the CIRT is available.
- **Established the Drone as a First Responder Program** - The Drone as a First Responder (DFR) Program is designed to augment police field response to calls for service with real-time actionable video intelligence. The DFR program includes pre-positioned unmanned aerial system (drone) assets and is ready to launch and fly to locations of calls for service. The pilot will be remotely positioned and control flight with a visual observer. By leveraging technology already existing in the Real-Time Information Center, DFR drones can launch and be on station overhead of a call of service, typically before ground resources arrive on scene providing real-time video intelligence. It can locate, report, and follow suspects and suspected vehicles involved in crimes that have just occurred while ground resources respond to the location. In addition, DFR drone missions can check the validity of certain calls and can mitigate those calls in place of having police officers on the ground to respond.

- **Added Recruitment Team Officer Position** - The Police Department recruitment team helps with crime reduction efforts by allowing the Department to have staff dedicated to recruiting viable candidates to fill vacancies, which in return allows the Department to allocate more resources to proactive policing, community policing, and better investigatory follow-up and case closures. The recruitment officer's efforts in reducing organizational vacancies will allow the Department to create programs such as youth and gang services that are more difficult to fill with inadequate staffing.
- **Added Training Team Officer Position** - The Police Department's training officer helped to alleviate some of the responsibilities shared by many staff members throughout the organization. A dedicated training officer allowed for a portion of the large pool of employees who handle training as an ancillary assignment to be more present in their patrol duties, community policing duties, and investigations duties and assisted with reducing crime by allowing officers to focus on their primary responsibilities.
- **Added Community Service Officer (Parking)** - The Parking CSO is dedicated to addressing complaints regarding abandoned or illegally parked vehicles. Assigning a full-time CSO dedicated to abandoned or illegally parked vehicle calls has significantly freed up patrol officers, patrol CSOs, traffic enforcement officers, and POP officers to focus on their primary duties.
- **Cobwebs Software purchase** - The Department purchased a deep search intelligence platform to perform public internet and dark web searches, linking people, property, and data together. The software assists with criminal investigations and human trafficking.
- **Additional Flock Cameras purchase** - The Department purchased 10 additional Flock Safety License Plate Readers. These devices alert the Real-Time Information Center whenever a wanted vehicle enters an area where a camera is installed. These cameras assist with crimes in progress, investigating crimes, and locating missing persons and vehicles. An additional ten cameras provide further coverage throughout Elk Grove.
- **Added Special Equipment Officer** - The Department added a Special Equipment Officer which falls under the new Special Operations Bureau. The Special Equipment Operator will be responsible for monitoring and deploying camera trailer assets for the RTIC, installing tripod cameras on businesses experiencing retail theft, and/or shelters and weather-related ad hoc centers, managing our robust drone fleet, placing electronic bait throughout the city, and flying drone operations as needed.
- **Narcotic Canine Purchase** - A narcotic canine was purchased and assigned to the Special Investigations Unit. This addition will allow the Department to effectively combat fentanyl and other narcotic-related crimes within the city of Elk Grove.

## Addressing Homelessness

### Budget Summary

Expenditures By Category	FY 2024 Budget	FY 2024 YE Estimate	FY 2025 Budget
Compensation	91,559	92,058	97,528
Operating Expenses	1,856,500	861,106	3,395,700
Internal Services	23,959	23,959	33,285
Capital Equipment	50,000	36,067	-
Transfers	13,535	13,535	11,222
<b>Total</b>	<b>2,035,553</b>	<b>1,026,725</b>	<b>3,537,735</b>

### Budget Initiatives

- **Interim Shelter Options** - Provided interim shelter options via a Winter Sanctuary to City residents experiencing homelessness during the winter.
- **Permanent Housing Support** - Provide support for permanent housing opportunities for people exiting homelessness. This will include operational subsidies for City-owned permanent housing and may include operational funding for new permanent supportive housing built in the City, ongoing vouchers or subsidies for those exiting homelessness, and supportive services to assist people with remaining stably housed.

### Accomplishments

- **Interim Shelter Options** - Provide interim shelter options to people experiencing homelessness. This will include emergency shelter operations and motel vouchers for families and vulnerable individuals. Additional funding may come from the City’s federal grants.
- **Transitional Housing Support** - Provide case management and operational support to the nonprofit operator of the City-owned transitional housing options. Provide operations support to Waking the Village for its Elk Grove-based transitional housing and emergency shelter programs for transition-age youth.
- **Homeless Navigator Position** - Funded one of two Homeless Outreach Navigator positions to further establish relationships and build trust with people experiencing homelessness and help them access resources. Navigators complete assessments for housing opportunities, make referrals for shelters and temporary and permanent housing, help people obtain documents needed for housing (such as IDs and birth certificates), and connect people with social services, including mental health and substance abuse resources.

- **Ongoing Case Management and Life Skills Training** - Provided support, including case management and life skills training, to people exiting homelessness to help them maintain their housing. Such case management includes assistance with budgeting (including a payee service), independent living, service referrals to healthcare, and other resources. It also includes informal landlord/tenant mediation and an attempt to address potential problems before the tenancy is lost. If feasible, a mentoring component would also be included.
- **Homelessness Prevention - Utility Assistance** - Provided utility assistance for lower-income households whose electricity or gas is in danger of being shut off due to nonpayment. Funding is granted to the Elk Grove Food Bank, which qualifies households to receive funding and make payments directly to utility providers.
- **Encampment Cleanup Incentives** - Provide small gift cards to people living in encampments who bag their trash. These costs are the gift card costs only. PD homeless outreach officers currently manage the program.

## Youth Crime and Gang Prevention

### Budget Summary

<b>Expenditures By Category</b>	<b>FY 2024 Budget</b>	<b>FY 2024 YE Estimate</b>	<b>FY 2025 Budget</b>
Compensation	115,233	156,780	219,292
Operating Expenses	40,136	4,244	6,000
Internal Services	32,367	32,367	35,874
Capital Equipment	92,244	-	-
Transfers	13,575	13,575	11,222
<b>Total</b>	<b>293,555</b>	<b>206,966</b>	<b>272,388</b>

### Accomplishments

- **Added Youth Services Team Officer Position** - The creation of a Youth Services Team serves to meet the needs of the community to target issues with youth in Elk Grove. The Youth Services Unit organizes, coordinates, collaborates, and assists with developing and running various youth programs to build positive relationships with youth in our community. Some of the programs include sports, education, and gang/crime prevention. The Youth Services Team also runs the Department’s Explorer Program, a program dedicated to preparing young men and women for a career in law enforcement by developing a fundamental understanding of police procedures, duties, and concepts.

## Maintaining Streets

### Budget Summary

Expenditures By Category	FY 2024 Budget	FY 2024 YE Estimate	FY 2025 Budget
Compensation	129,285	129,332	126,308
Operating Expenses	900,000	-	-
Internal Services	24,774	24,774	22,953
Capital Equipment	75,000	-	-
Capital Improvements	1,590,000	1,800,000	2,150,000
Capital Improvements - Roll Over		-	385,000
Transfers	18,985	18,985	11,222
<b>Total</b>	<b>2,738,044</b>	<b>1,973,091</b>	<b>2,695,483</b>

### Budget Initiatives

- Pavement Maintenance** - The increased funding will be used primarily for arterial road rehabilitation (overlay), pothole repairs, and spot paving repairs. Other likely applications include resurfacing additional streets and using funds as a local match for potential grants. Better pavement condition reduces wear and tear on vehicles and improves fuel efficiency. A fix-it-first approach also results in cost savings over time as more costly and intensive repairs are avoided.

For FY24, the Measure E funds financed the overlay of Laguna Blvd from Hwy 99 to just west of the Laguna Springs Drive intersection. This project will advertise for bids and begin construction in summer 2024. Additional deep lift repairs on Laguna Blvd between Laguna Springs Drive and Big Horn Blvd. will also be completed depending on bid results and available funds.

For FY25, the Measure E funds will finance the overlay of Laguna Blvd from just west of the Laguna Springs Dr. intersection to Bruceville Rd., including completion of any remaining deep lift repairs not completed using FY24 funds.

- Pavement Management Position** - Added a Public Works Inspector to help manage the additional pavement work. The Inspector inspects construction activities on assigned public works projects; ensure conformance with approved plans, specifications, and City standards; maintain records and prepare reports on projects inspected.



## Clean and Safe Public Areas

### Budget Summary

Expenditures By Category	FY 2024 Budget	FY 2024 YE Estimate	FY 2025 Budget
Operating Expenses	225,000	175,000	294,823
<b>Total</b>	<b>225,000</b>	<b>175,000</b>	<b>294,823</b>

### Budget Initiatives

- Keep Elk Grove Clean - Pilot Project** - Joint venture with Public Works and Public Affairs to implement the Keep Elk Grove Clean and Safe Campaign. Ongoing campaigns will include education and promotion, and increased native tree planting, trash receptacles, and mutt mitt stations along trails/creeks/channels/roadsides. This would consist of servicing the trash receptacles, mutt mitt stations, and additional litter pickup. The project also includes funding for homeless camp cleanup work. The project aligns with the beautification efforts from the Elk Grove Anti-Trash group and a request from the City Council for an anti-litter campaign.
- Graffiti Abatement** - Contracted with a professional graffiti removal company to quickly remove graffiti on private property visible to the public, keeping the community beautiful and deterring additional graffiti and other criminal activity.

### Accomplishments

- Since July of 2023 to date, Code Enforcement has processed a total of 49 complaints relating to graffiti on public and private property.
- A total 9 from the 49 cases were abated using the new graffiti abate contract.
- The 9 cases were abated by the City's contractor within an average of 55 days.
  - Contributors that caused the average of 55 days included: delays from property owners to obtain written consent to abate the graffiti. We intend to review this process and shorten the time provided to owners to respond, which should reduce the time it takes to abate.

## Economic Development

### Budget Summary

Expenditures By Category	FY 2024 Budget	FY 2024 YE Estimate	FY 2025 Budget
Operating Expenses	1,275,000	190,000	3,175,000
<b>Total</b>	<b>1,275,000</b>	<b>190,000</b>	<b>3,175,000</b>

### Budget Initiatives

- **Elk Grove Innovation Center (formerly Tech Hub)** - Design and construct building improvements to create tenant spaces in a shared building for technology startups.
- **Grant Line Business Park Infrastructure** - Design and construct critical sewer, water, roadway, and signage facilities in the Grant Line Business Park; reimburse developers for privately constructed public infrastructure.
- **Project Elevate Pre-Development** - Fund planning and design pre-development costs related to Project Elevate.
- **Brewery, Restaurant, and Winery Incentive Program (BReW)** - Implement a brewery, restaurant, and winery incentive program to assist businesses with tenant improvements and City-related startup costs, including impact fees.
- **Facade Improvement Through Exceptional Design Incentive Program (FIX'D)** - Implement a façade improvement program to fund the construction of façade improvements (lighting, signage, paint, awnings) to buildings in older business districts and shopping centers throughout the city.
- **Startup Main Street Incentive Program** - Create and implement a Startup Main Street Program to assist Main Street businesses with launching their venture.
- **Event Attraction Grant Program** - Implement an event attraction grant program for purposes of partnering with Visit Elk Grove, the City’s tourism marketing district manager, to provide incentive grants to attract high-impact events and conferences to the City.
- **Automall: NEXT** - Prepare a masterplan detailing modifications and enhancements to the Elk Grove Auto Mall designed to improve the customer experience, increase sales, and position the Auto Mall for maximum success over the next 25 years.
- **Business District Marketing** - Continue and enhance neighborhood business district marketing efforts.

## Accomplishments

- **Elk Grove Innovation Center (formerly Tech Hub)** - Identified a property (3233 Dwight Road) for the project and commenced discussions with the owner to initiate design and planning activities to position the City to be able to contribute Measure E funds towards the project in FY 24/25.
- **Project Elevate Pre-Development** - Completed a nationwide search for a development partner, CenterCal Properties, LLC, and executed a Letter of Intent in April 2024. Pre-development planning has commenced leading to the probable use of Measure E funding in FY 24/25.
- **Brewery, Restaurant, and Winery Incentive Program (BReW)** - Obtained City Council approval of the BReW program in August 2023 and solicited proposals for initial grants. The first grant under the program was completed in May 2024 for the Slow and Low restaurant project in Historic Downtown Elk Grove; a number of additional grant applications are in process.
- **Facade Improvement Through Exceptional Design Incentive Program (FIX'D)** - Obtained City Council approve of the FIX-D program in July 2023 and solicited proposals for initial grants. No grants have been made to date; however, staff is actively evaluating a number of grant applications and is working to directly identify and engage property owners who can benefit from the program.
- **Event Attraction Grant Program** - Obtained City Council approve of the Event Attraction Grant Program in August 2023. To date, approximately \$40,000 in grants have been made in partnership with Explore Elk Grove, the City's tourism agency, for a number of multi-day sporting events including national and regional swimming, soccer, and softball meets and tournaments.

## Traffic

### Budget Summary

<b>Expenditures By Category</b>	<b>FY 2024 Budget</b>	<b>FY 2024 YE Estimate</b>	<b>FY 2025 Budget</b>
Operating Expenses	900,000	900,000	1,000,000
Capital Improvements	99,750	99,750	120,000
<b>Total</b>	<b>999,750</b>	<b>999,750</b>	<b>1,120,000</b>

**Note:** Traffic was included as part of the Maintaining Streets Measure E priority in FY 2024.

- **Traffic Signal Coordination** - Collect traffic volume counts and create coordinated signal timing for nine roadways included in the Traffic Congestion Management Plan:
  - Elk Grove Blvd (I-5 to Waterman; ensure integration with existing coordination)
  - Laguna Blvd (I-5 to SR-99; ensure integration with existing coordination)
  - Bond Rd (SR-99 to Bradshaw)
  - Sheldon Rd (Bruceville to Elk Grove Florin)
  - Grantline/Kammerer (Lotz to Waterman)
  - Franklin (Big Horn to Whitelock)
  - Bruceville (Sheldon to Whitelock)
  - Big Horn (Franklin to Whitelock)
  - Elk Grove Florin (Sheldon to Elk Grove Blvd)
- **New Traffic System/ITS Operations and Maintenance** - Traffic system/ITS improvements that Measure E funded require ongoing maintenance and operations, including:
  - Single and multiple fusion splicers, connector, and fiber optics Optimal Time Domain Reflectometer.
  - Video detection equipment (4 additional cameras) for signals where not all approaches were upgraded.
  - Cradlepoint software subscription.
  - Fiber optic stands.
  - Interconnect switches.
- **Flashing Yellow Arrow Implementation** - This initiative will evaluate multiple traffic signals to determine if Flashing Yellow Arrow Phasing can be implemented. These funds will also be used to design and construct new signals where they can be implemented.
- **School Zone Crosswalk Safety Enhancements** - This project will install LED flashing stop signs and/or high-visibility crosswalks at approximately 25 school crossing intersections. Locations will be prioritized based on the history of collisions with pedestrians under 18 years old and wide multilane streets controlled by stop signs.

- **Urban SDK Software** - Purchase software that provides traffic volumes, speed, and travel time data for all Elk Grove roads.

### Accomplishments

- The FY2024 funds were entirely allocated to the Citywide Traffic Signal Enhancement and Congestion Relief Project (WTR094). The Project was advanced through final design and a construction contract was awarded on May 22, 2024. Construction is expected to be complete in Fall 2025.

## SPECIAL REVENUE FUNDS

**201 - Recycling Grant**

Funds provided by the State Department of Conservation's recycling division through California Capitol Refund Value (CRV) beverage container fees.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>271,235</b>	<b>44,270</b>	<b>119,669</b>	<b>2,405</b>	<b>(41,865)</b>
Operating Expenses	267,560	116,463	39,311	50	(116,413)
<b>Total Expenditures</b>	<b>267,560</b>	<b>116,463</b>	<b>39,311</b>	<b>50</b>	<b>(116,413)</b>
Surplus / (Deficit)	3,675	(72,193)	80,358	2,355	74,548
<b>Available Fund Balance</b>	<b>15,836</b>	<b>(56,357)</b>	<b>96,194</b>	<b>98,549</b>	

**Note:** Due to the cyclical nature of grant funding, funds are programmed only so far as the funding is authorized and approved (expiration, renewal, et al). Additional grant funding may be awarded in the coming fiscal year. The Budget Resolution adopted in concurrence with the Annual Budget allows for the re-appropriation of unspent grant funding and budgeting of new grant funding at the time of award.

**202 - Used Oil Recycling Grant**

Funds received from the State Department of Resources Recycling and Recovery and used to educate the public on oil recycling.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>26,059</b>	<b>24,138</b>	<b>137</b>	<b>137</b>	<b>(24,001)</b>
Operating Expenses	25,328	24,138	6,928	50	(24,088)
<b>Total Expenditures</b>	<b>25,328</b>	<b>24,138</b>	<b>6,928</b>	<b>50</b>	<b>(24,088)</b>
Surplus / (Deficit)	731	-	(6,791)	87	87
<b>Available Fund Balance</b>	<b>6,704</b>	<b>6,704</b>	<b>(87)</b>	<b>-</b>	

**Note:** Due to the cyclical nature of grant funding, funds are programmed only so far as the funding is authorized and approved (expiration, renewal, et al). Additional grant funding may be awarded in the coming fiscal year. The Budget Resolution adopted in concurrence with the Annual Budget allows for the re-appropriation of unspent grant funding and budgeting of new grant funding at the time of award.

## SPECIAL REVENUE FUNDS

**209 – Opioid Settlement**

On March 25, 2022, a final agreement was reached under a \$26 billion settlement offer made by opioid manufacturer Janssen Pharmaceuticals, the parent company of Johnson & Johnson, and the “big three” distributors, McKesson, AmerisourceBergen, and Cardinal Health, to resolve over 3,000 opioid crisis-related lawsuits nationwide.

California will receive approximately \$2.05 billion from the settlements over the next 11 years from Janssen and 18 years from the Distributors. Most of this money will be provided to participating subdivisions (county and municipalities) for opioid abatement activities.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>344,400</b>	<b>-</b>	<b>8,925</b>	<b>6,694</b>	<b>6,694</b>
Compensation	-	66,821	-	144,671	77,850
Operating Expenses	-	21,645	-	-	(21,645)
Capital Outlay	-	77,700	-	-	(77,700)
<b>Total Expenditures</b>	<b>-</b>	<b>166,166</b>	<b>-</b>	<b>144,671</b>	<b>(21,495)</b>
Surplus / (Deficit)	344,400	(166,166)	8,925	(137,977)	28,189
<b>Available Fund Balance</b>	<b>344,400</b>	<b>178,234</b>	<b>353,325</b>	<b>215,348</b>	

**210 - California Board of State Community Corrections State of California Grant**

The California Board of State Community Corrections, whose mission is to assist local jurisdictions to reduce recidivism, provides grant funding to programs, supporting the efforts of local communities to manage offenders released to their communities under Assembly Bills 109 and 117.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>-</b>	<b>-</b>	<b>89,867</b>	<b>-</b>	<b>-</b>
Operating Expenses	-	80,000	80,000	-	(80,000)
Capital Outlay	-	9,867	-	9,867	-
<b>Total Expenditures</b>	<b>-</b>	<b>89,867</b>	<b>80,000</b>	<b>9,867</b>	<b>(80,000)</b>
Surplus / (Deficit)	-	(89,867)	9,867	(9,867)	80,000
<b>Available Fund Balance</b>	<b>127</b>	<b>(89,740)</b>	<b>9,994</b>	<b>127</b>	

**Note:** Due to the cyclical nature of grant funding, funds are programmed only so far as the funding is authorized and approved (expiration, renewal, et al). Additional grant funding may be awarded in the coming fiscal year. The Budget Resolution adopted in concurrence with the Annual Budget allows for the re-appropriation of unspent grant funding and budgeting of new grant funding at the time of award.

## SPECIAL REVENUE FUNDS

**213 – Police Extra Duty Program**

Funds for the hiring of off-duty officers for event security, traffic control, and motorized traffic escorts.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>286,071</b>	<b>230,000</b>	<b>429,728</b>	<b>414,000</b>	<b>184,000</b>
Compensation	273,236	215,000	370,676	414,000	199,000
Operating Expenses	17,976	15,000	-	-	(15,000)
<b>Total Expenditures</b>	<b>291,212</b>	<b>230,000</b>	<b>370,676</b>	<b>414,000</b>	<b>184,000</b>
Surplus / (Deficit)	(5,141)	-	59,052	-	-
<b>Available Fund Balance</b>	<b>(43,458)</b>	<b>(43,458)</b>	<b>15,594</b>	<b>15,594</b>	

**215 – State Asset Forfeiture**

The Asset Forfeiture funds are a percentage of proceeds from the sale of seized property and are used for education and problem prevention projects aimed at the youth in our community.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>22,919</b>	<b>15,345</b>	<b>15,345</b>	<b>-</b>	<b>(15,345)</b>
Operating Expenses	58,656	36,988	30,606	6,381	(30,606)
Capital Outlay	35,573	89,354	59,732	29,622	(59,732)
<b>Total Expenditures</b>	<b>94,229</b>	<b>126,342</b>	<b>90,338</b>	<b>36,003</b>	<b>(90,338)</b>
Surplus / (Deficit)	(71,310)	(110,997)	(74,993)	(36,003)	74,993
<b>Available Fund Balance</b>	<b>113,139</b>	<b>2,142</b>	<b>38,146</b>	<b>2,143</b>	

**Note:** Due to the unpredictable nature of asset seizure funding, funds are programmed only so far as the available fund balance in the coming fiscal year. Additional Asset Seizure funding may become available for appropriation in the coming fiscal year at which time the Budget Resolution adopted in concurrence with the Annual Budget allows for appropriation and budgeting of the additional asset seizure funds at that time received.



## SPECIAL REVENUE FUNDS

**216 – Federal Police Grants**

Includes several types of grants for various programs within the Police Department.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>350,106</b>	<b>1,267,263</b>	<b>439,080</b>	<b>286,151</b>	<b>(981,112)</b>
Compensation	213,042	544,392	1,629	269,115	(275,277)
Operating Expenses	25,751	61,705	107,844	17,036	(44,669)
Capital Outlay	149,844	593,053	356,954	-	(593,053)
<b>Total Expenditures</b>	<b>388,637</b>	<b>1,199,150</b>	<b>466,427</b>	<b>286,151</b>	<b>(912,999)</b>
Surplus / (Deficit)	(38,531)	68,113	(27,347)	-	(68,113)
<b>Available Fund Balance</b>	<b>27,348</b>	<b>95,461</b>	<b>1</b>	<b>1</b>	

**Note:** Due to the cyclical nature of grant funding, funds are programmed only so far as the funding is authorized and approved (expiration, renewal, et al). Additional grant funding may be awarded in the coming fiscal year. The Budget Resolution adopted in concurrence with the Annual Budget allows for the re-appropriation of unspent grant funding and budgeting of new grant funding at the time of award.

**217 - Local Police Grants**

This fund is used to account for miscellaneous grants and donations from local businesses and organizations. The funds are used for programs specific to the donations, or various police programs.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>249,613</b>	<b>534,691</b>	<b>285,070</b>	<b>310,938</b>	<b>(223,753)</b>
Compensation	248,589	377,891	128,270	249,621	(128,270)
Operating Expenses	2,776	81,648	67,707	13,941	(67,707)
Capital Outlay	-	77,376	30,000	47,376	(30,000)
<b>Total Expenditures</b>	<b>251,365</b>	<b>536,915</b>	<b>225,977</b>	<b>310,938</b>	<b>(225,977)</b>
Surplus / (Deficit)	(1,752)	(2,224)	59,093	-	2,224
<b>Available Fund Balance</b>	<b>(44,379)</b>	<b>(46,603)</b>	<b>14,714</b>	<b>14,714</b>	

**Note:** Due to the cyclical nature of grant funding, funds are programmed only so far as the funding is authorized and approved (expiration, renewal, et al). Additional grant funding may be awarded in the coming fiscal year. The Budget Resolution adopted in concurrence with the Annual Budget allows for the re-appropriation of unspent grant funding and budgeting of new grant funding at the time of award.

## SPECIAL REVENUE FUNDS

**218 – The State Supplemental Law Enforcement Services Grant**

These State grants are to be used for frontline police operations and services within two years or until all funds are expended.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>456,416</b>	<b>510,708</b>	<b>521,377</b>	<b>814,522</b>	<b>303,814</b>
Compensation	382,243	878,675	391,515	808,861	(69,814)
Operating Expenses	110	-	56	60	60
Capital Outlay	138,399	5,602	-	5,602	-
<b>Total Expenditures</b>	<b>520,752</b>	<b>884,277</b>	<b>391,571</b>	<b>814,523</b>	<b>(69,754)</b>
Surplus / (Deficit)	(64,336)	(373,569)	129,806	(1)	373,568
<b>Available Fund Balance</b>	<b>216,729</b>	<b>(156,840)</b>	<b>346,535</b>	<b>346,534</b>	

**Note:** Due to the cyclical nature of grant funding, funds are programmed only so far as the funding is authorized and approved (expiration, renewal, et al). Additional grant funding may be awarded in the coming fiscal year. The Budget Resolution adopted in concurrence with the Annual Budget allows for the re-appropriation of unspent grant funding and budgeting of new grant funding at the time of award.

**221 - Gas Tax Fund**

Gas Tax Street maintenance includes the City's Pavement Management Program, construction of capital projects, and coordination with other entities as needed. Gas Tax is the City's share of the \$0.18 per gallon State gasoline tax and is restricted to street expenditures. The California Department of Tax and Fee Administration administers the tax, and the State Controller distributes the proceeds to cities and counties using formulas based on population and lane-miles of maintained roadways.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>4,771,678</b>	<b>5,223,745</b>	<b>5,046,376</b>	<b>5,114,288</b>	<b>(109,457)</b>
Compensation	852,011	1,267,591	1,267,591	1,485,570	217,979
Operating Expenses	2,505,339	2,796,955	2,642,260	2,522,288	(274,667)
Capital Outlay	214,320	2,949,099	615,248	1,262,000	(1,687,099)
Transfers	231,717	720,569	720,569	641,861	(78,708)
Capital Outlay Rollover	-	-	-	2,147,581	2,147,581
<b>Total Expenditures</b>	<b>3,803,387</b>	<b>7,734,214</b>	<b>5,245,668</b>	<b>8,059,300</b>	<b>325,086</b>
Surplus / (Deficit)	968,291	(2,510,469)	(199,292)	(2,945,012)	(434,543)
<b>Available Fund Balance</b>	<b>4,000,096</b>	<b>1,489,627</b>	<b>3,800,804</b>	<b>855,792</b>	

## SPECIAL REVENUE FUNDS

**227 – Senate Bill 1 (SB1) Local Streets and Roads**

SB1 Local Streets and Roads provides funding for pavement needs for City streets and roads.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>4,244,935</b>	<b>4,398,905</b>	<b>4,402,304</b>	<b>4,653,358</b>	<b>254,453</b>
Operating Expenses	1,965	1,000	1,091	1,100	100
Capital Outlay	3,290,237	8,622,874	6,785,049	4,692,000	(3,930,874)
Capital Outlay Rollover	-	-	-	1,837,824	1,837,824
<b>Total Expenditures</b>	<b>3,292,202</b>	<b>8,623,874</b>	<b>6,786,140</b>	<b>6,530,924</b>	<b>(2,092,950)</b>
Surplus / (Deficit)	952,733	(4,224,969)	(2,383,836)	(1,877,566)	2,347,403
<b>Available Fund Balance</b>	<b>5,689,505</b>	<b>1,464,536</b>	<b>3,305,669</b>	<b>1,428,103</b>	

**228 – Senate Bill 1 (SB1) Local Partnership**

SB1 Local Partnership funds provide grants for transportation infrastructure including streets and roads.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>140</b>	<b>549,000</b>	<b>729,834</b>	<b>549,075</b>	<b>75</b>
Operating Expenses	5	50	1	50	-
Capital Outlay	729,735	609,265	559,269	-	(609,265)
<b>Total Expenditures</b>	<b>729,740</b>	<b>609,315</b>	<b>559,270</b>	<b>50</b>	<b>(609,265)</b>
Surplus / (Deficit)	(729,600)	(60,315)	170,564	549,025	609,340
<b>Available Fund Balance</b>	<b>(719,589)</b>	<b>(779,904)</b>	<b>(549,025)</b>	<b>-</b>	

## SPECIAL REVENUE FUNDS

**231 - Affordable Housing**

This Citywide fee is imposed on residential development to ensure adequate housing opportunities exist for very low- and low-income households and sufficient funds are available to facilitate the construction of very low- and low-income housing units.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>5,095,765</b>	<b>3,467,480</b>	<b>6,269,100</b>	<b>6,705,980</b>	<b>3,238,500</b>
Compensation	161,980	327,861	243,253	328,641	780
Operating Expenses	1,145,502	3,505,969	191,280	11,673,800	8,167,831
Capital Outlay	3,335,573	3,000,000	-	3,000,000	-
<b>Total Expenditures</b>	<b>4,643,055</b>	<b>6,833,830</b>	<b>434,533</b>	<b>15,002,441</b>	<b>8,168,611</b>
Surplus / (Deficit)	452,710	(3,366,350)	5,834,567	(8,296,461)	(4,930,111)
<b>Available Fund Balance</b>	<b>24,412,179</b>	<b>21,045,829</b>	<b>30,246,746</b>	<b>21,950,285</b>	

**Note:** The operating expenses increase in FY 2025, when compared to FY 2024 Estimate is largely due to loans for affordable housing projects.

**233 - Agricultural Preservation Mitigation Fee**

This fee is imposed upon the development in the East Franklin Specific Plan area. The fee revenue is used to purchase agricultural easements or other similar instruments on agricultural land and to provide for the ongoing monitoring and administration of these easements.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>693</b>	<b>-</b>	<b>197</b>	<b>148</b>	<b>148</b>
Operating Expenses	22	-	9	50	50
Transfers	-	51,529	-	-	(51,529)
<b>Total Expenditures</b>	<b>22</b>	<b>51,529</b>	<b>9</b>	<b>50</b>	<b>(51,479)</b>
Surplus / (Deficit)	671	(51,529)	188	98	51,627
<b>Available Fund Balance</b>	<b>50,495</b>	<b>(1,034)</b>	<b>50,683</b>	<b>50,781</b>	

## SPECIAL REVENUE FUNDS

**234 - Swainson Hawk Mitigation Fee**

This mitigation fee is used to purchase/monitor land and/or easements on property the City and the State Department of Fish and Wildlife determine to be suitable Swainson's Hawk habitat as mitigation for the loss of habitat caused by development.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>598,308</b>	<b>651,386</b>	<b>168,629</b>	<b>374,952</b>	<b>(276,434)</b>
Compensation	14,676	16,052	16,052	15,955	(97)
Operating Expenses	28,957	181,000	90,827	151,000	(30,000)
Capital Outlay	-	1,970,000	-	2,000,000	30,000
<b>Total Expenditures</b>	<b>43,633</b>	<b>2,167,052</b>	<b>106,879</b>	<b>2,166,955</b>	<b>(97)</b>
Surplus / (Deficit)	554,675	(1,515,666)	61,750	(1,792,003)	(276,337)
<b>Available Fund Balance</b>	<b>4,361,223</b>	<b>2,845,557</b>	<b>4,422,973</b>	<b>2,630,970</b>	

**235 - Tree Mitigation**

This fund is to be used for the preservation of oak trees.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>162,022</b>	<b>282,062</b>	<b>60,577</b>	<b>162,608</b>	<b>(119,454)</b>
Operating Expenses	661	1,500	289	1,000	(500)
<b>Total Expenditures</b>	<b>661</b>	<b>1,500</b>	<b>289</b>	<b>1,000</b>	<b>(500)</b>
Surplus / (Deficit)	161,361	280,562	60,288	161,608	(118,954)
<b>Available Fund Balance</b>	<b>1,545,033</b>	<b>1,825,595</b>	<b>1,605,321</b>	<b>1,766,929</b>	

## SPECIAL REVENUE FUNDS

**238 - Street Trench Cut**

This fee is used for the associated cost of cutting pavement and the future maintenance of roadways.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>186,268</b>	<b>205,888</b>	<b>108,260</b>	<b>105,528</b>	<b>(100,360)</b>
Operating Expenses	181	100,400	50,063	50,100	(50,300)
Capital Outlay	443,249	-	-	-	-
Transfers	6,168	8,986	8,986	49,110	40,124
<b>Total Expenditures</b>	<b>449,598</b>	<b>109,386</b>	<b>59,049</b>	<b>99,210</b>	<b>(10,176)</b>
Surplus / (Deficit)	(263,330)	96,502	49,211	6,318	(90,184)
<b>Available Fund Balance</b>	<b>477,729</b>	<b>574,231</b>	<b>526,940</b>	<b>533,258</b>	

**240 – Disaster Recovery**

This fund was created to capture costs, grant funding, and revenue recovery associated with natural disasters and states of emergency such as floods, fires, earthquakes, and pandemics.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>4,678,288</b>	<b>12,484,632</b>	<b>2,096</b>	<b>-</b>	<b>(12,484,632)</b>
Compensation	-	1,236,377	1,300,835	-	(1,236,377)
Operating Expenses	1,872,978	4,104,318	3,889,692	1,217,498	(2,886,820)
Capital Outlay	3,151,166	7,043,937	7,043,937	-	(7,043,937)
Capital Outlay Rollover	-	-	-	3,295,602	3,295,602
<b>Total Expenditures</b>	<b>5,024,144</b>	<b>12,384,632</b>	<b>12,234,464</b>	<b>4,513,100</b>	<b>(7,871,532)</b>
Surplus / (Deficit)	(345,856)	100,000	(12,232,368)	(4,513,100)	(4,613,100)
<b>Available Fund Balance</b>	<b>16,848,165</b>	<b>16,948,165</b>	<b>4,615,797</b>	<b>102,697</b>	

**Note:** The funds budgeted in FY 2024 and FY 2025 are associated with the federal American Rescue Plan Act grant funding. These funds must be encumbered by December 31, 2024, and spent no later than December 31, 2026.

## SPECIAL REVENUE FUNDS

**241 - Community Development Block Grant**

Funds received from the U.S. Department of Housing and Urban Development to develop viable urban communities by providing housing, a suitable living environment, and expanded economic opportunities, principally for low- and moderate-income persons.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>1,496,839</b>	<b>1,500,181</b>	<b>1,224,000</b>	<b>3,000,181</b>	<b>1,500,000</b>
Compensation	85,833	126,893	127,043	170,296	43,403
Operating Expenses	482,809	810,317	213,220	1,214,996	404,679
Capital Outlay	930,458	1,145,711	269,439	760,641	(385,070)
Capital Outlay Rollover	-	-	-	695,590	695,590
<b>Total Expenditures</b>	<b>1,499,100</b>	<b>2,082,921</b>	<b>609,702</b>	<b>2,841,523</b>	<b>758,602</b>
Surplus / (Deficit)	(2,261)	(582,740)	614,298	158,658	741,398
<b>Available Fund Balance</b>	<b>30,735</b>	<b>(552,005)</b>	<b>645,033</b>	<b>803,691</b>	

**242 – State Homelessness Grant**

This State funding is intended to implement a range of services aimed at navigating homeless individuals and families to permanent housing, including but not limited to the following: a navigation team to provide proactive outreach to homeless persons, acquisition and rehabilitation of property to serve as temporary or permanent housing, operations costs associated with homeless housing, and implementation of individualized strategies to promote permanent housing.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>189,749</b>	<b>59,923</b>	<b>71,290</b>	<b>945,751</b>	<b>885,828</b>
Compensation	207,806	94,663	91,658	130,098	35,435
Operating Expenses	79,670	2,440,222	23,319	2,440,822	600
Capital Outlay	-	50,000	32,771	2,000,000	1,950,000
<b>Total Expenditures</b>	<b>287,476</b>	<b>2,584,885</b>	<b>147,748</b>	<b>4,570,920</b>	<b>1,986,035</b>
Surplus / (Deficit)	(97,727)	(2,524,962)	(76,458)	(3,625,169)	(1,100,207)
<b>Available Fund Balance</b>	<b>3,701,627</b>	<b>1,176,665</b>	<b>3,625,169</b>	-	

**Note:** Due to the cyclical nature of grant funding, funds are programmed only so far as the funding is authorized and approved (expiration, renewal, et al). The anticipated negative fund balance in FY25 is relative to a reimbursable grant for which the City anticipates revenue to trail the expense. The Budget Resolution adopted in concurrence with the Annual Budget allows for the re-appropriation of unspent grant funding and budgeting of new grant funding at the time of award.

## SPECIAL REVENUE FUNDS

**246 – Wilton Rancheria Casino**

The fund was established to capture revenues and expenditures associated with a memorandum of understanding (MOU) between the City and the Wilton Rancheria Tribe. Per the MOU, the Tribe agreed to make financial contributions and community investments to fund the mitigation of various off-property impacts that are a direct result of building the Casino. In addition, the Tribe agreed to provide contributions toward law enforcement, civic projects, roadway and infrastructure improvements, and community services that also serve the off-reservation needs of City residents.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>2,443,668</b>	<b>6,453,924</b>	<b>6,682,019</b>	<b>6,814,995</b>	<b>361,071</b>
Compensation	-	409,138	428,705	500,809	91,671
Operating Expenses	2,312	683,902	490,093	139,412	(544,490)
Capital Outlay	-	706,570	663,569	644,000	(62,570)
Capital Outlay Rollover	-	-	-	43,000	43,000
<b>Total Expenditures</b>	<b>2,312</b>	<b>1,799,610</b>	<b>1,582,367</b>	<b>1,327,221</b>	<b>(472,389)</b>
Surplus / (Deficit)	2,441,356	4,654,314	5,099,652	5,487,774	833,460
<b>Available Fund Balance</b>	<b>7,237,038</b>	<b>11,891,352</b>	<b>12,336,690</b>	<b>17,824,464</b>	

**Note:** Per the MOU, nearly \$12.3 million of one-time, or “non-recurring,” revenue is to be sent to the City over five equal annual installments from the start of construction on the Casino. Construction started on the Sky River Casino in late FY 2021. The total annual installment amount is nearly \$2.5 million and is purposed as follows: \$1.6 million contribution toward Roadway expenditures, an additional \$365,000 toward Regional Roadway uses, 50,000 for Police Equipment, and \$400,000 toward City Community Facilities expenditures.

**Note:** According to the MOU, annual recurring revenue will be sent to the City one year after the casino opens. The Sky River Casino opened in early FY 2023. Hence, FY 2024 was the first year the City received the annual recurring revenue, equaling \$4 million. The \$4 million is purposed as follows: \$1.5 million for Police and Code Enforcement, \$500,000 for Road Maintenance, and \$2 million as “City tax in-lieu” that can be used for discretionary purposes. The \$4 million annual recurring revenue is subject to a 2% annual inflator.



## SPECIAL REVENUE FUNDS

**247 – Strategic Planning and Innovation Grants**

The Office of Strategic Planning and Innovation focuses on the City's long-term future and high-priority strategic objectives to support a vibrant, inclusive, equitable, attractive, and sustainable community. The Office of Strategic Planning and Innovation often relies on grants to fund its projects. Those grant activities are encompassed in this fund.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>439,367</b>	<b>1,100,000</b>	<b>90,777</b>	<b>569,856</b>	<b>(530,144)</b>
Operating Expenses	111,964	841,096	376,439	440,000	(401,096)
<b>Total Expenditures</b>	<b>111,964</b>	<b>841,096</b>	<b>376,439</b>	<b>440,000</b>	<b>(401,096)</b>
Surplus / (Deficit)	327,403	258,904	(285,662)	129,856	(129,048)
<b>Available Fund Balance</b>	<b>155,806</b>	<b>414,710</b>	<b>(129,856)</b>	-	

**251 - CFD 2003-1 Police Services**

This fund is used to pay for a portion of the costs associated with providing police protection services in CFD 2003-1

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>1,069,245</b>	<b>1,078,774</b>	<b>1,083,890</b>	<b>1,122,355</b>	<b>43,581</b>
Compensation	4,558	2,801	2,879	2,704	(97)
Operating Expenses	5,067	10,941	4,021	7,550	(3,391)
Transfers	1,609,284	1,056,519	1,056,519	1,179,775	123,256
<b>Total Expenditures</b>	<b>1,618,909</b>	<b>1,070,261</b>	<b>1,063,419</b>	<b>1,190,029</b>	<b>119,768</b>
Surplus / (Deficit)	(549,664)	8,513	20,471	(67,674)	(76,187)
<b>Available Fund Balance</b>	<b>122,239</b>	<b>130,752</b>	<b>142,710</b>	<b>75,036</b>	

## SPECIAL REVENUE FUNDS

**252 - CFD 2003-2 Police Services**

This fund is used to pay for a portion of the costs associated with providing police protection services in CFD 2003-2.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>4,896,716</b>	<b>5,159,537</b>	<b>5,248,330</b>	<b>5,885,272</b>	<b>725,735</b>
Compensation	4,558	6,818	6,896	6,062	(756)
Operating Expenses	10,129	16,054	6,079	11,600	(4,454)
Transfers	8,333,136	5,049,080	5,049,080	6,419,981	1,370,901
<b>Total Expenditures</b>	<b>8,347,823</b>	<b>5,071,952</b>	<b>5,062,055</b>	<b>6,437,643</b>	<b>1,365,691</b>
Surplus / (Deficit)	(3,451,107)	87,585	186,275	(552,371)	(639,956)
<b>Available Fund Balance</b>	<b>441,804</b>	<b>529,389</b>	<b>628,079</b>	<b>75,708</b>	

**255 - CFD 2006-1 Maintenance Services**

This fund is used to pay a portion of the City's maintenance costs. Maintenance costs in the CFD may include public parkways, public parks, open space, landscape setbacks, bike, and other paths, landscaped medians in and adjacent to roadways, maintenance, and operation of a community center, recreation center, sports facilities, cultural arts center, water features, and maintenance of other related facilities.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>2,614,956</b>	<b>2,580,835</b>	<b>2,907,706</b>	<b>3,400,959</b>	<b>820,124</b>
Compensation	179,457	297,297	297,378	299,954	2,657
Operating Expenses	1,515,902	1,849,515	1,785,553	2,271,551	422,036
Capital Outlay	-	21,000	30,000	58,000	37,000
Transfers	110,939	277,944	277,944	285,044	7,100
<b>Total Expenditures</b>	<b>1,806,298</b>	<b>2,445,756</b>	<b>2,390,875</b>	<b>2,914,549</b>	<b>468,793</b>
Surplus / (Deficit)	808,658	135,079	516,831	486,410	351,331
<b>Available Fund Balance</b>	<b>2,232,680</b>	<b>2,367,759</b>	<b>2,749,511</b>	<b>3,235,921</b>	

## SPECIAL REVENUE FUNDS

**256 - CFD 2005-1 Maintenance Services**

This fund is used to pay a portion of the City's maintenance costs. Maintenance costs in the CFD may include public parkways, public parks, open space, landscape setbacks, bike, and other paths, landscaped medians in and adjacent to roadways, maintenance and operation of a community center, recreation center, sports facilities, cultural arts center, water features and maintenance of other related facilities.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>5,379,223</b>	<b>5,060,912</b>	<b>5,340,703</b>	<b>5,595,990</b>	<b>535,078</b>
Compensation	640,899	727,399	726,888	788,989	61,590
Operating Expenses	4,647,473	5,554,966	5,472,012	5,721,094	166,128
Capital Outlay	43,638	14,000	13,952	30,000	16,000
Transfers	178,064	422,550	422,550	457,799	35,249
<b>Total Expenditures</b>	<b>5,510,074</b>	<b>6,718,915</b>	<b>6,635,402</b>	<b>6,997,882</b>	<b>278,967</b>
Surplus / (Deficit)	(130,851)	(1,658,003)	(1,294,699)	(1,401,892)	256,111
<b>Available Fund Balance</b>	<b>10,810,069</b>	<b>9,152,066</b>	<b>9,515,370</b>	<b>8,113,478</b>	

**Note:** As more parks and other amenities have been constructed, operating and maintenance costs have also increased. The levy assessed on these properties was 70% of the maximum allowable amount for many years. Because expenses are now outpacing revenues, the annual levy amount is assumed to increase by 5% annually until it reaches the maximum tax.

**261 - Street Maintenance District No. 1, Zone 1**

This multi-zonal assessment district funds a portion of street maintenance costs in developing areas within Zone 1 in the City.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>1,082,983</b>	<b>2,250,675</b>	<b>1,136,970</b>	<b>1,832,589</b>	<b>(418,086)</b>
Compensation	58,463	216,117	216,117	250,253	34,136
Operating Expenses	10,204	64,250	54,047	12,750	(51,500)
Capital Outlay	235,909	364,091	364,091	860,000	495,909
Transfers	26,411	56,518	56,518	187,969	131,451
<b>Total Expenditures</b>	<b>330,987</b>	<b>700,976</b>	<b>690,773</b>	<b>1,310,972</b>	<b>609,996</b>
Surplus / (Deficit)	751,996	1,549,699	446,197	521,617	(1,028,082)
<b>Available Fund Balance</b>	<b>4,336,141</b>	<b>5,885,840</b>	<b>4,782,338</b>	<b>5,303,955</b>	

**Note:** The FY 2024 and FY 2025 Revenue Totals include loan repayments from the Laguna Ridge Specific Plan Quimby In Lieu Fee Fund (Fund 330).

## SPECIAL REVENUE FUNDS

**262 - Street Maintenance District No. 1, Zone 2**

This multi-zonal assessment district funds a portion of street maintenance costs in developing areas within Zone 2 in the City.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>99,346</b>	<b>127,775</b>	<b>154,074</b>	<b>197,655</b>	<b>69,880</b>
Compensation	-	2,679	2,679	2,504	(175)
Operating Expenses	23,570	27,519	25,549	76,550	49,031
Transfers	8,764	12,401	12,401	10,872	(1,529)
<b>Total Expenditures</b>	<b>32,334</b>	<b>42,599</b>	<b>40,629</b>	<b>89,926</b>	<b>47,327</b>
Surplus / (Deficit)	67,012	85,176	113,445	107,729	22,553
<b>Available Fund Balance</b>	<b>263,751</b>	<b>348,927</b>	<b>377,196</b>	<b>484,925</b>	

**263 - Street Maintenance District No. 1, Zone 3**

This multi-zonal assessment district funds a portion of street maintenance costs in developing areas within Zone 3 in the City.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>492,579</b>	<b>486,090</b>	<b>538,697</b>	<b>580,159</b>	<b>94,069</b>
Compensation	-	9,374	9,374	8,309	(1,065)
Operating Expenses	30,023	34,740	29,388	59,950	25,210
Capital Outlay	401,720	1,120,455	355,455	160,000	(960,455)
Transfers	23,851	56,397	56,397	351,179	294,782
Capital Outlay Rollover	-	-	-	765,000	765,000
<b>Total Expenditures</b>	<b>455,594</b>	<b>1,220,966</b>	<b>450,614</b>	<b>1,344,438</b>	<b>123,472</b>
Surplus / (Deficit)	36,985	(734,876)	88,083	(764,279)	(29,403)
<b>Available Fund Balance</b>	<b>933,231</b>	<b>198,355</b>	<b>1,021,314</b>	<b>257,035</b>	

## SPECIAL REVENUE FUNDS

**264 - Street Maintenance District No. 1, Zone 4**

This multi-zonal assessment district funds a portion of street maintenance costs in developing areas within Zone 4 in the City.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>85,354</b>	<b>76,270</b>	<b>58,225</b>	<b>59,675</b>	<b>(16,595)</b>
Compensation	-	2,679	2,679	2,504	(175)
Operating Expenses	3,383	5,750	3,685	54,550	48,800
Transfers	7,376	6,140	6,140	6,357	217
<b>Total Expenditures</b>	<b>10,759</b>	<b>14,569</b>	<b>12,504</b>	<b>63,411</b>	<b>48,842</b>
Surplus / (Deficit)	74,595	61,701	45,721	(3,736)	(65,437)
<b>Available Fund Balance</b>	<b>190,290</b>	<b>251,991</b>	<b>236,011</b>	<b>232,275</b>	

**265 - Street Maintenance District No. 1, Zone 5**

This multi-zonal assessment district funds a portion of street maintenance costs in developing areas within Zone 5 in the City.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>1,035,832</b>	<b>1,112,974</b>	<b>1,196,093</b>	<b>1,298,519</b>	<b>185,545</b>
Compensation	66,379	235,345	235,345	269,928	34,583
Operating Expenses	15,321	18,750	13,499	43,200	24,450
Capital Outlay	251,411	503,182	503,182	1,260,000	756,818
Transfers	38,923	79,224	79,224	240,774	161,550
<b>Total Expenditures</b>	<b>372,034</b>	<b>836,501</b>	<b>831,250</b>	<b>1,813,902</b>	<b>977,401</b>
Surplus / (Deficit)	663,798	276,473	364,843	(515,383)	(791,856)
<b>Available Fund Balance</b>	<b>3,475,725</b>	<b>3,752,198</b>	<b>3,840,568</b>	<b>3,325,185</b>	

## SPECIAL REVENUE FUNDS

**267 - Street Lighting Maintenance District 1, Zone 1**

This assessment district funds a portion of street lighting costs in Zone 1 in the City.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>827,702</b>	<b>865,287</b>	<b>837,706</b>	<b>841,380</b>	<b>(23,907)</b>
Compensation	24,602	105,093	105,093	119,598	14,505
Operating Expenses	307,902	485,722	475,606	403,100	(82,622)
Debt Service	393,973	393,973	393,972	393,972	(1)
Transfers	23,700	55,169	55,169	54,445	(724)
<b>Total Expenditures</b>	<b>750,177</b>	<b>1,039,957</b>	<b>1,029,840</b>	<b>971,115</b>	<b>(68,842)</b>
Surplus / (Deficit)	77,525	(174,670)	(192,134)	(129,735)	44,935
<b>Available Fund Balance</b>	<b>733,081</b>	<b>558,411</b>	<b>540,947</b>	<b>411,212</b>	

**268 - Street Lighting Maintenance District 1, Zone 2**

This assessment district funds street lighting costs in Laguna Ridge, Lent Ranch, and the future development areas in between.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>503,484</b>	<b>458,050</b>	<b>526,313</b>	<b>687,030</b>	<b>228,980</b>
Compensation	16,401	88,019	88,019	96,978	8,959
Operating Expenses	225,341	292,411	289,582	318,600	26,189
Capital Outlay	-	5,709	-	-	(5,709)
Transfers	23,399	75,423	75,423	64,480	(10,943)
<b>Total Expenditures</b>	<b>265,141</b>	<b>461,562</b>	<b>453,024</b>	<b>480,058</b>	<b>18,496</b>
Surplus / (Deficit)	238,343	(3,512)	73,289	206,972	210,484
<b>Available Fund Balance</b>	<b>720,381</b>	<b>716,869</b>	<b>793,670</b>	<b>1,000,642</b>	

## SPECIAL REVENUE FUNDS

**275 – Federal Asset Forfeiture – Justice Funds**

Federal Asset Forfeiture funds from the Department of Justice may be used to pay for expenses associated with forfeiture operations and investigations. These efforts include storing, protecting, and destroying controlled substances, training, equipment, protective gear, and support of community-based programs.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	-	-	-	-	-
Operating Expenses	-	51,999	9,762	42,237	(9,762)
Capital Outlay	46,249	183,725	20,796	162,929	(20,796)
<b>Total Expenditures</b>	<b>46,249</b>	<b>235,724</b>	<b>30,558</b>	<b>205,166</b>	<b>(30,558)</b>
Surplus / (Deficit)	(46,249)	(235,724)	(30,558)	(205,166)	30,558
<b>Available Fund Balance</b>	<b>235,724</b>	-	<b>205,166</b>	-	

**Note:** Due to the unpredictable nature of asset seizure funding, funds are programmed only based on the available fund balance in the coming fiscal year. Additional Asset Seizure funding may become available for appropriation in the coming fiscal year, at which time the Budget Resolution adopted in concurrence with the Annual Budget allows for appropriation and budgeting of the additional asset seizure funds at that time received.

**276 – Federal Asset Forfeiture – Treasury Funds**

Federal Asset Forfeiture funds from the U.S. Department of Treasury may be used to pay for expenses associated with forfeiture operations and investigations. These efforts include storing, protecting, and destroying controlled substances, training, equipment, protective gear, and support of community-based programs.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	-	-	-	-	-
Operating Expenses	-	13,922	13,921	-	(13,922)
Capital Outlay	12,616	-	-	-	-
<b>Total Expenditures</b>	<b>12,616</b>	<b>13,922</b>	<b>13,921</b>	<b>-</b>	<b>(13,922)</b>
Surplus / (Deficit)	(12,616)	(13,922)	(13,921)	-	13,922
<b>Available Fund Balance</b>	<b>13,922</b>	-	<b>1</b>	<b>1</b>	

**Note:** Due to the unpredictable nature of asset seizure funding, funds are programmed only based on the available fund balance in the coming fiscal year. Additional Asset Seizure funding may become available for appropriation in the coming fiscal year, at which time the Budget Resolution adopted in concurrence with the Annual Budget allows for appropriation and budgeting of the additional asset seizure funds at that time received.

## SPECIAL REVENUE FUNDS

**280 – Library Ownership**

Funds are received annually from the Sacramento Public Library Fund. They are used to maintain existing infrastructure and to fund capital improvements and repairs such as replacements of flooring, heating, air conditioning, and roofing at Elk Grove's library.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>162,628</b>	<b>138,356</b>	<b>158,195</b>	<b>1,333,744</b>	<b>1,195,388</b>
Operating Expenses	25,247	50,250	50,232	67,200	16,950
Capital Outlay	-	900,000	-	1,184,139	284,139
Transfers	11,759	12,942	12,942	12,621	(321)
Capital Outlay Rollover	-	-	-	900,000	900,000
<b>Total Expenditures</b>	<b>37,006</b>	<b>963,192</b>	<b>63,174</b>	<b>2,163,960</b>	<b>1,200,768</b>
Surplus / (Deficit)	125,622	(824,836)	95,021	(830,216)	(5,380)
<b>Available Fund Balance</b>	<b>1,242,933</b>	<b>418,097</b>	<b>1,337,954</b>	<b>507,738</b>	

**285 - Neighborhood Stabilization**

The Housing and Economic Recovery Act grants funds are used for neighborhood stabilization programs related to abandoned and foreclosed properties.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>19,072</b>	<b>61,017</b>	<b>10,570</b>	<b>7,804</b>	<b>(53,213)</b>
Operating Expenses	32,145	415,500	132,100	402,100	(13,400)
<b>Total Expenditures</b>	<b>32,145</b>	<b>415,500</b>	<b>132,100</b>	<b>402,100</b>	<b>(13,400)</b>
Surplus / (Deficit)	(13,073)	(354,483)	(121,530)	(394,296)	(39,813)
<b>Available Fund Balance</b>	<b>516,756</b>	<b>162,273</b>	<b>395,226</b>	<b>930</b>	



## SPECIAL REVENUE FUNDS

**294 - Measure A Maintenance**

A portion of the proceeds from Sacramento County voter-approved Measure A is dedicated to local street and landscape maintenance, repair, and rehabilitation. The half-cent sales tax, originally approved in 1988, was renewed by voters for an additional 30 years in 2004.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>6,073,420</b>	<b>5,812,943</b>	<b>5,891,055</b>	<b>5,962,490</b>	<b>149,547</b>
Compensation	251,582	287,707	287,707	322,436	34,729
Operating Expenses	3,686,983	4,325,591	4,177,207	3,086,446	(1,239,145)
Capital Outlay	1,245,936	5,099,594	4,032,072	2,981,110	(2,118,484)
Transfers	729,588	758,595	758,595	1,117,995	359,400
Capital Outlay Rollover	-	-	-	934,391	934,391
<b>Total Expenditures</b>	<b>5,914,089</b>	<b>10,471,487</b>	<b>9,255,581</b>	<b>8,442,378</b>	<b>(2,029,109)</b>
Surplus / (Deficit)	159,331	(4,658,544)	(3,364,526)	(2,479,888)	2,178,656
<b>Available Fund Balance</b>	<b>7,363,828</b>	<b>2,705,284</b>	<b>3,999,302</b>	<b>1,519,414</b>	

**295 – Development Services**

This Fund encompasses the financial activity related to commercial, industrial, and residential development within the City limits including planning, building, and engineering operations. Funds are primarily accumulated via fee revenues generated from development-related activity and operations.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>9,893,616</b>	<b>10,947,060</b>	<b>11,555,787</b>	<b>11,504,729</b>	<b>557,669</b>
Compensation	1,428,585	1,904,024	1,905,757	2,787,962	883,938
Operating Expenses	5,063,087	8,854,428	7,351,227	4,806,358	(4,048,070)
Internal Services	1,074,271	1,007,828	1,007,828	1,248,095	240,267
Capital Outlay	30,000	5,300	5,300	80,300	75,000
Transfers	809,181	1,001,227	1,001,227	1,204,917	203,690
<b>Total Expenditures</b>	<b>8,405,124</b>	<b>12,772,807</b>	<b>11,271,339</b>	<b>10,127,632</b>	<b>(2,645,175)</b>
Surplus / (Deficit)	1,488,492	(1,825,747)	284,448	1,377,097	3,202,844
<b>Available Fund Balance</b>	<b>4,868,015</b>	<b>3,042,268</b>	<b>5,152,463</b>	<b>6,529,560</b>	

**Note:** The nature of development activity and its associated revenues (and expenditures) can be volatile, given the uncertainty of market and economic conditions. Some years can yield deficits, while others yield surpluses.

## SPECIAL REVENUE FUNDS

**296 – Public Works**

This fund represents the Public Works Department's administrative costs including its Divisions of Administration, Capital Improvement Program, and Engineering Support. Expenditures in this fund are supported by overhead allocation revenue from the General Fund, Special Revenue Funds, and Capital Funds.

	<b>FY 2023 Actual</b>	<b>FY 2024 Amended Budget</b>	<b>FY 2024 Estimate</b>	<b>FY 2025 Budget</b>	<b>Change from FY 2024 to FY 2025 Budget</b>
<b>Revenue Total</b>	<b>4,750,731</b>	<b>8,999,931</b>	<b>8,146,573</b>	<b>7,379,520</b>	<b>(1,620,411)</b>
Compensation	2,142,277	3,650,559	2,818,118	4,348,607	698,048
Operating Expenses	2,606,323	3,110,171	1,788,362	2,952,326	(157,845)
Internal Services	1,167,225	1,687,407	1,687,407	2,057,714	370,307
Capital Outlay	-	42,771	42,771	65,750	22,979
Transfers	482,128	498,146	498,146	569,955	71,809
<b>Total Expenditures</b>	<b>6,397,953</b>	<b>8,989,054</b>	<b>6,834,804</b>	<b>9,994,352</b>	<b>1,005,298</b>
Surplus / (Deficit)	(1,647,222)	10,877	1,311,769	(2,614,832)	(2,625,709)
<b>Available Fund Balance</b>	<b>1,406,140</b>	<b>1,417,017</b>	<b>2,717,909</b>	<b>103,077</b>	

### 301 – Federal Capital Grants

The City competes for and is awarded many federal capital grants, including Congestion Mitigation and Air Quality, Highway Safety Improvement Program, Highway Bridge Program, and Safe Routes to School grants. Grant revenues are a combination of advanced and reimbursable funding and may not always be received within the same year as expenditures.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>813,925</b>	<b>20,249,834</b>	<b>2,243,384</b>	<b>19,307,364</b>	<b>(942,470)</b>
Capital Outlay	2,692,208	21,787,934	934,385	500,000	(21,287,934)
Transfers	165,272	-	-	-	-
Capital Outlay Rollover	-	-	-	17,845,538	17,845,538
<b>Total Expenditures</b>	<b>2,857,480</b>	<b>21,787,934</b>	<b>934,385</b>	<b>18,345,538</b>	<b>(3,442,396)</b>
Surplus / (Deficit)	(2,043,555)	(1,538,100)	1,308,999	961,826	2,499,926
<b>Available Fund Balance</b>	<b>(2,267,925)</b>	<b>(3,806,025)</b>	<b>(958,926)</b>	<b>2,900</b>	

**Note:** The City continues to diligently pursue federal grant funding and the FY 2025 Budget reflects the City’s revised projections.

### 302 – State Capital Grants

The City competes for and is awarded many types of state capital grants. Some examples of these grants include State Transportation Improvement Program grants, Housing Related Park Program grants, State Safe Routes to School grants, and various Proposition 1B grants. Grant revenues are a combination of advanced and reimbursable funding and may not always be received within the same year as expenditures.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>4,336,243</b>	<b>10,312,329</b>	<b>3,175,710</b>	<b>12,248,067</b>	<b>1,935,738</b>
Operating Expenses	-	180,178	-	-	(180,178)
Capital Outlay	485,729	13,498,918	1,132,479	2,332,800	(11,166,118)
Transfers	333,705	-	-	-	-
Capital Outlay Rollover	-	-	-	11,577,625	11,577,625
<b>Total Expenditures</b>	<b>819,434</b>	<b>13,679,096</b>	<b>1,132,479</b>	<b>13,910,425</b>	<b>231,329</b>
Surplus / (Deficit)	3,516,809	(3,366,767)	2,043,231	(1,662,358)	1,704,409
<b>Available Fund Balance</b>	<b>(380,873)</b>	<b>(3,747,640)</b>	<b>1,662,358</b>	<b>-</b>	

**Note:** The City continues to diligently pursue State grant funding and the FY 2025 Budget reflects the City’s revised projections.

### 305 - Local Transportation Fund - Bikes & Pedestrian

These funds support transit bicycle/pedestrian uses.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	-	313,147	929,743	222,316	(90,831)
Capital Outlay	1,147	9,861	-	400,000	390,139
Transfers	7,396	35,577	35,577	1,944	(33,633)
Capital Outlay Rollover	-	-	-	9,861	9,861
<b>Total Expenditures</b>	<b>8,543</b>	<b>45,438</b>	<b>35,577</b>	<b>411,805</b>	<b>366,367</b>
Surplus / (Deficit)	(8,543)	267,709	894,166	(189,489)	(457,198)
<b>Available Fund Balance</b>	<b>(391,212)</b>	<b>(123,503)</b>	<b>502,954</b>	<b>313,465</b>	

### 311 - Capital Facilities Fee (CFF) – City Administrative Facilities

This development impact fee funds new development’s share of the construction/acquisition of police facilities, patrol vehicles, and related equipment.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>409,615</b>	<b>314,491</b>	<b>445,674</b>	<b>553,759</b>	<b>239,268</b>
Operating Expenses	1,027	1,500	484	500	(1,000)
Capital Outlay	-	-	-	104,000	104,000
<b>Total Expenditures</b>	<b>1,027</b>	<b>1,500</b>	<b>484</b>	<b>104,500</b>	<b>103,000</b>
Surplus / (Deficit)	408,588	312,991	445,190	449,259	136,268
<b>Available Fund Balance</b>	<b>2,488,386</b>	<b>2,801,377</b>	<b>2,933,576</b>	<b>3,382,835</b>	

**312 - CFF – Police**

Funds new development's share of the construction/acquisition of police facilities, patrol vehicles and related equipment.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>1,185,119</b>	<b>801,944</b>	<b>895,570</b>	<b>1,403,247</b>	<b>601,303</b>
Operating Expenses	1,943	2,000	843	800	(1,200)
Capital Outlay	57,519	170,327	-	-	(170,327)
Transfers	611,326	755,400	755,400	752,700	(2,700)
<b>Total Expenditures</b>	<b>670,788</b>	<b>927,727</b>	<b>756,243</b>	<b>753,500</b>	<b>(174,227)</b>
Surplus / (Deficit)	514,331	(125,783)	139,327	649,747	775,530
<b>Available Fund Balance</b>	<b>4,254,672</b>	<b>4,128,889</b>	<b>4,393,999</b>	<b>5,043,746</b>	

**313 – CFF Corp Yard**

This development impact fee funds new development's share of the construction/acquisition of corporation yard facilities and equipment.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>818,983</b>	<b>570,753</b>	<b>770,460</b>	<b>994,644</b>	<b>423,891</b>
Operating Expenses	822	1,000	403	400	(600)
Capital Outlay	63,906	336,094	336,094	-	(336,094)
Transfers	176,530	176,547	176,547	187,330	10,783
<b>Total Expenditures</b>	<b>241,258</b>	<b>513,641</b>	<b>513,044</b>	<b>187,730</b>	<b>(325,911)</b>
Surplus / (Deficit)	577,725	57,112	257,416	806,914	749,802
<b>Available Fund Balance</b>	<b>1,963,453</b>	<b>2,020,565</b>	<b>2,220,869</b>	<b>3,027,783</b>	

### 315 – CFF Library

This development impact fee funds new development’s share of the construction/acquisition of library facilities and equipment.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>1,268,307</b>	<b>1,577,075</b>	<b>1,114,363</b>	<b>2,033,959</b>	<b>456,884</b>
Operating Expenses	2,847	3,000	1,448	1,400	(1,600)
Capital Outlay	5,606	3,348,185	45,138	-	(3,348,185)
Transfers	-	-	-	3,631	3,631
Capital Outlay Rollover	-	-	-	3,303,047	3,303,047
<b>Total Expenditures</b>	<b>8,453</b>	<b>3,351,185</b>	<b>46,586</b>	<b>3,308,078</b>	<b>(43,107)</b>
Surplus / (Deficit)	1,259,854	(1,774,110)	1,067,777	(1,274,119)	499,991
<b>Available Fund Balance</b>	<b>6,854,297</b>	<b>5,080,187</b>	<b>7,922,074</b>	<b>6,647,955</b>	

**Note:** The \$3.3 million budgeted for Capital Outlay anticipated to roll over into FY 2025 is toward the 9260 Elk Grove Blvd Library Improvements project.

### 317 – CFF Transit Facilities

This development impact fee funds new development’s share of the construction/acquisition of transit facilities and equipment.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>901,905</b>	<b>514,835</b>	<b>699,041</b>	<b>928,226</b>	<b>413,391</b>
Operating Expenses	2,648	3,000	1,222	1,200	(1,800)
Capital Outlay	-	-	-	60,000	60,000
<b>Total Expenditures</b>	<b>2,648</b>	<b>3,000</b>	<b>1,222</b>	<b>61,200</b>	<b>58,200</b>
Surplus / (Deficit)	899,257	511,835	697,819	867,026	355,191
<b>Available Fund Balance</b>	<b>6,356,556</b>	<b>6,868,391</b>	<b>7,054,375</b>	<b>7,921,401</b>	

**319 – CFF Admin**

This fee is levied to cover the cost of administering the citywide Capital Facilities Impact Fee Program.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>179,141</b>	<b>121,391</b>	<b>140,063</b>	<b>218,406</b>	<b>97,015</b>
Compensation	8,153	12,988	13,305	14,672	1,684
Operating Expenses	270	26,000	1,135	75,100	49,100
Transfers	599	714	714	-	(714)
<b>Total Expenditures</b>	<b>9,022</b>	<b>39,702</b>	<b>15,154</b>	<b>89,772</b>	<b>50,070</b>
Surplus / (Deficit)	170,119	81,689	124,909	128,634	46,945
<b>Available Fund Balance</b>	<b>685,163</b>	<b>766,852</b>	<b>810,072</b>	<b>938,706</b>	

**324 – East Franklin Landscape Corridor Fee**

This fee is used to fund the design and construction of landscape corridors in the East Franklin Specific Plan.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>(20,335)</b>	<b>53,731</b>	<b>(5,281)</b>	<b>-</b>	<b>(53,731)</b>
Capital Outlay	-	3,128,606	-	-	(3,128,606)
Transfers	17,926	463	463	-	(463)
<b>Total Expenditures</b>	<b>17,926</b>	<b>3,129,069</b>	<b>463</b>	<b>-</b>	<b>(3,129,069)</b>
Surplus / (Deficit)	(38,261)	(3,075,338)	(5,744)	-	3,075,338
<b>Available Fund Balance</b>	<b>5,873,169</b>	<b>2,797,831</b>	<b>5,867,425</b>	<b>5,867,425</b>	

**Note:** The \$3.1 million budgeted for Tree Planting on Whitelock Parkway in FY 2024 may roll into FY 2025.

### 326 - East Franklin Fee – Administration

This fee covers the City’s cost of administering the East Franklin Fee Program.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>116,115</b>	<b>5,106</b>	<b>187,448</b>	<b>140,586</b>	<b>135,480</b>
Operating Expenses	2,873	5,000	1,263	1,300	(3,700)
Transfers	2,023	2,072	2,072	1,832	(240)
<b>Total Expenditures</b>	<b>4,896</b>	<b>7,072</b>	<b>3,335</b>	<b>3,132</b>	<b>(3,940)</b>
Surplus / (Deficit)	111,219	(1,966)	184,113	137,454	139,420
<b>Available Fund Balance</b>	<b>543,486</b>	<b>541,520</b>	<b>727,599</b>	<b>865,053</b>	

### 328 - Elk Grove Roadway Fee

This fee is a Citywide multi-zonal fee program that typically funds the center lanes and medians of major roadways, major intersections, freeway interchanges, and bridges.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>10,023,401</b>	<b>8,300,656</b>	<b>8,255,242</b>	<b>8,569,695</b>	<b>269,039</b>
Compensation	25,322	20,488	21,238	22,622	2,134
Operating Expenses	109,501	940,000	78,752	748,800	(191,200)
Capital Outlay	1,407,862	34,182,898	3,718,587	5,193,000	(28,989,898)
Transfers	479,885	1,831,701	1,245,388	336,828	(1,494,873)
Capital Outlay Rollover	-	-	-	29,366,654	29,366,654
<b>Total Expenditures</b>	<b>2,022,570</b>	<b>36,975,087</b>	<b>5,063,965</b>	<b>35,667,904</b>	<b>(1,307,183)</b>
Surplus / (Deficit)	8,000,831	(28,674,431)	3,191,277	(27,098,209)	1,576,222
<b>Available Fund Balance</b>	<b>45,621,853</b>	<b>16,947,422</b>	<b>48,813,130</b>	<b>21,714,921</b>	

**Note:** The FY 2025 Capital Outlay Rollover amounts include funding for large projects such as Whitelock Parkway and State Route 99 Interchange Project, Kammerer Road Phase 1: Two-Lane Extension from Lent Ranch to I-5, and Lotz Promenade & Lotz Parkway improvements.



### 329 - Impact Fee Administration

The City receives a 50% share of the administrative fee component in two fee programs that the City administers on behalf of the Cosumnes Community Services District - the Laguna South Fire Fee Program and the East Elk Grove Park and Fire Fee Program. This fund includes a separate sub-account for each of these two fee programs. These funds cover the City’s cost of administering these two fee programs.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>99,938</b>	<b>44,500</b>	<b>76,135</b>	<b>96,901</b>	<b>52,401</b>
Compensation	44,312	6,402	6,602	7,042	640
Operating Expenses	220	250	98	100	(150)
Transfers	26,509	20,972	20,972	18,927	(2,045)
<b>Total Expenditures</b>	<b>71,041</b>	<b>27,624</b>	<b>27,672</b>	<b>26,069</b>	<b>(1,555)</b>
Surplus / (Deficit)	28,897	16,876	48,463	70,832	53,956
<b>Available Fund Balance</b>	<b>508,329</b>	<b>525,205</b>	<b>556,792</b>	<b>627,624</b>	

### 330 – Laguna Ridge Specific Plan Quimby In Lieu Fee

This fee is paid by developers in Laguna Ridge whose developments do not dedicate 5 acres of parkland per 1,000 residents. These funds cover the City’s cost of acquiring public parkland, including reimbursement to developers who have over-dedicated Quimby parkland.

Expenditures by Category	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>2,914,682</b>	<b>1,925,802</b>	<b>-</b>	<b>1,959,000</b>	<b>33,198</b>
Debt Service	2,912,315	1,814,811	-	511,507	(1,303,304)
<b>Total Expenses</b>	<b>2,912,315</b>	<b>1,814,811</b>	<b>-</b>	<b>511,507</b>	<b>(1,303,304)</b>
Surplus / (Deficit)	2,367	110,991	-	1,447,493	1,336,502
<b>Available Fund Balance</b>	<b>2,367</b>	<b>110,991</b>	<b>110,991</b>	<b>1,558,484</b>	

**Note:** Significant revenue is anticipated in FY 2023 and in FY 2024. However, this fund is liable for an interfund loan, hence the debt service payments in FY 2023 and FY 2024.

### 331 – Laguna Ridge Supplemental Park Land Acquisition Fee

This fee is paid by developers whose developments are required to dedicate 4 acres of parkland per 1,000 residents. These funds cover the City’s cost of acquiring public parkland.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>755,175</b>	<b>1,636,845</b>	<b>481,387</b>	<b>1,200,831</b>	<b>(436,014)</b>
Transfers	220,752	220,773	220,773	220,497	(276)
<b>Total Expenditures</b>	<b>220,752</b>	<b>220,773</b>	<b>220,773</b>	<b>220,497</b>	<b>(276)</b>
Surplus / (Deficit)	534,423	1,416,072	260,614	980,334	(435,738)
<b>Available Fund Balance</b>	<b>966,046</b>	<b>2,382,118</b>	<b>1,226,660</b>	<b>2,206,994</b>	

### 332 Laguna Ridge Supplemental Park Facilities Fee

This fee is collected for park facility construction in Laguna Ridge. Facilities eligible for reimbursement through this program include neighborhood, local, and portions of community parks. All park facilities in Laguna Ridge are eligible for funding from this source.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>2,074,377</b>	<b>3,121,255</b>	<b>1,519,388</b>	<b>3,102,236</b>	<b>(19,019)</b>
Operating Expenses	24,000	7,551	773	-	(7,551)
Capital Outlay	223,843	871,889	90,500	1,015,000	143,111
Debt Service	496,491	-	-	-	-
Transfers	169,545	172,632	172,632	42,671	(129,961)
Capital Outlay Rollover	-	-	-	207,000	207,000
<b>Total Expenditures</b>	<b>913,879</b>	<b>1,052,072</b>	<b>263,905</b>	<b>1,264,671</b>	<b>212,599</b>
Surplus / (Deficit)	1,160,498	2,069,183	1,255,483	1,837,565	(231,618)
<b>Available Fund Balance</b>	<b>2,337,723</b>	<b>4,406,906</b>	<b>3,593,206</b>	<b>5,430,771</b>	

**Note:** FY 2023 included the payoff of the interfund loan from Fund 339, reflected in the Debt Service row.

**Note:** Fee revenues are expected to substantially increase in FY 2025 due to new private development in the Laguna Ridge area.

### 333 – Laguna Ridge Parks Administration

The Laguna Ridge Specific Plan Park Impact fee is for administering funding for local and neighborhood parks in the Laguna Ridge Specific Plan.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>168,451</b>	<b>194,171</b>	<b>217,056</b>	<b>272,468</b>	<b>78,297</b>
Compensation	25,322	6,402	6,602	7,042	640
Operating Expenses	11,454	50,750	13,312	75,800	25,050
<b>Total Expenditures</b>	<b>36,776</b>	<b>57,152</b>	<b>19,914</b>	<b>82,842</b>	<b>25,690</b>
Surplus / (Deficit)	131,675	137,019	197,142	189,626	52,607
<b>Available Fund Balance</b>	<b>903,251</b>	<b>1,040,270</b>	<b>1,100,393</b>	<b>1,290,019</b>	

### 334 – Laguna Ridge Specific Plan (LRSP) – Phase 3 – Zone 2 Drainage Fee

This impact fee assesses developments at issuance of building permit for the associated drainage infrastructure and provides reimbursement if a developer constructs its own infrastructure.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>14,858</b>	<b>5,000</b>	<b>1,409,152</b>	<b>47,232</b>	<b>42,232</b>
Compensation	6,330	6,402	6,602	7,042	640
Operating Expenses	473	1,000	358	400	(600)
<b>Total Expenditures</b>	<b>6,803</b>	<b>7,402</b>	<b>6,960</b>	<b>7,442</b>	<b>40</b>
Surplus / (Deficit)	8,055	(2,402)	1,402,192	39,790	42,192
<b>Available Fund Balance</b>	<b>1,062,826</b>	<b>1,060,424</b>	<b>2,465,018</b>	<b>2,504,808</b>	

### 335 - Laguna West Service Area

Funds ongoing operations and maintenance costs for specialized services related to drainage, roadways, and street sweeping in the Laguna West Service Area.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>69,249</b>	<b>67,235</b>	<b>77,439</b>	<b>73,329</b>	<b>6,094</b>
Operating Expenses	54,329	57,900	53,616	72,946	15,046
Transfers	4,363	9,714	9,714	9,294	(420)
<b>Total Expenditures</b>	<b>58,692</b>	<b>67,614</b>	<b>63,330</b>	<b>82,240</b>	<b>14,626</b>
Surplus / (Deficit)	10,557	(379)	14,109	(8,911)	(8,532)
<b>Available Fund Balance</b>	<b>608,735</b>	<b>608,356</b>	<b>622,844</b>	<b>613,933</b>	

### 336 - Lakeside Service Area

This service area funds the review of the Homeowners Association's mitigation/ compliance efforts for the Lakeside Lake.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>1,162</b>	<b>837</b>	<b>2,104</b>	<b>1,578</b>	<b>741</b>
Operating Expenses	36	61	15	20	(41)
Transfers	1,866	2,027	2,027	1,832	(195)
<b>Total Expenditures</b>	<b>1,902</b>	<b>2,088</b>	<b>2,042</b>	<b>1,852</b>	<b>(236)</b>
Surplus / (Deficit)	(740)	(1,251)	62	(274)	977
<b>Available Fund Balance</b>	<b>79,210</b>	<b>77,959</b>	<b>79,272</b>	<b>78,998</b>	

### 338 - External Agencies Fund

This fund holds contributions from external agencies toward major capital infrastructure improvements.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>1,831,999</b>	<b>432,335</b>	<b>80,700</b>	<b>345,000</b>	<b>(87,335)</b>
Capital Outlay	212,930	344,581	-	1,086,000	741,419
Transfers	40,174	-	-	-	-
<b>Total Expenditures</b>	<b>253,104</b>	<b>344,581</b>	<b>-</b>	<b>1,086,000</b>	<b>741,419</b>
Surplus / (Deficit)	1,578,895	87,754	80,700	(741,000)	(828,754)
<b>Available Fund Balance</b>	<b>1,169,960</b>	<b>1,257,714</b>	<b>1,250,660</b>	<b>509,660</b>	

### 339 – In-Lieu Roadway

Funds development's share of roadway improvements in lieu of constructing the enhancement.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>93,887</b>	<b>100,000</b>	<b>(2,950)</b>	<b>100,000</b>	<b>-</b>
Operating Expenses	391	500	-	20	(480)
Capital Outlay	-	980,278	-	-	(980,278)
Transfers	104,645	562,260	562,260	1,565	(560,695)
Capital Outlay Rollover	-	-	-	900,000	900,000
<b>Total Expenditures</b>	<b>105,036</b>	<b>1,543,038</b>	<b>562,260</b>	<b>901,585</b>	<b>(641,453)</b>
Surplus / (Deficit)	(11,149)	(1,443,038)	(565,210)	(801,585)	641,453
<b>Available Fund Balance</b>	<b>2,970,032</b>	<b>1,526,994</b>	<b>2,404,822</b>	<b>1,603,237</b>	

**Note:** FY 2023 included the full repayment of the interfund loan to Fund 332, reflected in the Revenue Total row.

**341 - Community Facilities District (CFD) 2002-1 East Franklin**

The purpose of the District is to permit the levy of special taxes to fund the construction and acquisition of certain facilities. The public improvements eligible to be financed through the District include the construction, reconstruction, or reconfiguration of streets, wastewater systems, potable and non-potable water systems, drainage systems, and other public facility improvements. Levy revenues are collected in the corresponding Debt Services fund (Fund 757) to service the outstanding debt service, and any remaining levy amounts are available to be transferred into this fund to pay for eligible public improvements.

	<b>FY 2023 Actual</b>	<b>FY 2024 Amended Budget</b>	<b>FY 2024 Estimate</b>	<b>FY 2025 Budget</b>	<b>Change from FY 2024 to FY 2025 Budget</b>
<b>Revenue Total</b>	<b>112,138</b>	<b>51,008</b>	<b>160,221</b>	<b>120,166</b>	<b>69,158</b>
Compensation	13,675	11,086	9,953	9,767	(1,319)
Operating Expenses	9,416	36,041	11,194	21,200	(14,841)
Capital Outlay	782,468	1,014,272	420,000	15,000	(999,272)
Transfers	425,192	1,241,956	1,241,956	234,783	(1,007,173)
Capital Outlay Rollover	-	-	-	494,272	494,272
<b>Total Expenditures</b>	<b>1,230,751</b>	<b>2,303,355</b>	<b>1,683,103</b>	<b>775,022</b>	<b>(1,528,333)</b>
Surplus / (Deficit)	(1,118,613)	(2,252,347)	(1,522,882)	(654,856)	1,597,491
<b>Available Fund Balance</b>	<b>6,531,499</b>	<b>4,279,152</b>	<b>5,008,617</b>	<b>4,353,761</b>	

### 343 - CFD 2003-1 Poppy Ridge

The purpose of the District is to permit the levy of special taxes to fund the construction and acquisition of certain facilities. The public improvements eligible to be financed through the CFD include the construction, reconstruction, or reconfiguration of streets, wastewater systems, potable and non-potable water systems, drainage systems, and other public facility improvements. Levy revenues are collected in the corresponding Debt Services fund (Fund 758) to service the outstanding debt service and any remaining levy amounts are available to be transferred into this fund to pay for eligible public improvements.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>9,219</b>	<b>106,152</b>	<b>115,071</b>	<b>111,303</b>	<b>5,151</b>
Compensation	13,675	11,086	11,212	10,067	(1,019)
Operating Expenses	5,838	33,788	20,107	20,100	(13,688)
Capital Outlay	-	100,000	-	8,000	(92,000)
Transfers	13,748	13,440	13,440	4,527	(8,913)
<b>Total Expenditures</b>	<b>33,261</b>	<b>158,314</b>	<b>44,759</b>	<b>42,694</b>	<b>(115,620)</b>
Surplus / (Deficit)	(24,042)	(52,162)	70,312	68,609	120,771
<b>Available Fund Balance</b>	<b>581,942</b>	<b>529,780</b>	<b>652,254</b>	<b>720,863</b>	

**344 - CFD 2005-1 Laguna Ridge**

The purpose of the District is to levy special taxes to fund infrastructure and operation & maintenance services in Laguna Ridge. The infrastructure component displayed here funds the construction, reconstruction, or reconfiguration of streets, wastewater systems, potable and non-potable water systems, drainage systems, parks and parkway facilities, and other public facility improvements. Levy revenues are collected in the corresponding Debt Services fund (Fund 756) to service the outstanding debt service, and any remaining levy amounts are available to be transferred into this fund to pay for eligible public improvements.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>6,248,570</b>	<b>243,964</b>	<b>595,363</b>	<b>443,792</b>	<b>199,828</b>
Compensation	14,587	33,876	33,978	28,522	(5,354)
Operating Expenses	3,784,135	9,270,454	7,022,939	7,234,200	(2,036,254)
Capital Outlay	420,745	4,348,823	1,866,160	535,242	(3,813,581)
Transfers	873,768	1,536,703	1,536,703	193,035	(1,343,668)
Capital Outlay Rollover	-	-	-	1,565,611	1,565,611
<b>Total Expenditures</b>	<b>5,093,235</b>	<b>15,189,856</b>	<b>10,459,780</b>	<b>9,556,610</b>	<b>(5,633,246)</b>
Surplus / (Deficit)	1,155,335	(14,945,892)	(9,864,417)	(9,112,818)	5,833,074
<b>Available Fund Balance</b>	<b>20,335,183</b>	<b>5,389,291</b>	<b>10,470,766</b>	<b>1,357,948</b>	

**Note:** A portion of the amount in the Transfers line for FY 2024 and FY 2025 is a portion of Fund 360's share of debt service expense associated with the Preserve at District56.

**Note:** One-time revenues are received in this fund from Fund 756 to reimburse developers for public facility construction and dedication, as a result of ongoing development activity in the Laguna Ridge area. The reimbursement activity can result in large fluctuations in revenue and spending activity.



### 345 – District56 Nature Area and Old Town Plaza Capital Improvements

The purpose of this fund is to pay for costs associated with the District56 Nature Area and Old Town Plaza.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>6,328</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Operating Expenses	109	250	250	250	-
Capital Outlay	131,098	168,096	-	-	(168,096)
Transfers	-	-	-	22,571	22,571
<b>Total Expenditures</b>	<b>131,207</b>	<b>168,346</b>	<b>250</b>	<b>22,821</b>	<b>(145,525)</b>
Surplus / (Deficit)	(124,879)	(168,346)	(250)	(22,821)	145,525
<b>Available Fund Balance</b>	<b>209,003</b>	<b>40,657</b>	<b>208,753</b>	<b>185,932</b>	

### 347 – Laguna Area Community Facilities District

The Laguna Area Community Facilities District was established to acquire and develop public facilities.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>13,888</b>	<b>9,693</b>	<b>27,026</b>	<b>20,270</b>	<b>10,577</b>
Operating Expenses	448	250	189	200	(50)
<b>Total Expenditures</b>	<b>448</b>	<b>250</b>	<b>189</b>	<b>200</b>	<b>(50)</b>
Surplus / (Deficit)	13,440	9,443	26,837	20,070	10,627
<b>Available Fund Balance</b>	<b>1,009,381</b>	<b>1,018,824</b>	<b>1,036,218</b>	<b>1,056,288</b>	

### 348 – Laguna West Community Facilities District

The Laguna West Community Facilities District was established by the County of Sacramento Board of Supervisors and is administered by the County of Sacramento. The District was established to fund the acquisition and construction of the public facilities necessary to serve the Laguna West area, including major roadways, drainage facilities, highway interchanges, basic park improvements, and fire protection services.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>1,926</b>	<b>1,817</b>	<b>3,748</b>	<b>2,811</b>	<b>994</b>
Operating Expenses	62	120	26	30	(90)
<b>Total Expenditures</b>	<b>62</b>	<b>120</b>	<b>26</b>	<b>30</b>	<b>(90)</b>
Surplus / (Deficit)	1,864	1,697	3,722	2,781	1,084
<b>Available Fund Balance</b>	<b>139,972</b>	<b>141,669</b>	<b>143,694</b>	<b>146,475</b>	

### 349 – Lakeside Community Facilities District

The Lakeside Community Facilities District was established by the County of Sacramento Board of Supervisors and is administered by the County of Sacramento. The CFD was established to fund the acquisition and construction of certain public facilities necessary to serve the Laguna West area, including major roadways, drainage facilities, highway interchanges, basic park improvements, and fire protection services.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>-</b>	<b>158,517</b>	<b>614</b>	<b>-</b>	<b>(158,517)</b>
Capital Outlay	-	157,903	-	-	(157,903)
<b>Total Expenditures</b>	<b>-</b>	<b>157,903</b>	<b>-</b>	<b>-</b>	<b>(157,903)</b>
Surplus / (Deficit)	-	614	614	-	(614)
<b>Available Fund Balance</b>	<b>(614)</b>	<b>-</b>	<b>-</b>	<b>-</b>	

### 351 – Federal Capital Grant 2

In addition to Fund 301, this fund was established to account for grants received from the Federal government to fund capital projects that are not otherwise included in Fund 301.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>143,895</b>	<b>1,405,463</b>	<b>537,503</b>	<b>7,642,385</b>	<b>6,236,922</b>
Capital Outlay	635,079	6,014,435	77,473	2,635,000	(3,379,435)
Capital Outlay Rollover	-	-	-	4,970,961	4,970,961
<b>Total Expenditures</b>	<b>635,079</b>	<b>6,014,435</b>	<b>77,473</b>	<b>7,605,961</b>	<b>1,591,526</b>
Surplus / (Deficit)	(491,184)	(4,608,972)	460,030	36,424	4,645,396
<b>Available Fund Balance</b>	<b>(496,454)</b>	<b>(5,105,426)</b>	<b>(36,424)</b>	-	

### 352 – State Capital Grant 2

In addition to Fund 302, this fund was established to account for grants from the State to fund capital projects that are not otherwise included in Fund 302.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>141,572</b>	<b>6,717,819</b>	<b>2,835,088</b>	<b>6,092,374</b>	<b>(625,445)</b>
Capital Outlay	58,882	6,243,492	37,705	-	(6,243,492)
Transfers	257,351	-	-	-	-
Capital Outlay Rollover	-	-	-	6,205,786	6,205,786
<b>Total Expenditures</b>	<b>316,233</b>	<b>6,243,492</b>	<b>37,705</b>	<b>6,205,786</b>	<b>(37,706)</b>
Surplus / (Deficit)	(174,661)	474,327	2,797,383	(113,412)	(587,739)
<b>Available Fund Balance</b>	<b>(590,107)</b>	<b>(115,780)</b>	<b>2,207,276</b>	<b>2,093,864</b>	

### 356 – Southeast Policy Area Park Fee

This impact fee assesses developments in the Southeast Policy Area at building permit issuance for park facilities and also provides fee credits if a developer constructs park facilities.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>2,290,783</b>	<b>1,954,330</b>	<b>2,155,878</b>	<b>7,405,536</b>	<b>5,451,206</b>
Compensation	-	12,805	13,305	14,292	1,487
Operating Expenses	25,637	591,200	32,030	626,500	35,300
Capital Outlay	-	1,710,000	1,400,000	4,830,080	3,120,080
Capital Outlay Rollover	-	-	-	310,000	310,000
<b>Total Expenditures</b>	<b>25,637</b>	<b>2,314,005</b>	<b>1,445,335</b>	<b>5,780,872</b>	<b>3,466,867</b>
Surplus / (Deficit)	2,265,146	(359,675)	710,543	1,624,664	1,984,339
<b>Available Fund Balance</b>	<b>6,078,893</b>	<b>5,719,218</b>	<b>6,789,436</b>	<b>8,414,100</b>	

**Note:** The FY 2024 Capital Outlay Rollover amount is for funding toward the Park K (Mendes) project.

### 357 – Southeast Policy Area Trail Facility Fee

This fee is assessed on developments in the Southeast Policy Area at building permit issuance for trail facilities and also provides fee credits if a developer dedicates or constructs trail facilities.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>1,834,971</b>	<b>1,760,616</b>	<b>5,111,232</b>	<b>6,675,999</b>	<b>4,915,383</b>
Compensation	-	12,805	13,305	13,541	736
Operating Expenses	3,196	551,200	2,319	576,300	25,100
<b>Total Expenditures</b>	<b>3,196</b>	<b>564,005</b>	<b>15,624</b>	<b>589,841</b>	<b>25,836</b>
Surplus / (Deficit)	1,831,775	1,196,611	5,095,608	6,086,158	4,889,547
<b>Available Fund Balance</b>	<b>6,347,426</b>	<b>7,544,037</b>	<b>11,443,034</b>	<b>17,529,192</b>	

**Note:** Significant revenue increases are due to increased development activity in the Southeast Policy Area

### 360 - Laguna Ridge Park Fee

The Laguna Ridge Park fee program fund is responsible for the ongoing debt service for the District56 Nature Area project. The fund also pays its fair share portion of the construction costs of the Bartholomew Sports Park, which is paid to the Cosumnes Community Services District in installment payments based on the revenue activity in this fund.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>794,799</b>	<b>1,112,140</b>	<b>547,755</b>	<b>1,148,618</b>	<b>36,478</b>
Compensation	12,661	12,805	13,305	13,541	736
Operating Expenses	103,205	204,352	167,979	220,664	16,312
Transfers	500,000	-	-	657,117	657,117
<b>Total Expenditures</b>	<b>615,866</b>	<b>217,157</b>	<b>181,284</b>	<b>891,322</b>	<b>674,165</b>
Surplus / (Deficit)	178,933	894,983	366,471	257,296	(637,687)
<b>Available Fund Balance</b>	<b>484,577</b>	<b>1,379,560</b>	<b>851,048</b>	<b>1,108,344</b>	

**Note:** The amount expensed in the Transfers line for FY 2023 was for most of this fund's share of debt service expense associated with the Preserve at District56. Annual payment of this amount is contingent upon available funds when the payment is due in FY 2025. If this fund cannot afford the payment, Fund 343 and/or Fund 344 will make the payment in lieu.

### 361 – Police Campus Facilities Improvements

Expenditures in this fund are associated with capital improvements to various Police facilities. The expenditures are funded from bond proceeds from the Debt Service Elk Grove Finance Authority – Police Campus Improvements Fund (Fund 408), where the debt service payments are made.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>347,631</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Capital Outlay	3,544,921	7,860,289	2,582,734	208,369	(7,651,920)
Capital Outlay Rollover	-	-	-	4,847,854	4,847,854
<b>Total Expenditures</b>	<b>3,544,921</b>	<b>7,860,289</b>	<b>2,582,734</b>	<b>5,056,223</b>	<b>(2,804,066)</b>
Surplus / (Deficit)	(3,197,290)	(7,860,289)	(2,582,734)	(5,056,223)	2,804,066
<b>Available Fund Balance</b>	<b>7,638,957</b>	<b>(221,332)</b>	<b>5,056,223</b>	<b>-</b>	

### 365 – Freeway Mitigation Fee

This impact fee provides funding for developing transportation mitigation projects when developers do not provide the required transportation improvements with their new developments.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>1,258,868</b>	<b>-</b>	<b>73,284</b>	<b>54,963</b>	<b>54,963</b>
Operating Expenses	652	50	432	400	350
<b>Total Expenditures</b>	<b>652</b>	<b>50</b>	<b>432</b>	<b>400</b>	<b>350</b>
Surplus / (Deficit)	1,258,216	(50)	72,852	54,563	54,613
<b>Available Fund Balance</b>	<b>1,970,770</b>	<b>1,970,720</b>	<b>2,043,622</b>	<b>2,098,185</b>	

### 368 – Active Transportation Fee

This fund captures the activity associated with the active transportation component of the Roadway Fee program.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>625,227</b>	<b>1,393,093</b>	<b>1,672,516</b>	<b>1,251,684</b>	<b>(141,409)</b>
Compensation	-	20,488	21,238	21,649	1,161
Operating Expenses	61	20,000	2,235	325,200	305,200
Capital Outlay	-	628,000	115,700	1,187,700	559,700
Capital Outlay Rollover	-	-	-	512,300	512,300
<b>Total Expenditures</b>	<b>61</b>	<b>668,488</b>	<b>139,173</b>	<b>2,046,849</b>	<b>1,378,361</b>
Surplus / (Deficit)	625,166	724,605	1,533,343	(795,165)	(1,519,770)
<b>Available Fund Balance</b>	<b>625,166</b>	<b>1,349,771</b>	<b>2,158,509</b>	<b>1,363,344</b>	

### 370 – SEPA Cost Recovery

This fee is assessed on developments in the Southeast Policy Area at final map or building permit issuance for the City’s costs to prepare the Southeast Policy Area Strategic Plan.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>629,728</b>	<b>261,141</b>	<b>274,138</b>	<b>181,555</b>	<b>(79,586)</b>
Operating Expenses	283	10,500	1,178	10,200	(300)
<b>Total Expenditures</b>	<b>283</b>	<b>10,500</b>	<b>1,178</b>	<b>10,200</b>	<b>(300)</b>
Surplus / (Deficit)	629,445	250,641	272,960	171,355	(79,286)
<b>Available Fund Balance</b>	<b>937,032</b>	<b>1,187,673</b>	<b>1,209,992</b>	<b>1,381,347</b>	

### 371 – SEPA Channel Fee

This fee is assessed on developments in the Southeast Policy Area at improvement plan approval for channel infrastructure and provides fee credits if a developer constructs infrastructure.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>(622,697)</b>	<b>891,472</b>	<b>872,210</b>	<b>562,242</b>	<b>(329,230)</b>
Operating Expenses	698	4,000	1,245	1,200	(2,800)
<b>Total Expenditures</b>	<b>698</b>	<b>4,000</b>	<b>1,245</b>	<b>1,200</b>	<b>(2,800)</b>
Surplus / (Deficit)	(623,395)	887,472	870,965	561,042	(326,430)
<b>Available Fund Balance</b>	<b>669,815</b>	<b>1,557,287</b>	<b>1,540,780</b>	<b>2,101,822</b>	

### 372 – SEPA City Infrastructure Drainage Fee

This fee is assessed on developments in the Southeast Policy Area at improvement plan approval to reimburse the City for its upfront costs associated with the drainage infrastructure, including design and permitting for the Shed C Channel and certain property acquisitions for the Channel.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>322,636</b>	<b>242,319</b>	<b>266,627</b>	<b>174,015</b>	<b>(68,304)</b>
Operating Expenses	431	10,500	1,191	10,200	(300)
<b>Total Expenditures</b>	<b>431</b>	<b>10,500</b>	<b>1,191</b>	<b>10,200</b>	<b>(300)</b>
Surplus / (Deficit)	322,205	231,819	265,436	163,815	(68,004)
<b>Available Fund Balance</b>	<b>1,018,242</b>	<b>1,250,061</b>	<b>1,283,678</b>	<b>1,447,493</b>	

### 373 – SEPA Zone 1 North Sub-Shed Basin Fee

Funds new developments share of the basin infrastructure that serves the North Sub-Shed which includes Sub-sheds S1A, S1B, S2 and S3.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>(457,455)</b>	<b>1,634,050</b>	<b>1,710,465</b>	<b>1,468,886</b>	<b>(165,164)</b>
Operating Expenses	2,009	10,500	1,758	10,800	300
<b>Total Expenditures</b>	<b>2,009</b>	<b>10,500</b>	<b>1,758</b>	<b>10,800</b>	<b>300</b>
Surplus / (Deficit)	(459,464)	1,623,550	1,708,707	1,458,086	(165,464)
<b>Available Fund Balance</b>	<b>1,912,253</b>	<b>3,535,803</b>	<b>3,620,960</b>	<b>5,079,046</b>	

### 376 – SEPA Zone 1 Basin S6

Funds new developments share of the basin infrastructure that serves Sub-shed Basin S6.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>60,970</b>	<b>525,362</b>	<b>548,900</b>	<b>17,654</b>	<b>(507,708)</b>
Operating Expenses	348	1,500	1,191	1,200	(300)
<b>Total Expenditures</b>	<b>348</b>	<b>1,500</b>	<b>1,191</b>	<b>1,200</b>	<b>(300)</b>
Surplus / (Deficit)	60,622	523,862	547,709	16,454	(507,408)
<b>Available Fund Balance</b>	<b>769,497</b>	<b>1,293,359</b>	<b>1,317,206</b>	<b>1,333,660</b>	



### 379 – SEPA Zone 1 Basin S9

Funds new developments share of the basin infrastructure that serves Sub-shed Basin S9.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>371,575</b>	<b>-</b>	<b>24,614</b>	<b>18,461</b>	<b>18,461</b>
Operating Expenses	52	-	104	100	100
<b>Total Expenditures</b>	<b>52</b>	<b>-</b>	<b>104</b>	<b>100</b>	<b>100</b>
Surplus / (Deficit)	371,523	-	24,510	18,361	18,361
<b>Available Fund Balance</b>	<b>371,523</b>	<b>371,523</b>	<b>396,033</b>	<b>414,394</b>	

### 380 – SEPA & LRSP Phase 3 Admin Fee

This fee covers the City's cost to administer the Southeast Policy Area Zone 1 and Laguna Ridge Supplemental Plan Zone 2 Impact Fee Programs.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>154,558</b>	<b>215,314</b>	<b>85,326</b>	<b>66,005</b>	<b>(149,309)</b>
Compensation	-	14,086	14,586	14,845	759
Operating Expenses	5,470	2,500	2,087	50,100	47,600
<b>Total Expenditures</b>	<b>5,470</b>	<b>16,586</b>	<b>16,673</b>	<b>64,945</b>	<b>48,359</b>
Surplus / (Deficit)	149,088	198,728	68,653	1,060	(197,668)
<b>Available Fund Balance</b>	<b>430,172</b>	<b>628,900</b>	<b>498,825</b>	<b>499,885</b>	

**393 – Measure A Safety, Streetscape, Pedestrian, Bike, and Facilities**

Measure A is a countywide one-half percent sales tax that was extended by voters in 2004 for 30 years. This fund is dedicated to the portion of Measure A revenues earmarked for streetscaping, pedestrian, and bicycle facilities.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>873,103</b>	<b>857,827</b>	<b>892,094</b>	<b>898,795</b>	<b>40,968</b>
Operating Expenses	118,941	890	485	500	(390)
Capital Outlay	318,395	2,940,516	872,953	755,400	(2,185,116)
Transfers	43,481	200,679	200,679	138,535	(62,144)
Capital Outlay Rollover	-	-	-	1,458,902	1,458,902
<b>Total Expenditures</b>	<b>480,817</b>	<b>3,142,085</b>	<b>1,074,117</b>	<b>2,353,337</b>	<b>(788,748)</b>
Surplus / (Deficit)	392,286	(2,284,258)	(182,023)	(1,454,542)	829,716
<b>Available Fund Balance</b>	<b>2,380,768</b>	<b>96,510</b>	<b>2,198,745</b>	<b>744,203</b>	

**Note:** The FY 2025 Capital Outlay Rollover amount includes funding for projects such as Laguna Creek Trail and West Stockton Blvd. Elk Grove Creek and Laguna Creek Trail Improvements.

**394 - Measure A Traffic Control and Safety**

Measure A is a countywide one-half percent sales tax extended by voters in 2004 for 30 years. This fund is dedicated to the portion of Measure A revenues earmarked for traffic control and safety improvements.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>588,558</b>	<b>579,692</b>	<b>593,432</b>	<b>599,570</b>	<b>19,878</b>
Compensation	-	203,188	203,188	208,519	5,331
Operating Expenses	35,920	221,200	126,933	102,700	(118,500)
Capital Outlay	178,220	1,208,312	832,796	125,000	(1,083,312)
Transfers	53,358	61,659	61,659	91,354	29,695
Capital Outlay Rollover	-	-	-	179,809	179,809
<b>Total Expenditures</b>	<b>267,498</b>	<b>1,694,359</b>	<b>1,224,576</b>	<b>707,382</b>	<b>(986,977)</b>
Surplus / (Deficit)	321,060	(1,114,667)	(631,144)	(107,812)	1,006,855
<b>Available Fund Balance</b>	<b>1,258,713</b>	<b>144,046</b>	<b>627,569</b>	<b>519,757</b>	

**Note:** The FY 2025 Capital Outlay Rollover amount includes funding for projects such as Old Town Streetscape, the speed control program as well as guard rail replacements.

## CAPITAL FUNDS

**403 Debt Service Elk Grove Finance Authority – Laguna Palms Campus**

This fund pays debt service on bonds that were issued to finance and re-finance the Laguna Palms Campus City-owned buildings. The fund accumulates and disburses lease revenues semi-annually to pay for debt service on the outstanding bonds.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>362,223</b>	<b>590,960</b>	<b>594,223</b>	<b>593,621</b>	<b>2,661</b>
Operating Expenses	99	4,470	1,049	4,050	(420)
Debt Service	585,158	582,900	582,900	585,127	2,227
<b>Total Expenditures</b>	<b>585,257</b>	<b>587,370</b>	<b>583,949</b>	<b>589,177</b>	<b>1,807</b>
Surplus / (Deficit)	(223,034)	3,590	10,274	4,444	854
<b>Available Fund Balance</b>	<b>62,520</b>	<b>66,110</b>	<b>72,794</b>	<b>77,238</b>	

**406 Debt Service Elk Grove Finance Authority – Animal Shelter and Parkland**

This fund pays debt service on bonds that were issued to finance the Animal Shelter and park land acquisition. The fund accumulates and disburses lease revenues semi-annually to pay for debt service on the outstanding bonds.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>1,313,798</b>	<b>1,305,347</b>	<b>1,306,343</b>	<b>1,303,965</b>	<b>(1,382)</b>
Operating Expenses	6,570	10,050	1,061	10,100	50
Debt Service	1,303,206	1,303,332	1,303,332	1,301,707	(1,625)
<b>Total Expenditures</b>	<b>1,309,776</b>	<b>1,313,382</b>	<b>1,304,393</b>	<b>1,311,807</b>	<b>(1,575)</b>
Surplus / (Deficit)	4,022	(8,035)	1,950	(7,842)	193
<b>Available Fund Balance</b>	<b>466,703</b>	<b>458,668</b>	<b>468,653</b>	<b>460,811</b>	

## CAPITAL FUNDS

**407 Debt Service Elk Grove Finance Authority – District56 Nature Area and Old Town Plaza**

This fund pays debt service on bonds that were issued to finance the construction of the District56 Nature Area and improvements to the Old Town Plaza. The fund accumulates and disburses lease revenues semi-annually to pay for debt service on the outstanding bonds.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>815,412</b>	<b>817,117</b>	<b>821,817</b>	<b>820,642</b>	<b>3,525</b>
Operating Expenses	673	5,000	1,054	5,100	100
Debt Service	817,117	817,119	817,119	817,118	(1)
<b>Total Expenditures</b>	<b>817,790</b>	<b>822,119</b>	<b>818,173</b>	<b>822,218</b>	<b>99</b>
Surplus / (Deficit)	(2,378)	(5,002)	3,644	(1,576)	3,426
<b>Available Fund Balance</b>	<b>528,073</b>	<b>523,071</b>	<b>531,717</b>	<b>530,141</b>	

**408 Debt Service Elk Grove Finance Authority – City Hall Campus Improvements**

This fund pays debt service on bonds that were issued to finance the construction of improvements to various City facilities. The fund accumulates and disburses lease revenues semi-annually to pay for debt service on the outstanding bonds.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>764,248</b>	<b>944,688</b>	<b>944,735</b>	<b>941,239</b>	<b>(3,449)</b>
Operating Expenses	2,275	7,000	3,001	5,010	(1,990)
Debt Service	764,157	944,250	944,250	940,875	(3,375)
<b>Total Expenditures</b>	<b>766,432</b>	<b>951,250</b>	<b>947,251</b>	<b>945,885</b>	<b>(5,365)</b>
Surplus / (Deficit)	(2,184)	(6,562)	(2,516)	(4,646)	1,916
<b>Available Fund Balance</b>	<b>268,928</b>	<b>262,366</b>	<b>266,412</b>	<b>261,766</b>	

**501 – Solid Waste - Residential**

This fund collects revenue related to residential waste service and collection which funds residential waste collection and hauling operations.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>1,033,970</b>	<b>1,366,541</b>	<b>1,429,953</b>	<b>1,412,892</b>	<b>46,351</b>
Compensation	279,594	353,013	349,722	479,049	126,036
Operating Expenses	156,326	441,072	313,940	567,689	126,618
Internal Services	67,914	76,274	76,274	97,303	21,029
Transfers	154,101	146,001	146,001	120,768	(25,233)
<b>Total Expenditures</b>	<b>657,935</b>	<b>1,016,360</b>	<b>885,937</b>	<b>1,264,809</b>	<b>248,450</b>
Surplus / (Deficit)	376,035	350,181	544,016	148,083	(202,099)
<b>Available Fund Balance</b>	<b>5,662,630</b>	<b>6,012,811</b>	<b>6,206,646</b>	<b>6,354,729</b>	

**502 – Commercial Haulers**

This fund collects revenue related to commercial waste service and collection that funds commercial waste collection and hauling operations.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>1,021,959</b>	<b>948,397</b>	<b>985,847</b>	<b>982,644</b>	<b>34,247</b>
Compensation	159,918	222,967	219,967	220,984	(1,983)
Operating Expenses	61,633	398,098	338,381	215,595	(182,503)
Internal Services	70,229	76,274	76,274	97,303	21,029
Transfers	121,722	124,694	124,694	45,510	(79,184)
<b>Total Expenditures</b>	<b>413,502</b>	<b>822,033</b>	<b>759,316</b>	<b>579,392</b>	<b>(242,641)</b>
Surplus / (Deficit)	608,457	126,364	226,531	403,252	276,888
<b>Available Fund Balance</b>	<b>3,607,776</b>	<b>3,734,140</b>	<b>3,834,307</b>	<b>4,237,559</b>	

### 503 – Drainage

This fund supports drainage and stormwater operations, administration, and capital expenses with revenues generated from property tax and the Storm Water Utility Fee program.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>8,667,186</b>	<b>8,727,152</b>	<b>8,813,136</b>	<b>9,006,478</b>	<b>279,326</b>
Compensation	1,045,636	1,949,076	1,946,748	1,484,943	(464,133)
Operating Expenses	4,308,764	4,682,833	4,393,362	4,575,380	(107,454)
Internal Services	47,089	55,689	55,689	182,762	127,073
Capital Outlay	3,586,858	19,556,914	2,786,379	1,881,264	(17,675,651)
Debt Service	4,829	-	-	-	-
Transfers	788,024	744,635	744,635	2,050,635	1,306,000
Capital Outlay Rollover	-	-	-	16,056,936	16,056,936
<b>Total Expenditures</b>	<b>9,781,200</b>	<b>26,989,147</b>	<b>9,926,813</b>	<b>26,231,920</b>	<b>(757,227)</b>
Surplus / (Deficit)	(1,114,014)	(18,261,995)	(1,113,734)	(17,225,442)	(1,036,553)
<b>Available Fund Balance</b>	<b>19,399,466</b>	<b>1,137,471</b>	<b>18,285,790</b>	<b>1,060,347</b>	

**Note:** The FY 2025 Capital Outlay Rollover amount includes funding for projects such as Laguna Creek & Whitehouse Creek Multi-Functional Corridor Project, Bond Road Storm Drain Improvements, Pump Station Improvements Phase 2, and Southeast Industrial Area Storm Drain Improvements.

### 506 – Special Waste Collection Center

This fund represents and accounts for the Special Waste Collection Center's operating costs.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>1,720,854</b>	<b>2,539,206</b>	<b>1,857,339</b>	<b>1,869,849</b>	<b>(669,357)</b>
Compensation	153,094	269,810	271,454	263,645	(6,165)
Operating Expenses	789,933	1,231,281	1,000,809	1,261,355	30,074
Internal Services	70,229	76,274	76,274	97,303	21,029
Transfers	200,793	180,118	180,118	200,816	20,698
<b>Total Expenditures</b>	<b>1,214,049</b>	<b>1,757,483</b>	<b>1,528,655</b>	<b>1,823,119</b>	<b>65,636</b>
Surplus / (Deficit)	506,805	781,723	328,684	46,730	(734,993)
<b>Available Fund Balance</b>	<b>2,422,121</b>	<b>3,203,844</b>	<b>2,750,805</b>	<b>2,797,535</b>	

**511 – Transit**

This fund accounts for the City’s share of costs for operation of the City’s transit system.

	<b>FY 2023 Actual</b>	<b>FY 2024 Amended Budget</b>	<b>FY 2024 Estimate</b>	<b>FY 2025 Budget</b>	<b>Change from FY 2024 to FY 2025 Budget</b>
<b>Revenue Total</b>	<b>626,729</b>	<b>600,767</b>	<b>658,909</b>	<b>658,909</b>	<b>58,142</b>
Compensation	127,771	81,517	81,517	91,801	10,284
Operating Expenses	1,954	68,505	17,800	27,710	(40,795)
Internal Services	5,348	4,123	4,123	4,942	819
<b>Total Expenditures</b>	<b>135,073</b>	<b>154,145</b>	<b>103,440</b>	<b>124,453</b>	<b>(29,692)</b>
Surplus / (Deficit)	491,656	446,622	555,469	534,456	87,834
<b>Available Fund Balance</b>	<b>(2,554,461)</b>	<b>(2,107,839)</b>	<b>(1,998,992)</b>	<b>(1,464,536)</b>	

**Note:** Revenues received from the Sacramento Regional Transit District over the next several years, per interagency agreements, will contribute toward reducing the negative fund balance.

## 601 – Risk Management

This fund accounts for the self-insured position of the City's workers compensation and general liability insurance.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>6,647,318</b>	<b>10,821,706</b>	<b>10,872,565</b>	<b>7,781,821</b>	<b>(3,039,885)</b>
Compensation	282,085	293,438	291,176	350,914	57,476
Operating Expenses	5,005,314	11,740,511	11,080,223	6,568,769	(5,171,742)
Internal Services	11,597	13,794	13,794	15,096	1,302
Transfers	3,112,204	267,592	267,592	347,900	80,308
<b>Total Expenditures</b>	<b>8,411,200</b>	<b>12,315,335</b>	<b>11,652,785</b>	<b>7,282,679</b>	<b>(5,032,656)</b>
Surplus / (Deficit)	(1,763,882)	(1,493,629)	(780,220)	499,142	1,992,771
<b>Available Fund Balance</b>	<b>1,314,997</b>	<b>(178,632)</b>	<b>534,777</b>	<b>1,033,919</b>	

**Note:** In FY 2023, nearly \$3 million in undesignated and unrestricted reserves is anticipated to be returned to a variety of funds (included in the Transfers row). Nearly half of the \$3 million in excess reserves is due to expenditure savings in the Risk Management Fund over the past few years, and the remainder is due to overcharging a variety of funds in the Internal Service Fund plan, also over the past several years.

**Note:** The FY24 Amended Budget contains a provision for a settlement relative to The Oak Rose Project of about \$5M. The exact timing of the completion of the settlement is not presently known and the funds may roll into FY25.



## 602 – Fleet and Facilities

Established to account for the operation, maintenance and repair of City facilities and fleet.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>3,002,988</b>	<b>5,272,665</b>	<b>5,340,046</b>	<b>6,101,239</b>	<b>828,574</b>
Compensation	700,284	786,189	776,189	757,531	(28,658)
Operating Expenses	1,958,629	2,483,014	2,338,002	2,450,075	(32,939)
Internal Services	182,332	204,989	204,989	247,695	42,706
Capital Outlay	541,911	3,991,558	2,739,102	862,100	(3,129,458)
Transfers	230,190	242,672	242,672	277,415	34,743
Capital Outlay Rollover	-	-	-	677,307	677,307
<b>Total Expenditures</b>	<b>3,613,346</b>	<b>7,708,422</b>	<b>6,300,954</b>	<b>5,272,123</b>	<b>(2,436,299)</b>
Surplus / (Deficit)	(610,358)	(2,435,757)	(960,908)	829,116	3,264,873
<b>Available Fund Balance</b>	<b>3,430,480</b>	<b>994,723</b>	<b>2,469,572</b>	<b>3,298,688</b>	

## 603 – Information Technology and Geographic Information Systems

Established to account for the operation, maintenance, and repair of City information technology assets and geographic information services.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>6,969,075</b>	<b>6,475,203</b>	<b>6,570,976</b>	<b>6,801,270</b>	<b>326,067</b>
Compensation	2,788,547	2,816,818	2,816,818	2,919,211	102,393
Operating Expenses	3,280,279	3,582,499	3,556,578	3,885,685	303,186
Internal Services	217,207	193,168	193,168	223,120	29,952
Capital Outlay	327,636	513,415	513,415	172,000	(341,415)
Transfers	338,069	408,821	408,821	480,797	71,976
<b>Total Expenditures</b>	<b>6,951,738</b>	<b>7,514,721</b>	<b>7,488,800</b>	<b>7,680,813</b>	<b>166,092</b>
Surplus / (Deficit)	17,337	(1,039,518)	(917,824)	(879,543)	159,975
<b>Available Fund Balance</b>	<b>2,818,809</b>	<b>1,779,291</b>	<b>1,900,985</b>	<b>1,021,442</b>	

## 604 – State Unemployment Insurance Fund

The State Unemployment Insurance Fund is an internal service fund that collects unemployment insurance premiums from all departments with City employees and makes payments on their behalf to the California Employment Development Department.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>44,187</b>	<b>50,000</b>	<b>31,184</b>	<b>39,730</b>	<b>(10,270)</b>
Operating Expenses	16,886	50,000	14,886	30,000	(20,000)
<b>Total Expenditures</b>	<b>16,886</b>	<b>50,000</b>	<b>14,886</b>	<b>30,000</b>	<b>(20,000)</b>
Surplus / (Deficit)	27,301	-	16,298	9,730	9,730
<b>Available Fund Balance</b>	<b>247,755</b>	<b>247,755</b>	<b>264,053</b>	<b>273,783</b>	

## AGENCY FUNDS

**709 – Laguna Springs Open Space Preserve**

This fund was established from an endowment for management and monitoring of the Laguna Springs Unit 2, Open Space Preserve. The expenditures in this fund are used for operations and maintenance of the wetland preserve.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>62,561</b>	<b>-</b>	<b>4,620</b>	<b>3,465</b>	<b>3,465</b>
Operating Expenses	-	7,030	7,030	7,030	-
<b>Total Expenditures</b>	<b>-</b>	<b>7,030</b>	<b>7,030</b>	<b>7,030</b>	<b>-</b>
Surplus / (Deficit)	62,561	(7,030)	(2,410)	(3,565)	3,465
<b>Available Fund Balance</b>	<b>169,161</b>	<b>162,131</b>	<b>166,751</b>	<b>163,186</b>	

**735 – Animal Services Donations**

Revenue for this fund is collected through citizen and community donations to fund designated and/or undesignated Animal Services expenditures.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>30,689</b>	<b>-</b>	<b>27,286</b>	<b>1,584</b>	<b>1,584</b>
Operating Expenses	2,340	35,050	15	-	(35,050)
<b>Total Expenditures</b>	<b>2,340</b>	<b>35,050</b>	<b>15</b>	<b>-</b>	<b>(35,050)</b>
Surplus / (Deficit)	28,349	(35,050)	27,271	1,584	36,634
<b>Available Fund Balance</b>	<b>79,185</b>	<b>44,135</b>	<b>106,456</b>	<b>108,040</b>	

**756 - Debt Service – Community Facilities District (CFD) 2005-1**

Principal and interest payments on Community Facilities District 2005-1 (Laguna Ridge) debt issue.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>9,938,394</b>	<b>11,227,957</b>	<b>11,227,623</b>	<b>11,097,244</b>	<b>(130,713)</b>
Operating Expenses	8,780	4,477	4,592	25,000	20,523
Debt Service	8,450,313	8,680,670	8,680,670	8,844,940	164,270
Transfers	1,701,077	200,000	200,000	200,000	-
<b>Total Expenditures</b>	<b>10,160,170</b>	<b>8,885,147</b>	<b>8,885,262</b>	<b>9,069,940</b>	<b>184,793</b>
Surplus / (Deficit)	(221,776)	2,342,810	2,342,361	2,027,304	(315,506)
<b>Available Fund Balance</b>	<b>8,865,324</b>	<b>11,208,134</b>	<b>11,207,685</b>	<b>13,234,989</b>	

**757 - Debt Service – CFD 2002-1 East Franklin**

Principal and interest payments on Community Facilities District 2002-1 East Franklin debt issue.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>4,492,536</b>	<b>4,534,602</b>	<b>4,638,303</b>	<b>4,574,829</b>	<b>40,227</b>
Operating Expenses	10,836	5,753	6,038	10,000	4,247
Debt Service	3,578,950	3,571,575	3,571,575	3,565,325	(6,250)
<b>Total Expenditures</b>	<b>3,589,786</b>	<b>3,577,328</b>	<b>3,577,613</b>	<b>3,575,325</b>	<b>(2,003)</b>
Surplus / (Deficit)	902,750	957,274	1,060,690	999,504	42,230
<b>Available Fund Balance</b>	<b>5,865,768</b>	<b>6,823,042</b>	<b>6,926,458</b>	<b>7,925,962</b>	

**758 - Debt Service – CFD 2003-1 Poppy Ridge**

Principal and interest payments on Community Facilities District 2003-1 East Poppy Ridge debt issue.

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Revenue Total</b>	<b>3,951,316</b>	<b>3,982,699</b>	<b>4,012,218</b>	<b>3,993,244</b>	<b>10,545</b>
Operating Expenses	8,056	5,571	5,781	10,000	4,429
Debt Service	3,237,100	3,235,225	3,235,225	3,229,600	(5,625)
Transfers	-	100,000	100,000	100,000	-
<b>Total Expenditures</b>	<b>3,245,156</b>	<b>3,340,796</b>	<b>3,341,006</b>	<b>3,339,600</b>	<b>(1,196)</b>
Surplus / (Deficit)	706,160	641,903	671,212	653,644	11,741
<b>Available Fund Balance</b>	<b>3,155,031</b>	<b>3,796,934</b>	<b>3,826,243</b>	<b>4,479,887</b>	

# CITY COUNCIL

The Mayor and each Council Member is allocated a discretionary budget that is primarily intended for part-time Assistants. The discretionary budget for each Council Member and the Mayor is \$20,000 for a total of \$100,000. Unspent funds can be used to support local non-profit organizations at the discretion of each elected official.

# CITY COUNCIL

## CITY COUNCIL FUNCTIONS AND PRIORITY PROJECTS

The City Council plays a crucial role in the budget process by providing policy direction. This direction is based on the vision, mission and goals which help staff determine how resources should be allocated and what the priorities are. Priority Projects establish short-term budget priorities and guide staff in making funding recommendations to the Council.

The City Council developed a two-year vision, mission, and goals during their Strategic Planning session on March 10, 2023. These were formally adopted by the Council in April 2023 and are the driving force behind all budget recommendations made by the City Manager and City Staff in presenting this budget document for Council consideration.

### VISION

Elk Grove prioritizes a superior quality of life for all that builds upon the community's diversity and heritage through safe, welcoming, and connected neighborhoods, with a variety of residential, educational, and employment choices and amenities that create a sense of place.

### MISSION

Provide exceptional services that enhance the quality of life for our residents and promote a thriving economy in an efficient and cost-effective manner.

#### City Council

<b>Expenditures by Category</b>	<b>FY 2023 Actual</b>	<b>FY 2024 Amended Budget</b>	<b>FY 2024 Estimate</b>	<b>FY 2025 Budget</b>	<b>Change from FY 2024 to FY 2025 Budget</b>
Compensation	160,457	234,250	234,250	331,066	96,816
Operating Expenses	122,061	177,250	175,430	92,830	(84,420)
Internal Services	104,373	93,126	93,126	115,202	22,076
Transfers	10,869	15,299	15,299	15,138	(161)
<b>Total</b>	<b>397,761</b>	<b>519,925</b>	<b>518,105</b>	<b>554,236</b>	<b>34,311</b>
<b>Expenditures By Resource</b>					
General Fund	397,761	519,925	518,105	554,236	34,311
<b>Total</b>	<b>397,761</b>	<b>519,925</b>	<b>518,105</b>	<b>554,236</b>	<b>34,311</b>

**Note:** By City Council resolution authority, during the fiscal year City Council members can request to transfer unspent part-time compensation budget authority to their operations budget for making donations at their discretion.

## PROGRAM DESCRIPTION

The City Council, comprised of a directly elected Mayor and four council members elected by districts, is the legislative body of Elk Grove. It has a broad range of municipal powers, including the review and approval of an annual budget, establishing community goals and objectives, approving the City's general plan and proposed sphere of influence, reviewing and approving major projects, and hearing community problems and concerns.

## FY 2024-25 GOALS

### **A vibrant community and sustainable economy with diverse businesses and amenities**

- Facilitate business attraction, retention, and expansion efforts that maximize employment, capital investment, and tax revenues, reduce barriers, and promote equity and inclusion in entrepreneurship.
- Facilitate the development of enhanced retail, dining, arts and entertainment, hospitality projects, and experiences that serve residents and visitors.
- Ensure public and private development that is high-quality and attractive, contributing to a sense of place
- Plan and facilitate development of neighborhoods of varying densities and characteristics - from rural to suburban to urban.
- Support efforts that further a resilient business community.

### **A safe and resilient community**

- Invest in community safety.
- Enhance quality of life by ensuring the highest level of public safety through world class service and community collaboration
- Engage in fair and impartial interactions with our diverse community and build trust through transparency, inclusiveness, and equity.
- Plan and prepare for effective emergency operations by employing emerging technologies to better serve our community.
- Promote a sustainable community and protect the natural environment.
- Promote solutions to homelessness that align services and shelter with the needs of the population.

### **A high performing and financially stable government**





- Maintain and strengthen the fiscal health and stability of the City.
- Embrace new ideas and innovation in the delivery of services.
- Provide responsive and courteous customer service.
- Promote Diversity, Equity, and Inclusion within the City organization and larger community.
- Further regional cooperation and collaboration, keeping the City's best interest in mind.
- Engage the community often and in a transparent and inclusive way.
- Maximize investments in innovation to improve the lives of residents and streamline operations.

### **A city with infrastructure that meets its current and future needs**





- Improve effectiveness and efficiency of maintenance and operations of City facilities and infrastructure.
- Implement enhancements to the City's roadways, bicycle and pedestrian routes, and transit system.
- Provide infrastructure that supports business attraction and expansion.
- Plan for future transportation technologies and innovations.
- Align funding with the City's infrastructure goals.

# PRIORITY PROJECTS

**Note:** Projects are not listed in order of priority or importance.

Row ID	Priority Project	Description of work effort during two-year planning period	Responsible Departments		Goals Implemented by this Project/Action			
			Lead	Support	 Vibrant community and sustainable economy	 Safe and resilient community	 High performing and financially stable City government	 City Infrastructure
<b>A Civic Amenities</b>								
A1	Elk Grove (Old Town) Library	Complete tenant improvements for the relocated Elk Grove Library Branch.	Public Works	Strategic Planning and Innovation	✓			
A2	New Zoological Park in Elk Grove	Complete schematic design and environmental review for the proposed New Zoo in Elk Grove and consider project approvals.	Strategic Planning and Innovation	Public Works, Finance	✓			
<b>B Transportation</b>								
B1	Kammerer Road: Extend from Bruceville Road to I-5	Complete environmental review, right of way acquisition and begin final design for the extension of Kammerer Road from Bruceville Road to I-5.	Public Works	-	✓	✓		✓
B2	Whitelock Parkway Interchange	Continue project design and environmental review. Construction forecast for 2030.	Public Works	-	✓			✓
B3	Elk Grove Blvd Streetscape Phase 2	Complete utility coordination, right of way acquisition and final design, and begin construction of the widening, beautification, and mobility improvements of Elk Grove Blvd. from School Street to Waterman Road.	Public Works	-	✓			✓
B4	Expand traffic signal communication network	Complete upgrades to traffic signal cabinets and connect to fiber optic and/or cellular service to increase bandwidth to improve signal synchronization and traffic operations and reduce congestion.	Public Works	IT, Police		✓		✓
B5	Implement adaptive traffic signal control pilot project	Upgrade equipment and traffic operations software and deploy a pilot adaptive traffic signal program for Elk Grove Boulevard from Elk Grove-Florin to Bruceville.	Public Works	IT		✓		✓
B6	Light Rail Extension to Elk Grove	Update the corridor master plan/precise plan for future extension of Light Rail into Elk Grove.	Strategic Planning and Innovation	Public Works	✓			✓
B7	Passenger Inter-City Rail Services	Continue coordination with San Joaquin Regional Rail Commission on station design and construction.	Strategic Planning and Innovation	Public Works, Dev. Services	✓			✓
B8	Laguna Creek Trail at Highway 99 Overcrossing	Complete design, environmental review, and pursue grant opportunities for the construction of a new pedestrian/bicycle overcrossing of Highway 99 at Laguna Creek.	Public Works	Strategic Planning and Innovation	✓	✓		✓
B9	Lotz and Promenade Parkway Extensions	Complete design and environmental review for extension of Lotz Parkway from Whitelock Parkway to Kyler Road, and Promenade Parkway from the SMUD substation to Lotz Parkway.	Public Works	Strategic Planning and Innovation, Dev. Services	✓			✓
<b>C Community Development</b>								
C1	Railroad Street	Continue efforts to revitalize the Railroad Street corridor with restaurant, entertainment, and residential uses.	Economic Dev.	Dev. Services	✓			✓
C2	Update the Old Town Special Planning Area	Complete a comprehensive update to the Old Town Special Planning Area.	Strategic Planning and Innovation	Dev. Services, Economic Dev.	✓			
C3	Project Elevate	Continue efforts with the City's preferred development partner to undertake the project creating a mixed-use neighborhood at the City property at Big Horn and Elk Grove Boulevard. Develop a multi-phase construction plan and a retail plan that provides diverse dining and entertainment options.	Economic Dev.	Strategic Planning and Innovation, Dev. Services	✓			
C4	Kammerer Road Corridor Urban Design Study Implementation	Complete/adopt revisions to the General Plan, SEPA Community Plan, and Zoning to implement the Kammerer Road Urban Design Study.	Strategic Planning and Innovation	Economic Dev., Dev. Services, Public Works	✓			
C5	Implement programs that address homelessness in Elk Grove	Explore funding or other forms of support for housing and services for people experiencing homelessness. Prepare a needs assessment. Consider funding programs from Measure E.	Dev. Services	-	✓	✓		
C6	Further development of affordable housing in Elk Grove	Undertake programs and implement policies that further the development of housing for all income levels, including lower and middle income. Pursue development of four City-owned housing opportunities. As part of future fee program updates, continue to implement changes that reflect the proportional costs.	Dev. Services	Strategic Planning and Innovation	✓	✓		
C7	Southeast Industrial Area/Grant Line Road Business Park	Facilitate infrastructure completion and marketing efforts that further development in the Southeast Industrial Area.	Economic Dev., Public Works	Strategic Planning and Innovation, Dev. Services, Finance	✓			✓
C8	Complete an update to the City's Climate Action Plan	Complete the 5-year update to the Climate Action Plan.	Strategic Planning and Innovation	Dev. Services	✓	✓		
C9	Regional Sewer Study	In partnership with Regional San and SASD, prepare a regional sewer study that looks at the near-term and long-term sewer needs for Elk Grove south of Elk Grove Boulevard and west of Highway 99, including future annexation areas.	Strategic Planning and Innovation	Dev. Services, Public Works, Economic Dev.	✓			✓
C10	Old Town Library Reuse	Develop a plan and process for the disposition and/or future use of the current Old Town Library in preparation for the future move to the Rite Aid building.	Strategic Planning and Innovation	Economic Dev.	✓	✓		
C11	Citywide telecommunication/broadband improvements	Facilitate improved telecommunications/broadband access for residences and businesses.	Strategic Planning and Innovation	Public Works, Economic Dev.	✓	✓		✓
<b>D Community Safety</b>								
D1	Continue efforts to address the potential for regional flooding	Continue seeking partnerships and funding to address long-term flooding potential in the Elk Grove area.	Public Works, City Manager	Strategic Planning and Innovation, Dev. Services		✓	✓	



Row ID	Priority Project	Description of work effort during two-year planning period	Responsible Departments		Goals Implemented by this Project/Action			
			Lead	Support	 Vibrant community and sustainable economy	 Safe and resilient community	 High performing and financially stable City government	 City Infrastructure
D2	GPS based emergency vehicle signal preemption pilot program	With Cosumnes CSD, undertake a pilot program for GPS based emergency vehicle routing and signal preemption to improve Fire and EMS response times.	Public Works	Information Services, Police		✓		
D3	Community Service Centers	Investigate development of community service centers, one each in eastern and western Elk Grove for the City's neighborhood-focused Problem Oriented Policing teams.	Police	Public Works		✓		✓
D4	School Resource Officer Partnership	Study expansion of School Resource Officers with Elk Grove Unified School District.	Police	-		✓		
<b>E City Operations</b>								
E1	Police Department Campus improvements and expansion	Complete improvements to 8380, 8400, Studio Court, and Iron Rock and evaluate timing of future expansion needs.	Public Works	Police		✓		✓
E2	Continue efforts of promoting Diversity, Equity, and Inclusion within City government, as well as in the community	Continue diversity and inclusion efforts within the City organization and expand programs into the community.	City Manager	-	✓		✓	
E3	Maintain Elk Grove's roadways in a state of good repair	Identify opportunities to enhance pavement management efforts with new Measure E revenues.	Public Works	Finance			✓	✓
E4	Fleet Electrification	Complete the Electric Vehicle Transition Plan for City operations and undertake Phase 1 improvements to City facilities and begin Pilot/Phase 1 deployment of electric vehicles.	Strategic Planning and Innovation, Public Works	Police, Finance		✓	✓	✓
E5	City Hall Improvements	Complete safety improvements to, and undertake design for a remodel of, City Hall at 8401 Laguna Palms Way to accommodate future growth.	Public Works	All		✓		✓
E6	Community Engagement Program Development	Implement the recommendations/initiatives of the Smart City Plan and develop a Community Engagement Toolkit and training resources for City staff.	City Manager	All		✓	✓	
E7	Continuous Improvement Program	Develop and implement a Continuous Improvement Program for City staff, which provides staff training, tools, and resources to make data driven decisions and improve service delivery.	Strategic Planning and Innovation	All			✓	
E8	Digital improvements to customer service	Improve the digital experiences for City customers on our "online services" portion of the City's website (e.g., online applications).	Information Services	Finance, Dev. Services, Public Works, Police, Public Affairs	✓		✓	
E9	Measure E Year 1 Expenditure Plan	In partnership with Cosumnes Community Services District develop a Year 1 Measure E expenditure plan and MOU for Measure E revenue based on community identified priorities.	Finance	Police, Public Works, Economic Dev., Dev. Services	✓	✓	✓	✓

# CITY MANAGER

**Note: The City is in the process of completing a Classification study that is anticipated to be completed prior to the adoption of the Fiscal Year 2024-25 Budget. Organizational Charts and Position Control Listings will be included as part of the Adoption Process of the Annual Budget for City Council consideration.**

# CITY MANAGER

## MISSION

The City Manager Department ensures efficient day-to-day operations throughout the City while overseeing programs that provide residents with a high quality of life. The City Manager continually strives to keep the City in a fiscally strong and economically sound position.

## DEPARTMENT SERVICES

The City Manager Department is charged with a variety of duties and responsibilities which include carrying out policies and direction from the City Council; enforcing ordinances of the City; appointing and supervising all City personnel except as provided by State law or other municipal code; creating a healthy and safe working environment for all personnel; and being responsive and available to the community. The Department includes the Public Affairs, Economic Development, Risk Management, Strategic Planning & Innovation, and District56 divisions as well as several program areas including Federal and State Legislation, Community Engagement, Diversity, Equity, and Inclusion, and the Ask Elk Grove customer service program.

**BUDGET SUMMARY**

<b>Expenditures By Category</b>	<b>FY 2023 Actual</b>	<b>FY 2024 Amended Budget</b>	<b>FY 2024 Estimate</b>	<b>FY 2025 Budget</b>	<b>Change from FY 2024 to FY 2025 Budget</b>
Compensation	3,832,867	4,815,432	4,444,518	4,684,418	(131,014)
Operating Expenses	15,149,380	19,379,203	15,094,451	12,734,182	(6,645,021)
Internal Services	478,358	661,300	661,300	770,955	109,655
Capital Outlay	50,469	105,535	90,287	6,500	(99,035)
Transfers	253,325	323,897	323,897	403,615	79,718
<b>Total</b>	<b>19,764,399</b>	<b>25,285,367</b>	<b>20,614,453</b>	<b>18,599,670</b>	<b>(6,685,697)</b>
<b>Expenditures By Division</b>					
City Manager	1,952,850	2,704,819	2,279,578	2,373,715	(331,104)
Public Affairs	1,400,492	1,766,209	1,671,868	1,849,260	83,051
Economic Development	8,717,557	4,898,399	1,447,838	5,133,295	234,896
Strategic Planning and Innovation	1,713,604	3,473,586	3,499,224	1,831,583	(1,642,003)
Self Insurance	3,252,034	9,639,370	8,986,620	4,587,371	(5,051,999)
District56	2,727,862	2,802,984	2,729,325	2,824,446	21,462
<b>Total</b>	<b>19,764,399</b>	<b>25,285,367</b>	<b>20,614,453</b>	<b>18,599,670</b>	<b>(6,685,697)</b>
<b>Expenditures By Resource</b>					
General Fund	5,511,524	7,062,545	6,488,937	6,483,316	(579,229)
General Fund Economic Incentives	7,644,673	661,654	106,654	555,000	(106,654)
Measure E	-	1,345,000	260,000	3,260,000	1,915,000
Disaster Recovery	362,560	2,195,393	480,996	-	(2,195,393)
Strategic Planning Grants	111,964	841,096	841,096	440,000	(401,096)
Gas Tax	38,183	593,259	580,759	287,518	(305,741)
Measure A	37,883	40,759	40,759	42,518	1,759
Transit Operations	77,716	103,307	99,307	119,501	16,194
Community Facilities District - District56	2,727,862	2,802,984	2,729,325	2,824,446	21,462
Self Insurance	3,252,034	9,639,370	8,986,620	4,587,371	(5,051,999)
<b>Total</b>	<b>19,764,399</b>	<b>25,285,367</b>	<b>20,614,453</b>	<b>18,599,670</b>	<b>(6,685,697)</b>

**Note:** Budget variances are explained in the individual Division sections.

## City Manager's Office

### Division Services

The City Manager's office manages the following program areas:

- The State and Federal Legislative programs are closely monitored for impacts at the local, state, and national levels. Each year, the City Manager's Office works to advance critical public safety and high-priority projects. The City Manager's office also works closely with the California Legislature to advance state legislation as well as monitor bills that impact local government.
- Diversity and Inclusion efforts are administered out of the City Manager's Office. This includes the management of the Diversity, Equity and Inclusion city staff team whose primary task is to prioritize and implement employee focused inclusion efforts. These efforts also include a 10-member resident Diversity and Inclusion Commission that works with the community on issues related to diversity and inclusion.
- Ask Elk Grove is the City's customer service program which connects residents with specially trained customer service representatives. Ask Elk Grove makes local government open and accessible to everyone. The program's goal is to provide the best customer service possible and offer residents the help or information they need – quickly and easily. Ask Elk Grove utilizes a variety of methods for residents to contact City Hall which include phone, e-mail and through the City's website.
- The Community Engagement program works across all city departments to create and design effective outreach strategies to engage, educate and empower the community. The program's goal is to streamline efficiencies and solutions while building trust externally within the community with an added focus on the neighborhood level. The City Manager's Office works collaboratively with the community and internal stakeholders to identify and prioritize issues that resonate with the community, businesses, and residents, while helping them be a part of the conversation.

**Budget Summary**

Expenditures By Category	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
Compensation	1,188,781	1,799,223	1,373,982	1,430,900	(368,323)
Operating Expenses	518,453	499,168	499,168	528,159	28,991
Internal Services	227,769	381,306	381,306	389,797	8,491
Transfers	17,847	25,122	25,122	24,859	(263)
<b>Total</b>	<b>1,952,850</b>	<b>2,704,819</b>	<b>2,279,578</b>	<b>2,373,715</b>	<b>(331,104)</b>
<b>Expenditures By Resource</b>					
General Fund	1,952,850	2,279,578	1,854,337	2,358,715	79,136
Disaster Recovery	-	425,241	425,241	-	(425,241)
Measure E	-	-	-	15,000	15,000
<b>Total</b>	<b>1,952,850</b>	<b>2,704,819</b>	<b>2,279,578</b>	<b>2,373,715</b>	<b>(331,104)</b>

**Note:** During FY24 there was a one-time reallocation of Compensation costs from the General Fund to the Disaster Recover Fund utilizing American Rescue Plan Act funding.

**Note:** The FY25 Measure E budget relates to survey costs and is part of the ‘Homelessness’ Community Priority Budget.

**Public Affairs**

**Division Services**

The Public Affairs Division provides timely, accurate and relevant news and information to residents and businesses, prospective job creators, community groups, key policy decision makers, and the media. This division is responsible for designing, developing and maintaining the City’s public information platforms including the bimonthly citywide newsletter, website and social media accounts. Division staff facilitate media relations, advertising, marketing, graphic design, video and web design, public and community relations programs that support all City departments and programs. Additionally, this division organizes the City’s street banner programs, event advertising signage program, special events and festivals, groundbreaking, and grand openings for City projects as well as administers the Event Sponsorship Grant Program.

**Vision**

A well-informed and connected community.

**Mission**

To help communicate the City’s message and provide residents and visitors with experiences that celebrate our community.

**Goals**

- Create local and regional awareness for Elk Grove news, events, and accomplishments.
- Provide effective multimedia services to City departments for the communication of their messages.
- Offer and support events and experiences that are inclusive to all.

**Budget Initiatives**

The FY 2025 budget includes funding to support communications and events-related initiatives, including the addition of a new specialist-level position to expand the division’s content creation and social media presence. Funding will continue to support the development of print, digital, and social media platforms and bring the production of the bimonthly print newsletter completely in-house. This funding cycle will also include initial work to develop a campaign and materials to support the observance of the City’s 25th anniversary of incorporation. Please see the Events and Measure E sections of the Budget for more details.

**Budget Summary**

Expenditures By Category	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
Compensation	826,907	960,570	960,570	1,094,636	134,066
Operating Expenses	432,322	559,004	479,863	557,578	(1,427)
Internal Services	122,732	147,466	147,466	174,249	26,783
Capital Outlay	6,831	82,700	67,500	6,500	(76,200)
Transfers	11,700	16,469	16,469	16,297	(172)
<b>Total</b>	<b>1,400,492</b>	<b>1,766,209</b>	<b>1,671,868</b>	<b>1,849,260</b>	<b>83,051</b>
<b>Expenditures By Resource</b>					
General Fund	1,400,492	1,696,209	1,601,868	1,779,260	83,050
Measure E	-	70,000	70,000	70,000	-
<b>Total</b>	<b>1,400,492</b>	<b>1,766,209</b>	<b>1,671,868</b>	<b>1,849,260</b>	<b>83,051</b>

**Note:** Increase in the Public Affairs FY25 Compensation budget is due to a new position being added that will support the work of the media and communications team.

**Note:** There was a one-time purchase in FY24 of a new vehicle to support work of video and Events Team.

## Economic Development

### Division Services

The Office of Economic Development provides critical services to new and expanding businesses throughout the city including the following key activities: assist current and prospective businesses, large and small, with their expansion and attraction needs; identify and recruit prospective new businesses to the city; assist the developer, brokerage, and tenant communities with high impact development projects; assist businesses with their hiring needs and residents seeking to secure improved employment opportunities; engaging local, regional and statewide economic development organizations on business development projects; marketing the city as an exceptional business and visitor location; and providing entitlement and permit expediting services for high impact projects. The Office administers the City's Economic Development Incentive and Financing Programs, Business Retention and Expansion Programs, Business Recruitment Programs, Small Business Support Programs, Startup Support Programs, Workforce Development Program, and Tourism and Visitation Programs, among others.

### Vision

An innovative, inclusive, resilient economy.

### Mission

Cultivate economic opportunity for businesses and residents through the implementation of projects and programs that sustain and grow the economy.

### Goals

- Companies locate, stay, and grow here.
- Thriving business districts with a sense of place.
- Residents live and work in the city.
- An expanding economy.



## Budget Initiatives

The FY 2025 Economic Development General Fund operating budget includes funding to continue key programs and services including attendance and representation at tradeshow and conferences, marketing and communications, sponsorships and advertising, and professional services supporting key projects and programs. Economic incentive Funds 105 and 108 include funding to continue offering the Permit Assistance Smart Start (PASS) Incentive Program, the Startup Elk Grove Incentive Program, and general business attraction incentives. The Measure E budget includes funding for on-going projects and programs initiated in FY 2024 as well as two new projects. The Automall: NEXT project is a masterplan effort detailing modifications and enhancements to the Elk Grove Auto Mall designed to improve the customer experience, increase sales, and position the Auto Mall for success over the next 25 years. Funds for Business District Marketing will fund continuing and enhanced marketing of key commercial districts in the city. Please see the Measure E Budget section for more details.

## Budget Summary

Expenditures By Category	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
Compensation	429,926	673,768	668,768	745,080	71,312
Operating Expenses	8,216,725	4,150,815	705,254	4,281,910	131,095
Internal Services	64,017	55,283	55,283	96,709	41,426
Capital Outlay	-	8,835	8,835	-	(8,835)
Transfers	6,889	9,698	9,698	9,596	(102)
<b>Total</b>	<b>8,717,557</b>	<b>4,898,399</b>	<b>1,447,838</b>	<b>5,133,295</b>	<b>234,896</b>
<b>Expenditures By Resource</b>					
General Fund	827,885	1,247,348	1,151,184	1,403,294	155,946
General Fund Economic Incentives	7,644,673	661,654	106,654	555,000	(106,654)
Disaster Recovery	245,000	1,714,397	-	-	(1,714,397)
Measure E	-	1,275,000	190,000	3,175,000	1,900,000
<b>Total</b>	<b>8,717,558</b>	<b>4,898,399</b>	<b>1,447,838</b>	<b>5,133,294</b>	<b>234,895</b>

**Note:** FY 2025 Operating Expenses are anticipated to be higher due to increased activity relative to Measure E and American Rescue Plan Act Funding.

**Note:** Although staff anticipates spending all of the \$1.7 million in American Rescue Plan Act disaster recovery funding in FY 2024, some may roll into FY 2025.

## Strategic Planning and Innovation

### Division Services

The Office of Strategic Planning and Innovation focuses on the City's long-term future and high priority strategic objectives to support a vibrant, inclusive, equitable, attractive, and sustainable community. The Office provides leadership to explore innovative solutions and assist diverse teams to embrace new ideas and bring greater efficiency to the City. The Office provides policy support for the City Manager, City Council, and the broader organization on a variety of topics including land use, sustainability, resiliency, economic development, transportation, technology, and other related policy topics. The Office also collaborates with outside agencies and regional and national organizations to accomplish these objectives.

### Vision

A Future Ready City.

### Mission

Collaborate and engage with residents, businesses, and colleagues on strategies and projects that foster innovation and plan for a brighter future.

### Goals

- Other departments have a resource for their innovation work.
- Community vision and principles are advanced through long-term projects and planning.
- All users have safe and efficient mobility options.
- A community that is sustainable and resilient to change.

### Budget Initiatives

The FY 2025 budget includes funds for updating the City's Climate Action Plan, preparation of zoning regulations for the Livable Employment Area Community Plan, and a Vision Zero Plan. Additional funding is provided for continuing the City's Always Improving Mindset (AIM) Academy, which helps to train staff on way to identify and address waste in processes. Grant and local funding is also provided for the update to the Light Rail Master Plan.

**Budget Summary**

	FY 2023	FY 2024	FY 2024	FY 2025	Change from
Expenditures by Category	Actual	Amended Budget	Estimate	Budget	FY 2024 to FY 2025 Budget
Compensation	767,203	751,739	813,939	688,816	(62,923)
Operating Expenses	890,594	2,653,380	2,616,818	1,042,700	(1,610,680)
Internal Services	52,243	63,451	63,451	95,104	31,653
Transfers	3,564	5,016	5,016	4,963	(53)
<b>Total</b>	<b>1,713,604</b>	<b>3,473,586</b>	<b>3,499,224</b>	<b>1,831,583</b>	<b>(1,642,003)</b>
<b>Expenditures By Division</b>					
Strategic Planning & Innovation	1,600,324	2,543,579	2,569,218	1,366,583	(1,176,996)
Strategic Planning Grants	113,280	930,007	930,007	465,000	(465,007)
<b>Total</b>	<b>1,713,604</b>	<b>3,473,586</b>	<b>3,499,224</b>	<b>1,831,583</b>	<b>(1,642,003)</b>
<b>Expenditures By Resource</b>					
General Fund	1,330,297	1,839,410	1,881,548	942,047	(897,363)
Gas Tax	38,183	593,259	580,759	287,518	(305,741)
Measure A	37,883	40,759	40,759	42,518	1,759
Transit Operations	77,716	103,307	99,307	119,501	16,194
Disaster Recovery	117,560	55,755	55,755	-	(55,755)
Strategic Plan Grants	111,964	841,096	841,096	440,000	(401,096)
<b>Total</b>	<b>1,713,604</b>	<b>3,473,586</b>	<b>3,499,224</b>	<b>1,831,583</b>	<b>(1,642,003)</b>

**Note:** The operating expense variances between FY 2024 and FY 2025 are due to the unanticipated timing of one-time activity associated with Strategic Planning special projects. The majority of these special project expenses are eligible to roll into the following fiscal year.

**Risk Management**

**Division Services**

Risk Management is committed to effectively negotiating and maintaining all City insurance coverages, handling general liability claims, managing requirements and compliance of insurance in contracts, recovering funds lost due to damage to City property, developing and promoting effective Risk Management, coordinating the City's compliance with the Americans with Disabilities Act (ADA), administering the City's safety and health programs, and negotiating and managing contracts with risk services providers.

**Vision**

A Risk-Balanced City.

**Mission**

Collaborate and engage with City staff on strategies and programs that mitigate risk exposure and reduce the cost of risk.

**Goals**

- City staff properly trained in appropriate safety topics.
- Each City contract reviewed for proper risk transfer.

**Budget Initiatives**

The FY 2025 budget anticipates that some of the City’s insurance premiums will increase significantly, based on our coverage providers’ March 2024 estimates at the high end of the estimate range. The primary general liability premium, for \$25 million in coverage, will increase as much as \$466,485. Excess liability, for an additional \$25 million in coverage, will increase by as much as \$57,791. This is due to the liability market’s continued environment of increasing settlements and judgments. The property program will increase as much as \$150,012 from increased payouts due to continuing catastrophes including wildfires, hurricanes, and floods.

**Budget Summary**

Expenditures By Category	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
Compensation	162,466	168,048	165,786	205,206	37,158
Operating Expenses	2,864,646	9,189,936	8,539,448	4,019,169	(5,170,767)
Internal Services	11,597	13,794	13,794	15,096	1,302
Transfers	213,325	267,592	267,592	347,900	80,308
<b>Total</b>	<b>3,252,034</b>	<b>9,639,370</b>	<b>8,986,620</b>	<b>4,587,371</b>	<b>(5,051,999)</b>
<b>Expenditures By Resource</b>					
Self Insurance	3,252,034	9,639,370	8,986,620	4,587,371	(5,051,999)
<b>Total</b>	<b>3,252,034</b>	<b>9,639,370</b>	<b>8,986,620</b>	<b>4,587,371</b>	<b>(5,051,999)</b>

**Note:** The FY24 Amended Budget contains a provision for a settlement relative to The Oak Rose Project of about \$5M. The exact timing of the completion of the settlement is not presently known and the funds may roll into FY25.

## District56

### Division Services

The District56 Division provides opportunities for recreational and leisure activities for the community through its facilities, programming, and partnerships at the District56 campus and Old Town Plaza. District56 includes the Aquatics Center, the Avenue of the Arts, Veterans Grove, The Center and the Preserve Nature Area. The campus also includes public art, and the division serves as the staff liaison to the Elk Grove Arts Commission. District56 staff manage agreements with the Senior Center of Elk Grove, which leases a portion of the Center, along with the American Legion Elk Grove Post 233, Elk Grove Veterans of Foreign Wars Post 2073, Marine Corps League Elk Grove Detachment 1238, and American Legion Post 55 for the use of the Veterans Hall. In addition, District56 staff administers the agreements with Café Elk Grove, who run the Café at the Center, as well as two non-profit swim teams and the Elk Grove Unified School District for use of the Aquatics Center. Additional programs may be added in the future as the new facilities are opened at District56, consistent with the adopted Master Plan. Old Town Plaza is located in Old Town Elk Grove and includes a 9,000 sq. ft. pavilion to host shaded outdoor events.

### Vision

A safe and inviting place for the community to gather.

### Mission

Offer exemplary customer service in a modern and welcoming environment with inclusive amenities and resources.

### Goals

- Attract members of the community by hosting public events.
- Keep rental pricing competitive to make it an affordable option for private event rentals.
- Provide resources to better serve the community.

### Budget Initiatives

The FY 2025 budget represents an operational baseline for the District56 Campus after a full year of operations post-COVID. It incorporates actual expenditures for the District56 facilities with all programs returned to normal operations with full staffing and no restrictions. Expenditures are mitigated by revenue generation from the rental of the Aquatics Center and Community Center as well as implementation of the solar array to offset electrical costs. As the facility ages, increased maintenance costs will be needed for repairs and equipment replacement. Part time staffing costs for Community Center Attendants as well as Cosumnes Community Services District personnel at the Aquatics Center continue to increase due to increases in the minimum wage and paid sick leave benefits. Staff are implementing increased marketing to promote the facility and reviewing costs on a regular basis to ensure operations are efficient.

**Budget Summary**

Expenditures By Category	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
Compensation	457,584	462,084	461,473	519,780	57,696
Operating Expenses	2,226,640	2,326,900	2,253,900	2,324,666	(2,234)
Capital Outlay	43,638	14,000	13,952	-	(14,000)
<b>Total</b>	<b>2,727,862</b>	<b>2,802,984</b>	<b>2,729,325</b>	<b>2,844,446</b>	<b>41,462</b>
<b>Expenditures By Division</b>					
Aquatic Center	1,328,936	1,116,130	1,109,000	1,244,366	128,236
Civic Center Park Admin	362,222	369,534	364,510	415,688	46,154
Commons	289,857	405,260	412,760	386,300	(18,960)
Community Center	379,694	431,690	434,603	443,892	12,202
D56 Nature Area	367,154	480,370	408,452	354,200	(126,170)
<b>Total</b>	<b>2,727,862</b>	<b>2,802,984</b>	<b>2,729,325</b>	<b>2,844,446</b>	<b>41,462</b>
<b>Expenditures By Resource</b>					
Measure E	-	-	-	20,000	20,000
Community Facilities District	2,727,862	2,802,984	2,729,325	2,824,446	21,462
<b>Total</b>	<b>2,727,862</b>	<b>2,802,984</b>	<b>2,729,325</b>	<b>2,844,446</b>	<b>41,462</b>

**Note:** The reduction in the nature is relative to anticipated reductions in landscaping and pond maintenance costs for the Nature Area.

**FY 2024-25 WORK PLAN SUPPORTING CITY COUNCIL GOALS**

**A vibrant community and sustainable economy with diverse businesses and amenities**

City Manager's Office

- Promote the District56 Campus to host events and programs with regional, statewide, and western United States appeal.
- Facilitate the development of a variety of housing options catering to people from different income groups and lifestyles. These options include permanent supportive housing, transitional housing, single-family homes, estates, multi-family buildings, condominiums, and townhouses.
- Continue to foster strong relationships with regional partners, especially those involved in economic development.

Public Affairs

- Develop unique events and experiences to mark the city's 25<sup>th</sup> anniversary of incorporation.
- Introduce a new customer service survey to evaluate city events.

Economic Development

- Provide on-going business support and assistance services to maximize business retention, expansion, and attraction outcomes.
- Manage key programs, including:
  - Façade Improvement Through Exceptional Design Incentive Program (FIX'D)

- Brewery Restaurant and Winery Incentive Program (BReW)
- Workforce Readiness Certification Program (WORC)
- Development Impact Fee Deferral Program
- Startup Elk Grove Incentive Program
- Third Annual Pitch Elk Grove
- Conference and Event Grant Program
- Permit Assistance Smart Start Incentive Program (PASS)
- Elk Grove Tourism and Marketing District
- Manage key projects, including:
  - Project Elevate – development of a new mixed-use neighborhood and related infrastructure on City-owned property adjacent to District56.
  - The Elk Grove Innovation Center (formerly Tech Hub) – development of a place for technology startups to launch and scale.
  - Grant Line Business Park – continued development of a new 400-acre business park and related infrastructure.
  - Railroad Street Redevelopment – completion of a new urban neighborhood in Historic Downtown.
- Design and launch new programs and projects, including:
  - Startup Mainstreet Incentive Program, supporting traditional small businesses and entrepreneurs.
  - Automall: NEXT, a masterplan detailing modifications and enhancements to the Elk Grove Auto Mall.

#### Strategic Planning and Innovation

- Further work on the comprehensive update to the Old Town Special Planning Area.
- Complete amendments to the City’s zoning regulations that implement the Livable Employment Area Community Plan
- Support Development Services in processing major development projects.

#### District56

- Recruit regional swim meets held at the Elk Grove Aquatics Center to generate revenue for the facility and attract visitors to the area.
- Market the Center and Avenue of the Arts as a rentable event venue.
- Continue to invest in public art through the percent for the Arts Program and complete the artwork at Old Town Plaza and Elk Grove Library.

### **A safe and resilient community**

#### Strategic Planning and Innovation

- Complete the comprehensive update to the City’s Climate Action Plan
- Initiate work on a Vision Zero Plan
- Launch the e-bike lending library and e-bike rebate program.

#### District56

- Partner with City Departments, Cosumnes Community Services District, Explore Elk Grove, and other organizations to host events at District56.
- Provide safe recreational options and open space for people to enjoy.

## **A high performing and financially stable City government**

### City Manager's Office

- Identify, create, and implement enhanced services and programs related to Measure E funding to meet the needs of the community.
- Continue to prioritize and implement the principles of Diversity, Equity, and Inclusion throughout the City and community.
- Partner with other agencies (Cosumnes Community Services District, Sacramento County, and other cities within the Sacramento region) to share constrained resources and restructure operations when opportunities arise.
- Have regular meetings with elected representatives and staff from the Cosumnes Community Services District, Elk Grove Unified School District, and Sacramento County, as well as participate in regional meetings and events.
- Continue to conduct satisfaction surveys with residents and employees on a bi-annual basis, as well as incorporate other surveys on topics as needed.

### Public Affairs

- Increase the number of podcast episodes released to 2 per month to expand the content available to listeners.
- Offer more video content on city social media platforms.

### Strategic Planning and Innovation

- Complete Cohorts 3 and 4 of the Always Improving Mindset (AIM) Academy for City staff and consider expansion to sister agencies.
- Further implement the City's Performance Indicator Program
- Further the City's Smart City programs
- Develop pilot programs, where appropriate, to test improved and innovative operations and services.

### District56

- Generate revenue through user fees to offset the use of taxpayer monies.
- Refine operations to ensure the District56 campus is operating efficiently.

### Risk Management

- Administer safety and loss control programs to reduce the frequency and severity of worker's compensation claims.
- Maintain policies and procedures that reduce on-the-job injuries.
- Seek recovery from those causing damage to City property through third-party subrogation.

## **A city with infrastructure that meets its current and future needs**

### Strategic Planning and Innovation

- Undertake a feasibility study for implementation of a City-wide broadband system.
- Undertake an update to the Light Rail Master Plan and further efforts to program for the extension in regional planning and financing programs.
- Support efforts to improve and expand infrastructure and mobility in and around the City, including transportation, water, and sewer systems.



## FY 2023-24 ACCOMPLISHMENTS

### City Manager's Office

- Created and launched Elk Grove 101, a new educational program to educate residents about City government.
- Revamped the Stars of Service Award (formerly the Mayor's Volunteer Awards) to be more inclusive and reflective of the community.
- Hosted the 9<sup>th</sup> annual Civic Summer program with the Elk Grove Unified School District and hosted 50 high schoolers to learn about local government.
- Continued to hold community outreach meetings with residents regarding early planning and design phases of the potential zoo.
- Worked with legislative representatives and City advocates to secure \$3.2 million in funding for major city projects and initiatives which included \$2.2 million at the federal level and \$1 million at the state level.
- Provided a comprehensive report to the City Council related to the City's Diversity, Equity, and Inclusion efforts for calendar year 2023. Improved the citywide staff diversity ratio (by ethnicity) from 39% to 43%, which is a record high, and continued important DEI-related staff training.

### Public Affairs

- Processed 579 internal requests for graphics, website, and video services.
- Developed a new Main Street marketing campaign in conjunction with Explore Elk Grove and the Economic Development Department promoting attractions in the City's historic district.
- Launched a new Measure E-funded marketing campaign that supports the city's anti-litter and sustainability efforts.
- Introduced 10 new community events through the Fridays in the Grove event series.
- Facilitated online experiences for 560,791 website visitors.
- Recorded and released 12 podcast episodes with nearly 1,500 downloads.
- Shared 619 social media posts that generated more than 2.7 million impressions to 113,236 followers across five social media platforms.
- Released six bimonthly print newsletters directly mailed to 64,005 Elk Grove homes and businesses and distributed weekly email newsletters for more than 1,800 subscribers.
- Hosted 82 City-produced and partner events that attracted an estimated 136,000 guests.
- Activated booth space at 67 events to promote city projects, programs, and services.
- Facilitated event sponsorship grants supporting 39 community events that attracted an estimated attendance of more than 73,000 guests.

### Economic Development

- Identified a new development partner for Project Elevate and commenced pre-development activities.
- Facilitated completion of construction and opening of Kubota's new Western Distribution Center.
- Produced the second annual Pitch Elk Grove, the City's signature economic development event.
- Upgraded and enhanced marketing and communications efforts.
- Launched the Historic Mainstreet marketing campaign.
- Refreshed and relaunched the Support Local Elk Grove marketing campaign.
- Created new key programs, including:
  - Façade Improvement Through Exceptional Design Incentive Program (FIX'D)
  - Brewery Restaurant and Winery Incentive Program (BReW)
  - Conference and Event Grant Program
- Expanded the Workforce Readiness Certification Program (WORC).
- Modified and extended the City's Tourism Management District and increased the assessment rate from 3% to 4%.

### Strategic Planning and Innovation

- Completed planning and environmental review for the New Zoo at Elk Grove Project
- Completed updates to the General Plan and adoption of the Livable Employment Area Community Plan, implementing the Kammerer Road Urban Design Strategy
- Implemented the City's Always Improving Mindset (AIM) Academy
- Supported Development Services in processing major development projects.
- Initiated the 2024/2025 comprehensive update to the Climate Action Plan
- Furthered the update to the City's Performance Indicator Program
- Secured grant funding for updating the City's Light Rail Master Plan
- Secured funding for both an e-bike lending library and a future rebate program for residents to purchase e-bikes.

### Risk Management

- Increased Self-Insured Retention for General Liability resulting in premium savings of approximately \$335,000.
- Recovered \$150,770 for damage to City property as of March 2024.
- Provided 44 on-site flu vaccinations for City staff.
- Revised and updated Cal/OSHA-mandated safety policies and procedures.
- Assigned 904 training modules as of March 2024.
- Assigned and tracked training for 85 new employees.

### District56

- Successfully partnered with the Public Affairs Division to host the Multicultural Festival and Illumination Festival at the District56 Campus, bringing thousands of people to the facility.
- Partnered with Public Affairs to host "Fridays in the Grove" series, including movies in the Veterans Grove and Wag n' Walk in the Preserve.
- Worked with City Departments, including the Police Department and Public Works, to host community events, including Big Truck Day and Trunk or Treat.
- Completed repainting of the Center Main Hall, hallways, and Veterans Hall to keep the facility looking pristine.
- Installed additional outlets throughout the Center to improve access.
- Veterans Hall mural installed to recognize the Armed Forces and Veteran Service Organizations based at the facility.
- Served as a voting center for the 2024 Elections and a tax preparation site for the AARP Tax-Aide program.
- Hosted several large swim meets at the Aquatics Center, including the California Interscholastic Federation Sac-Joaquin Section Championship, Delta League Championship, Bill Rose Classic, and Comstock Championship.
- Installed five additional wireless access points at the Aquatics Center to improve WiFi connectivity.
- Electrical outlets were added to the lower pool deck to allow for better electrical access.
- Created a message board system at the Nature Preserve for better communication with the public.
- Increased Aquatic Center and Center user fees to increase revenue and lessen the taxpayer burden to operate the facility.
- Art Commission hosted the Blues Revue and Copa Club community events.
- The Commission helped to finalize the Art Plan for the Zoo project including approving the budget, locations for the initial pieces, and the selection process.
- Oasis Park public art was completed in July 2023.

# CITY ATTORNEY

**Note: The City is in the process of completing a Classification study that is anticipated to be completed prior to the adoption of the Fiscal Year 2024-25 Budget. Organizational Charts and Position Control Listings will be included as part of the Adoption Process of the Annual Budget for City Council consideration.**

# CITY ATTORNEY

## DEPARTMENT SERVICES

The City Attorney's Office reviews, evaluates, and provides legal advice and representation to the City. The City Attorney's Office represents the City, as an entity, and as embodied through the highest authorized legislative body, officer, or employee overseeing a particular assignment. The City Attorney and members of the City Attorney's Office work closely with individual City officials, managers, and staff on a regular basis, and the City Attorney is ultimately accountable to the City Council as a whole.

## MISSION

The mission of the City Attorney's Office is to provide timely, relevant, and high-quality legal advice and guidance to the City's elected and appointed officials, as well as City staff, and to represent the City in court and other proceedings in either prosecuting or defending the City's legal position.

## BUDGET INITIATIVES

The FY 2025 Budget includes the addition of one part-time Administrative Assistant to aid in the administrative work of the City Attorney's Office. This addition is appropriate given the growth and increasing workload of the City Attorney's Office, which is driven, at least in part, by the growth of the City generally.

## BUDGET SUMMARY

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Expenditures by Category</b>					
Compensation	1,571,812	1,802,746	1,802,746	2,071,601	268,855
Operating Expenses	60,254	161,765	161,765	152,584	(9,181)
Internal Services	167,623	173,135	173,135	218,954	45,819
Transfers	18,842	26,522	26,522	26,244	(278)
<b>Total</b>	<b>1,818,530</b>	<b>2,164,168</b>	<b>2,164,168</b>	<b>2,469,384</b>	<b>305,216</b>
<b>Expenditures By Resource</b>					
General Fund	1,818,530	2,164,168	2,164,168	2,469,384	305,216
<b>Total</b>	<b>1,818,530</b>	<b>2,164,168</b>	<b>2,164,168</b>	<b>2,469,384</b>	<b>305,216</b>

**Note:** The increase to the FY25 Compensation budget reflects the first full year of costs for the Senior Deputy City Attorney, plus costs associated with a new Part Time Administrative Assistant.

## FY 2024-25 WORK PLAN SUPPORTING CITY COUNCIL GOALS

### **A vibrant community and sustainable economy with diverse businesses and amenities**

- Provide legal guidance to implement the City Council's policy direction to grow the economy and diversity of the City.

### **A safe and resilient community**

- Provide legal support to the City's Police Department and Code Enforcement Division in the accomplishment of their law enforcement and administrative duties.
- Recommend amendments to the City's Municipal Code, as needed and appropriate, to help ensure a high quality of life for the City's residents.

### **A high performing organization**

- Provide timely and accurate legal services to the City officials and personnel in an efficient and cost-effective manner, including identifying and managing legal benefits and risks to serve the interests of the City.

### **A city with infrastructure that meets its current and future needs**

- Assist the City's Development Services and Public Works Departments to ensure that appropriate improvement obligations are attached to development projects and that necessary public projects and amenities proceed in a timely and efficient fashion.

## FY 2023-24 ACCOMPLISHMENTS

- Provided legal support to major City projects, including the proposed Zoo, Old Town Streetscape, Kammerer Road, and the Kubota project.
- Collected thousands of dollars for the City through enforcement actions, settlement, and other legal action.
- Conducted multiple internal and external trainings, such as AB1234 Ethics Training, Code Enforcement Process Training, and Public 101 training for the Public Law Section of the State Bar.
- Streamlined the legal services request process to an electronic format.

# CITY CLERK

**Note: The City is in the process of completing a Classification study that is anticipated to be completed prior to the adoption of the Fiscal Year 2024-25 Budget. Organizational Charts and Position Control Listings will be included as part of the Adoption Process of the Annual Budget for City Council consideration.**

# CITY CLERK

## DEPARTMENT SERVICES

### Administration

The City Clerk, appointed by and under the direction of the City Council, serves as the Clerk to the City Council and Secretary to the Finance and Parking Authorities. It is the responsibility of the City Clerk to provide support to the legislative body, as well as to respond and implement processes responsive to the Brown Act, the Public Records Act, the Political Reform Act, Election laws, and various other statutes. The City Clerk is the filing officer and official for Statements of Economic Interests and Campaign Disclosure Statements. The City Clerk is the custodian of the City Seal and attests and acknowledges official City documents as required.

### Operations

The Office of the City Clerk is responsible for agenda preparation and posting, as well as coordinating the distribution of agenda materials to the City Council, senior executives, and the public. Public notice is achieved as mandated by various statutes through posting, publication, and mailing processes. The Office of the City Clerk receives for tracking and processing to other departments subpoenas, motions, claims against the City, capital improvement bids, consultant service proposals, contracts, as well as appeals to decisions of the Planning Commission and administrative appeals of the agency.

### Records

The Office of the City Clerk is the repository for the legislative records of the City Council, as well as contracts and a variety of other recorded documents. Records Division staff receives and processes for review and release, public requests for records under the Public Records Act. The Records Division staff is also responsible for securing records in an optical imaging system for citywide staff access and making records available utilizing the City's website.

### Elections

The City Clerk is responsible for administering General Municipal Elections, as well as any Special Elections that may be called, in addition to annexation elections to Assessment Districts and Community Facility Districts.

## VISION

Assist others to actively engage and participate in local governance.

## MISSION

Serve with courtesy, promptness, and integrity – the public, City Council, and City staff, in an unbiased and informative manner.

## GOALS

- Ensure the City’s legislative processes are open and public by providing a link between citizens and government through the dissemination of information.
- Accurately record and preserve Elk Grove’s legislative history, safeguarding vital, historic, and permanent records of the City.
- Implement processes responsive to the Brown Act, the Public Records Act, the Political Reform Act, Election laws, and various other statutes.
- Ensure safe and secure electoral processes.

## BUDGET SUMMARY

<b>Expenditures by Category</b>	<b>FY 2023 Actual</b>	<b>FY 2024 Amended Budget</b>	<b>FY 2024 Estimate</b>	<b>FY 2025 Budget</b>	<b>Change from FY 2024 to FY 2025 Budget</b>
Compensation	542,433	589,450	589,750	600,758	11,308
Operating Expenses	351,192	132,800	132,126	597,500	464,700
Internal Services	81,510	89,955	89,955	106,378	16,423
Capital Outlay	30,185	15,000	15,000	20,000	5,000
Transfers	14,655	20,628	20,628	20,412	(216)
<b>Total</b>	<b>1,019,976</b>	<b>847,833</b>	<b>847,459</b>	<b>1,345,047</b>	<b>497,214</b>
<b>Expenditures By Resource</b>					
General Fund	1,019,976	847,833	847,459	1,345,047	497,214
<b>Total</b>	<b>1,019,976</b>	<b>847,833</b>	<b>847,459</b>	<b>1,345,047</b>	<b>497,214</b>

**Note:** Operating Expenses fluctuate annually in accordance with the biennial election cycle. FY 2025 is an election year accounting for the increase in anticipated operating expenses. FY 2024 was a non-election year.



## FY 2024-25 WORK PLAN SUPPORTING CITY COUNCIL GOALS

### A high performing and financially stable City government

#### Prepare for the November 5, 2024, General Municipal Election (Directly Elected Mayor and Council Member Residency Districts 1 and 3)

- Coordinate outreach materials to inform voters on opportunities to register to vote, and informational sessions on the Voter's Choice Act.
- Prepare and maintain an informational webpage throughout the 2024 Election process.
- Issue and receive nomination papers from candidates for the office of the Directly Elected Mayor and candidates residing in Council Member Residency Districts 1 and 3;
- Prepare all necessary publications and notices related to the election and Fair Political Practices Commission filing obligations.
- Coordinate with Sacramento County to provide for a ballot drop-off location and a vote center for the November 5, 2024, General Municipal Election.

#### Information Accessibility through the Digital Records Initiative

- Implementation of electronic form tracking and office operation workflow tracking of information distribution and routing.
- Assist departments with the consolidation of electronic imaging and data migrations.
- Integrate Record Management System to post information through the City website.
- Explore digital agenda management software to compile and post agenda materials.
- Explore contract management software to replace legacy systems.

## FY 2023-24 ACCOMPLISHMENTS

#### Development / Expansion of Records Management Program

Continued annual City record retention review and authorized destruction of over 14 linear feet of records maintained by the Office of the City Clerk during Fiscal Year 2023-24.

#### Information Accessibility through the Digital Records Initiative

Continued operation of a fully updated online, mobile-friendly, text-searchable, and downloadable version of the Elk Grove Municipal Code on the City website.

- Migration of the prior legacy record system of the Office of the City Clerk to the current electronic record management system.
- Added 24 City Council meetings and other video webcasts and corresponding sets of Closed Caption transcription notes to the City website.

- Posted Fair Political Practices Commission (FPPC) filings to the City website (28 Campaign Disclosure Statements and 156 Statements of Economic Interest covering 2023-24).
- Posted and maintained the FPPC Forms 802, 803, and 806 on the City website.

# FINANCE

**Note: The City is in the process of completing a Classification study that is anticipated to be completed prior to the adoption of the Fiscal Year 2024-25 Budget. Organizational Charts and Position Control Listings will be included as part of the Adoption Process of the Annual Budget for City Council consideration.**

# FINANCE

## DEPARTMENT SERVICES

The Finance department provides collaborative and strategic leadership in the financial management of the public resources entrusted to the City to enhance the quality of life in Elk Grove.

## BUDGET SUMMARY

Expenditures By Category	FY 2024 Actuals	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change From FY 2024 to FY 2025
Compensation	2,910,690	4,301,481	3,370,016	3,716,311	(585,171)
Operating Expenses	4,672,032	12,556,356	8,030,759	10,834,496	(1,721,860)
Capital Outlay					-
Internal Services	484,648	457,928	457,928	568,605	110,677
Transfers	34,194	41,027	41,027	42,664	1,637
<b>Total</b>	<b>8,101,563</b>	<b>17,356,793</b>	<b>11,899,730</b>	<b>15,162,076</b>	<b>(2,194,717)</b>
<b>Expenditures By Division</b>					
Finance Management	1,024,492	837,823	697,293	738,316	(99,507)
Budget	633,481	904,338	827,762	873,641	(30,696)
Accounting	1,263,479	1,890,671	1,564,885	1,634,463	(256,208)
Finance Planning	4,257,048	12,238,049	7,753,479	10,541,554	(1,696,495)
Purchasing	495,278	722,731	435,853	677,505	(45,227)
Cashiering	427,786	763,181	620,459	696,597	(66,584)
<b>Total</b>	<b>8,101,563</b>	<b>17,356,793</b>	<b>11,899,730</b>	<b>15,162,076</b>	<b>(2,194,717)</b>
<b>Expenditures By Resource</b>					
General Fund	3,862,854	4,431,014	3,554,602	4,817,002	385,988
Assessment Districts	27,415	111,174	67,673	133,708	22,534
Development Impact Fees	265,019	2,383,535	347,635	2,699,182	315,647
Development Impact Fees- (Capital Facilities Fee)	8,153	37,988	14,305	89,672	51,684
Community Facilities Districts	3,873,326	9,462,826	7,162,649	7,399,210	(2,063,616)
Disaster Recovery	-	875,594	745,906	-	(875,594)
Recycling & Waste	63,192	12,101	1,200	5,200	(6,901)
Drainage	1,604	42,561	5,761	18,103	(24,458)
<b>Total</b>	<b>8,101,563</b>	<b>17,356,793</b>	<b>11,899,730</b>	<b>15,162,076</b>	<b>(2,194,717)</b>

**Note:** Budget variances are explained in the individual Division sections.

## Finance Management and Administration

### Division Services

The Finance Management and Administration division supports the City Council, executive management, and other departments with financial management and treasury administration. It also oversees the department’s budget operations, accounting, financial planning, purchasing, and cashing. This division also monitors cash flow, investments and banking functions, and the internal audit function.

### Budget Summary

Expenditures by Category	FY 2023 Actuals	FY 2024 RB Budget	FY 2024 YE Est	FY 2025 DR Budget	Change From FY 2024 to FY 2025
Compensation	558,140	531,409	405,579	434,823	(96,586)
Operating Expenses	391,657	249,075	234,375	237,840	(11,235)
Internal Services	69,647	50,233	50,233	58,622	8,389
Transfers	5,048	7,106	7,106	7,031	(75)
<b>Total</b>	<b>1,024,492</b>	<b>837,823</b>	<b>697,293</b>	<b>738,316</b>	<b>(99,507)</b>
<b>Expenditures By Resource</b>					
General Fund	1,024,492	719,993	579,463	738,316	18,323
Disaster Recovery	-	117,830	117,830	-	(117,830)
<b>Total</b>	<b>1,024,492</b>	<b>837,823</b>	<b>697,293</b>	<b>738,316</b>	<b>(99,507)</b>

**Note:** During FY24 there was a one-time reallocation of Compensation costs from the General Fund to the Disaster Recover Fund utilizing American Rescue Plan Act funding.

## Budget

### Division Services

The Budget division prepares, delivers, and monitors the annual budget and associated multi-year fiscal plan. This division is accountable for developing and executing the Annual Budget publication and assisting with developing the five-year Capital Improvement Program publication. The responsibility includes developing and analyzing financial forecasts to ensure the sustainability of current and future operations. The Budget division identifies opportunities for improved efficiency and efficacy in budget and long-term financial planning processes. This division often takes the lead in coordinating, planning, and implementing new funding sources such as new taxes, fees, and grants. The Budget division also provides strategic and financial planning assistance in implementing organizational changes.

## Vision

Provide financial services with integrity and professionalism.

## Mission

Provide timely, accurate and transparent financial services and reporting that affects a broad range of stakeholders.

## Goals

- Deliver the City's annual budget by the start of the fiscal year.
- Foster and encourage goal-oriented training & development for budget staff.
- Act as stewards of fiscal resources and demonstrate excellence in fiscal responsibility & management.

## Budget Summary

Expenditures by Category	FY 2023 Actuals	FY 2024 RB Budget	FY 2024 YE Est	FY 2025 DR Budget	Change From FY 2024 to FY 2025
Compensation	453,529	665,163	588,837	622,581	(42,582)
Operating Expenses	95,622	145,172	144,922	151,140	5,968
Internal Services	79,297	86,918	86,918	92,909	5,991
Transfers	5,033	7,085	7,085	7,011	(74)
<b>Total</b>	<b>633,481</b>	<b>904,338</b>	<b>827,762</b>	<b>873,641</b>	<b>(30,696)</b>
<b>Expenditures By Resource</b>					
General Fund	633,481	761,205	684,629	873,641	112,436
Disaster Recovery	-	143,133	143,133	-	(143,133)
<b>Total</b>	<b>633,481</b>	<b>904,338</b>	<b>827,762</b>	<b>873,641</b>	<b>(30,696)</b>

**Note:** During FY24 there was a one-time reallocation of Compensation costs from the General Fund to the Disaster Recover Fund utilizing American Rescue Plan Act funding.

## Accounting

### Division Services

The Accounting division is responsible for payroll, accounts receivable, reconciliation of grant activity, liabilities, reserves, and the City's various bank account reconciliations. This division is also responsible for implementing Government Account Standard Board Statements and the City's financial reporting, including the Annual Comprehensive Financial Report. The Popular Annual Financial Reporting (annual financial report to the community that is a condensed Annual Comprehensive Financial Report), the State Controller Report, the Street and Road Report, and the City's Treasurer Report. This division is the main conduit of information and records to the City's independent auditors.

**Vision**

Provide financial services with integrity and professionalism.

**Mission**

Provide timely, accurate and transparent financial services and reporting that affects a broad range of stakeholders.

**Goals**

- Produce and publish an award-winning Annual Comprehensive Financial Report (ACFR) and Popular Annual Financial Report (PAFR) annually.
- Receive an unqualified opinion on the City's annual audit for the fiscal year beginning July 1st through June 30th.
- Coordinate the maintenance, valuation, and recording of the City's fixed assets inventory. This occurs year-round, and the final reports are produced in the ACFR.
- Maintain accurate records of all transactions.

**Budget Summary**

Expenditures by Category	FY 2023 Actuals	FY 2024 RB Budget	FY 2024 YE Est	FY 2025 DR Budget	Change From FY 2024 to FY 2025
Compensation	936,314	1,485,654	1,165,082	1,230,481	(255,173)
Operating Expenses	154,478	248,850	243,636	215,705	(33,145)
Internal Services	161,105	139,865	139,865	172,146	32,281
Transfers	11,581	16,302	16,302	16,131	(171)
<b>Total</b>	<b>1,263,479</b>	<b>1,890,671</b>	<b>1,564,885</b>	<b>1,634,463</b>	<b>(256,208)</b>
<b>Expenditures By Resource</b>					-
General Fund	1,263,479	1,558,549	1,232,763	1,634,463	75,914
Disaster Recovery	-	332,122	332,122	-	(332,122)
<b>Total</b>	<b>1,263,479</b>	<b>1,890,671</b>	<b>1,564,885</b>	<b>1,634,463</b>	<b>(256,208)</b>

**Note:** FY 2024 compensation increased mainly due to an Administrative Analyst II position relocation to the Accounting division from the Finance Management and Administration division.

**Note:** During FY24 there was a one-time reallocation of Compensation costs from the General Fund to the Disaster Recover Fund utilizing American Rescue Plan Act funding.

## Financial Planning

### Division Services

The Financial Planning division manages the City's Assessment and Community Facility Districts (capital and operating), capital improvement financial planning, development impact fee programs, acquisition and reimbursement agreements, new and outstanding debt, and related City programs. It also provides long-range cash flows and financial planning information for operational and capital funds, debt management, bond and special district disclosure compliance, capital project analysis, fee analysis, AB 1600 reports, nexus studies, and annexation studies. In addition, the long-range cash flows and financial planning information for capital funds the division produces are essential for developing the five-year Capital Improvement Program.

### Vision

Provide financial services with integrity and professionalism.

### Mission

Provide timely, accurate and transparent financial services and reporting that affects a broad range of stakeholders.

### Goals

- Timely processing of revenues and transactions.
- Ensure that City Community Facilities Districts (CFDs) and Assessment Districts provide adequate funding for facilities and services.
- Ensure that City Development Impact Fee Programs provide adequate funding for facilities and services.
- Collaborate on debt issuances and administer continuing disclosures and debt service.
- Collect on outstanding accounts receivable.
- Provide career training to staff.



## Budget Summary

Expenditures by Category	FY 2023 Actuals	FY 2024 RB Budget	FY 2024 YE Est	FY 2025 DR Budget	Change From FY 2024 to FY 2025
Compensation	267,089	385,349	361,055	360,314	(25,036)
Operating Expenses	3,999,111	11,809,088	7,346,854	10,105,419	(1,703,669)
Internal Services	40,213	43,480	43,480	71,685	28,205
Transfers	6,533	2,090	2,090	4,136	2,046
<b>Total</b>	<b>4,312,947</b>	<b>12,240,007</b>	<b>7,753,479</b>	<b>10,541,554</b>	<b>(1,698,453)</b>
<b>Expenditures By Resource</b>					
General Fund	74,238	162,780	127,214	196,479	33,699
Assessment Districts	27,415	111,174	67,673	133,708	22,534
Development Impact Fees	265,019	2,383,535	347,635	2,699,182	315,647
Development Impact Fees- (Capital Facilities Fee)	8,153	37,988	14,305	89,672	51,684
Community Facilities Districts	3,873,326	9,462,826	7,162,649	7,399,210	(2,063,616)
Disaster Recovery	-	27,042	27,042	-	(27,042)
Recycling & Waste	63,193	12,101	1,200	5,200	(6,901)
Drainage	1,604	42,561	5,761	18,103	(24,458)
<b>Total</b>	<b>4,312,947</b>	<b>12,240,007</b>	<b>7,753,479</b>	<b>10,541,554</b>	<b>(1,698,453)</b>

**Note:** The FY 2024 Compensation was set too high for Pension and Healthcare Costs. This has been adjusted for FY 2025.

## Purchasing

### Division Services

The Purchasing division is responsible for purchasing materials, supplies, and services for all City departments. In addition, this division determines supply sources, researches new sources of supply, maintains the City vendor list, oversees the Request for Proposals, Qualifications, and Bids process, processes accounts payable, and assists in monitoring and controlling expenditures.

### Vision

Provide financial services with integrity and professionalism.

### Mission

Provide timely, accurate, and transparent financial services and reporting that affects a broad range of stakeholders.

## Goals

- Ensure compliance with city policy and state law.
- Collaborate with all stakeholders to ensure accuracy in data entry.
- Collaborate with all stakeholders to ensure timeliness in processing tasks.
- Provide departments with a resource for the procurement / payables processes.

## Budget Initiatives

The FY 2025 budget includes \$50,000 for contract tracking software and professional services, which are items associated with the recommendations made by the Business Process Review conducted with Central Square. This includes but is not limited to, field formatting of the purchase requisition screen, automation of purchase order printing and attachments, set-up and training on change order management, and automation of accounts payable entry.

## Budget Summary

Expenditures by Category	FY 2023 Actuals	FY 2024 RB Budget	FY 2024 YE Est	FY 2025 DR Budget	Change From FY 2024 to FY 2025
Compensation	425,845	588,772	462,296	515,764	(73,009)
Operating Expenses	11,083	68,572	37,858	88,577	20,005
Internal Services	55,974	62,043	62,043	69,855	7,812
Transfers	2,376	3,344	3,344	3,309	(35)
<b>Total</b>	<b>495,278</b>	<b>722,731</b>	<b>565,541</b>	<b>677,505</b>	<b>(45,227)</b>
<b>Expenditures By Resource</b>					
General Fund	495,278	593,043	435,853	677,505	84,462
Disaster Recovery	-	129,688	129,688	-	(129,688)
<b>Total</b>	<b>495,278</b>	<b>722,731</b>	<b>565,541</b>	<b>677,505</b>	<b>(45,227)</b>

**Note:** During FY 2024, there was a one-time reallocation of Compensation costs from the General Fund to the Disaster Recovery Fund utilizing American Rescue Plan Act funding.

## Cashiering

### Division Services

The Cashiering division is the City's primary cashier location and is responsible for receiving, receipting, processing, and recording revenues received by the City. Additionally, it manages all accounts receivable.

**Budget Summary**

Expenditures by Category	FY 2023 Actuals	FY 2024 RB Budget	FY 2024 YE Est	FY 2025 DR Budget	Change From FY 2024 to FY 2025
Compensation	269,772	645,134	516,855	552,348	(92,786)
Operating Expenses	20,081	35,600	23,115	35,815	215
Internal Services	78,412	75,389	75,389	103,388	27,999
Transfers	3,623	5,100	5,100	5,046	(54)
<b>Total</b>	<b>371,887</b>	<b>761,223</b>	<b>620,459</b>	<b>696,597</b>	<b>(64,626)</b>
<b>Expenditures By Resource</b>					
General Fund	371,887	635,444	494,680	696,597	61,153
Disaster Recovery	-	125,779	125,779	-	(125,779)
<b>Total</b>	<b>371,887</b>	<b>761,223</b>	<b>620,459</b>	<b>696,597</b>	<b>(64,626)</b>

**Note:** Beginning in FY 2024, as a follow-up to the transition of utility billing functions being performed by a contractor, Cashiering compensation costs are now funded primarily by the General Fund rather than by enterprise funds.

**Note:** During FY 2024, there was a one-time reallocation of Compensation costs from the General Fund to the Disaster Recovery Fund utilizing American Rescue Plan Act funding.

**FY 2024-25 WORK PLAN SUPPORTING CITY COUNCIL GOALS**

**A high performing and financially stable City government**

- Prepare, publish, and present a structurally balanced annual budget to the City Council and the community.
- Complete the City’s Annual Comprehensive Financial Report and the Single Audit with no significant findings.
- Continue monitoring and optimizing Measure E funds to meet community and City priorities.
- Meet with the Measure E Citizens Oversight Committee during the fiscal year and produce the first Annual Report outlining what was accomplished during the 2023-24 fiscal year.
- Manage the City’s American Rescue Plan Act funds to meet community and City priorities and obligate all funds by December 31, 2024.
- Assist with new facility and program planning by providing feasibility analyses and financing alternatives.
- Continue to support the City’s long-term fiscal sustainability by supporting and processing annexations into the City’s special tax districts.
- Optimize the City’s enterprise resource planning system by making improvements identified in business process re-engineering reports and potentially adding new modules or other automation options.
- Issue land-secured debt in Laguna Ridge to support development and City projects.

## FY 2023-24 ACCOMPLISHMENTS

- Prepared a structurally balanced budget that supported the Capital Improvement Plan and contributed to reserves each year of the five-year forecast.
- Developed a Measure E expenditure plan that reflects the priorities identified by the community.
- Monitored and optimized Measure E funds to ensure that community and City priorities were met and the funds were fully utilized.
- Met with the Measure E Citizens Oversight Committee twice during the fiscal year.
- Monitored and optimized the City's American Rescue Plan Act funds to ensure community and City priorities are met and the funds are fully utilized.
- Prepared the City's Annual Comprehensive Financial Report and the Single Audit with no significant findings.
- Completed 14 annexations into the City's special tax districts, which will provide an estimated \$1.1 million in annual revenue for City-led capital and maintenance projects.
- Managed the City's pension liabilities so the City's funded status remained in the top 10% of all CalPERS agencies.
- Established and funded a Pension Trust that provides the City with an additional tool for setting aside and investing funds for pension costs.
- Developed Financing Plan for the New Zoo at Elk Grove Project.

# HUMAN RESOURCES

**Note: The City is in the process of completing a Classification study that is anticipated to be completed prior to the adoption of the Fiscal Year 2024-25 Budget. Organizational Charts and Position Control Listings will be included as part of the Adoption Process of the Annual Budget for City Council consideration.**

# HUMAN RESOURCES

## DEPARTMENT SERVICES

The Human Resources Department is responsible for providing the City with diverse and talented employees and maximizing their potential through proactive employee relations and organizational development programs.

The primary functions of the Human Resources Department include recruitment, selection, and retention of qualified employees; administration of the City's classification, compensation, and benefit plans; workers' compensation and leave of absence administration; organizational development and training; employee relations; labor relations; administration of personnel rules and procedures; and labor law compliance.

## VISION

A motivated and talented workforce delivering efficient services to the community.

## MISSION

Collaborate with all departments to provide responsible Human Resources programs and policies through effective recruitment, retention, organizational development and training, classification and compensation, sound policy and program development, compliance, and support.

## GOALS

- Create a competitive compensation and benefits package to attract and retain a talented and diverse workforce.
- Take a proactive approach to employee wellness, health, and safety.
- Foster a culture of innovation, inclusion, resilience, and belonging through organizational training and development programs.
- Develop innovative recruitment strategies to attract and retain a diverse and talented workforce.
- Successfully implement labor agreements, labor law compliance, and development of Citywide policies and procedures.

## BUDGET INITIATIVES

- Continue to increase community outreach through creative marketing strategies and job fairs to build upon the City’s diversity and inclusion efforts. Continue to explore new advertising mediums to attract and retain a high-performing, diverse workforce.
- Research options and the feasibility of implementing an online employee self-service function in the City’s current Human Resources Information System (HRIS) to enable employees to independently manage various personnel actions.
- Coordinate and manage the conversion of various Human Resources paper files into an electronic document repository.
- Assist with the coordination of the biennial National Employee Satisfaction Survey through POLCO to assess employee satisfaction.

## BUDGET SUMMARY

<b>Expenditures by Category</b>	<b>FY 2023 Actual</b>	<b>FY 2024 Amended Budget</b>	<b>FY 2024 Estimate</b>	<b>FY 2025 Budget</b>	<b>Change from FY 2024 to FY 2025 Budget</b>
Compensation	859,811	1,052,080	1,041,809	1,194,205	142,125
Operating Expenses	2,657,961	3,249,121	3,249,121	3,284,931	35,810
Internal Services	155,499	145,818	145,818	178,864	33,046
Transfers	10,646	14,985	14,985	14,829	(156)
<b>Total</b>	<b>3,683,916</b>	<b>4,462,004</b>	<b>4,451,732</b>	<b>4,672,828</b>	<b>210,825</b>
<b>Expenditures By Division</b>					
Human Resources	1,470,013	1,920,839	1,910,567	2,113,520	192,681
Workers' Compensation	2,213,904	2,541,165	2,541,165	2,559,309	18,144
<b>Total</b>	<b>3,683,916</b>	<b>4,462,004</b>	<b>4,451,732</b>	<b>4,672,828</b>	<b>210,825</b>
<b>Expenditures By Resource</b>					
General Fund	1,470,013	1,920,839	1,910,567	2,113,520	192,681
Self Insurance	2,213,904	2,541,165	2,541,165	2,559,309	18,144
<b>Total</b>	<b>3,683,916</b>	<b>4,462,004</b>	<b>4,451,732</b>	<b>4,672,828</b>	<b>210,825</b>

**Note:** The 2025 Budget increase is largely attributable to the conversion of a part-time Administrative Assistant to full-time.

## FY 2024-25 WORK PLAN SUPPORTING CITY COUNCIL GOALS

### **A high performing and financially stable City government**

#### Creating a competitive benefits package to attract and retain a talented and diverse workforce.

The Human Resources Department will continue to evaluate the City's comprehensive salary and benefit programs to ensure that Elk Grove is an attractive and inclusive employer. These objectives will be achieved through the strategic management of a comprehensive total compensation program. This includes conducting a total compensation salary survey, on-demand desk audits, ensuring total compensation is within the target salary range of the labor market, marketing the City's benefit plans, surveying employee satisfaction levels, and continuously seeking innovative ways to enhance the City's benefits package within budgetary limitations.

#### Taking a proactive approach to employee wellness, health, and safety

The Human Resources Department will continue efforts to enhance the employee experience, facilitating the return to work for injured employees, proactively offering wellness activities including fitness challenges and specialty classes, and promoting a healthy work-life balance for employees. These efforts will be achieved by working collaboratively with departments to enhance worker's compensation processes and procedures, engaging with the City's wellness consultant to monitor, review, and enhance the City's wellness program, and introducing employee and supervisory training on Worker's Compensation and Leaves of Absences, and enhancing communication regarding the City's wellness offerings.

#### Fostering a culture of innovation, inclusion, resilience, and belonging through organizational training and development

The Human Resources Department will work to continuously enhance the City's new comprehensive Organizational Development & Training program. Staff will continue to ensure mandatory training is completed by employees in a timely manner, ensure sufficient job-related training is offered to employees, and ensure Diversity, Equity, and Inclusion (DE&I) training/activities are implemented to increase awareness about DE&I to foster a culture of belonging.

#### Develop innovative recruitment strategies to attract and retain a diverse and talented workforce.

The Human Resources Department will continue its efforts to further reduce the City's vacancy rate, attract a large pool of diverse, highly qualified applicants, fill positions in a timely manner, increase the diversity of the workforce, and ensure leaders are equipped to support a diverse workforce. Staff will continue to research and implement innovative advertising mediums that will help attract a talented and diverse workforce and also increase participation in job fairs and talent symposiums.

## FY 2023-24 ACCOMPLISHMENTS

- Implemented a comprehensive Organizational Development & Training program.
- In January 2024, California Senate Bill 951 (SB 951) brought significant changes to the State Disability Insurance (SDI) program. Human Resources staff successfully facilitated the City's voluntary withdrawal from SDI and transitioned the City's Basic Life, Voluntary Life, Short-Term Disability, Long-Term Disability, and Paid Family Leave Programs to PRISM (Public Risk Innovation, Solutions, and Management).
- Completed an organization-wide total classification study and implemented the results/recommendations of these studies.



- The City's non-Caucasian workforce ratio increased from 39% at the end of 2022 to 43% at the end of 2023.
- Attended 3 compliance webinars, 18 training courses, and 3 conferences to enhance the understanding of complex HR processes and to stay abreast on changing laws and regulations.
- Successfully implemented compliance updates with new laws and regulations that went into effect on January 1, 2024, including the change to sick leave for part-time employees and laws pertaining to reproductive loss.
- Developed a Workplace Violence Prevention Plan in accordance with Senate Bill 553 and provided effective training to all employees on the employer's plan.
- Held good faith negotiations with the Elk Grove Police Managers' Association concerning a successor memorandum of understanding.
- Conducted 77 recruitments, reviewed 4,291 applications, interviewed 625 applicants, and hired 79 part-time and full-time staff.
- In coordination with the Police Department, successfully planned, coordinated, and proctored a Sergeant, Lieutenant, and Captain Assessment process.
- Partnered with Job Elephant, LinkedIn, and iHeart Media to assist with advertising on various diversity and industry-specific platforms.
- Held a successful in-person benefits fair for employees.

# POLICE

**Note: The City is in the process of completing a Classification study that is anticipated to be completed prior to the adoption of the Fiscal Year 2024-25 Budget. Organizational Charts and Position Control Listings will be included as part of the Adoption Process of the Annual Budget for City Council consideration.**

# POLICE

## DEPARTMENT SERVICES

The Police Department provides law enforcement and policing services to improve Elk Grove's quality of life and promote safety. The Police Department provides response to citizens' calls for service, police patrol services, and follow-up investigations to identify, apprehend, and aid in the prosecution of criminals. The Police Department also provides crime prevention, education, and intervention services to the Elk Grove community. The Police Department partners with the community to proactively prevent crime via community events and youth services.

## VISION

Through dedicated and highly skilled staff, we aspire to deliver world-class public safety service that meets the changing needs of a diverse community through partnerships built on mutual respect and trust.

## MISSION

The mission of the Elk Grove Police Department is to continually improve the quality of life in Elk Grove through strong community outreach and partnerships; fair and impartial interactions; promoting public safety through prevention, intervention and enforcement; and developing and promoting a diverse professional workforce.

## GOALS

- Enhancing Community Safety
- Improving Quality of Life
- Investing in Staff
- Leveraging Technology
- Enhancing Youth Services

## BUDGET INITIATIVES

- A grant application was submitted to the California Office of Traffic Safety for a Selective Traffic Enforcement Program grant. If awarded, this grant totaling \$629,823, will fund overtime hours to conduct DUI/Driver's License checkpoints along with speed, distracted driver, and pedestrian safety operations in Elk Grove. Additionally, this grant will fund the purchase of a new DUI trailer and a patrol vehicle dedicated to the enforcement of DUI investigations. These funds will help continue the Traffic Unit's dedication to preventing, enforcing, and prosecuting DUI offenses that are responsible for injuries, deaths, and property destruction.

## POLICE

- The Department intends to add 6 new positions in FY 2025 - 4 Measure E funded positions (2 Police Officers and 2 Dispatch Supervisors), and 2 General Fund funded positions (1 Registered Veterinary Technician and 1 Veterinary Assistant).

**BUDGET SUMMARY**

<b>Expenditures By Category</b>	<b>FY 2023 Actual</b>	<b>FY 2024 Amended Budget</b>	<b>FY 2024 Estimate</b>	<b>FY 2025 Budget</b>	<b>Change From FY 2024 to FY 2025</b>
Compensation	43,599,366	49,016,630	47,532,378	54,884,333	5,867,703
Operating Expenses	3,545,689	6,417,960	5,964,852	5,720,263	(697,697)
Internal Services	8,868,904	9,819,262	9,819,262	10,557,751	738,489
Capital Outlay	565,120	3,504,220	2,882,135	1,239,695	(2,264,525)
Transfers	970,659	1,249,953	1,249,953	1,257,132	7,179
<b>Total</b>	<b>57,549,738</b>	<b>70,008,024</b>	<b>67,448,580</b>	<b>73,659,173</b>	<b>3,651,149</b>
<b>Expenditures By Division</b>					
Office of The Chief	11,748,233	16,496,311	14,594,257	15,809,672	(686,639)
Operations	22,127,822	23,383,651	23,271,056	24,698,784	1,315,132
Investigations	12,689,473	17,076,921	16,799,922	18,328,039	1,251,118
Support Services	10,984,211	13,051,142	12,783,345	14,822,679	1,771,537
<b>Total</b>	<b>57,549,738</b>	<b>70,008,024</b>	<b>67,448,580</b>	<b>73,659,173</b>	<b>3,651,149</b>
<b>Expenditures By Resource</b>					
General Fund	55,796,081	60,247,746	59,511,287	64,790,608	4,542,862
Community Facilities Districts	5,986	-	-	-	-
Community Facility Fees	57,519	170,327	-	-	(170,327)
Animal Shelter Donations	2,310	35,000	-	-	(35,000)
Federal Asset Seizure	58,865	249,645	44,478	205,167	(44,478)
Housing and Homelessness	108,021	-	-	-	-
State Asset Seizure	94,229	126,342	90,339	36,003	(90,339)
Police Grants	1,426,726	2,940,206	1,958,854	1,835,417	(1,104,788)
Wilton Rancheria MOU	-	886,876	905,442	669,580	(217,296)
Opioid Settlement	-	166,166	-	144,671	(21,495)
Measure E	-	5,185,716	4,938,179	5,977,727	792,010
<b>Total</b>	<b>57,549,738</b>	<b>70,008,024</b>	<b>67,448,580</b>	<b>73,659,173</b>	<b>3,651,149</b>

**Note:** The increase in the FY 2025 Compensation budget is driven by a combination of factors, the primary one being the addition of eight new positions (two were added at Mid-Year, and six are new positions for FY25), other contributing factors being the estimated costs of salary and benefits increases. Two of the new FTEs are for the Animal Shelter and are funded by the General Fund, whereas Measure E is funding the majority of the additional FTEs.

**Note:** FY 2024 saw a substantial amount of Operating and Capital purchases linked to the twenty-three new positions that were included in that year's budget. These one-off purchases were primarily funded by Measure E funds as support for new Measure E-funded positions and are therefore not required again in FY 2025, leading to year-on-year overall reductions in both the Operating and Capital Budgets.

**Note:** Due to the cyclical nature of grant funding, funds are programmed only so far as the funding is authorized and approved (expiration, renewal, et al). Additional grant funding may be awarded in the coming fiscal year. The Budget Resolution adopted in concurrence with the Annual Budget allows for the re-appropriation of unspent grant funding and budgeting of new grant funding at the time of award.

## Office of the Chief

### Division Services

The Office of the Chief is responsible for providing executive, management, and logistical support to the Elk Grove Police Department. The Office of the Chief is also responsible for coordinating the activities of the Department in furtherance of the City's overall goals in partnership with the City Manager's Office and other City departments. The Office of the Chief provides long-range planning and budgeting, administrative systems, and policy guidance for employees of the Department and responds to requests for information from the City Council, media, and public. The Chief of Police is responsible for maintaining proactive, responsive, and effective police services for the City of Elk Grove and coordinating Elk Grove Police Department activities with other law enforcement agencies and community-based organizations.

### The Office of the Chief Division consists of the following bureaus:

#### Administrative Bureau

##### Executive Services Unit

The Executive Services Unit is responsible for analytical projects and research at the direction of the Chief, and City licensing, permitting, and planning actions that require police review. This unit also manages the contracts and grants for the Police Department.

##### Budget and Financial Services Unit

The Finance staff is responsible for oversight of all department fiscal activities, including budget, purchasing, facilities, cost recovery, special events, and grants. Finance provides timely financial management and analysis as well as support services to other service areas within the Department. This unit also works closely with other City departments to coordinate and maintain the overall health of the City's budget.

### Media and Community Relations Unit

The Media and Community Relations Unit is the police department's official liaison to the community and creates opportunities for the public to engage with the Department. This unit serves to inform and engage the community utilizing various methods including social media. The Public Information Officers also have the responsibility to provide accurate, appropriate, and timely information regarding police incidents, activities, and programs to members of the community, staff, and media. This unit encompasses a Youth Services Team with a focus on connecting with youth in the community. This unit also conducts the Police Department's Citizen Academy, a course that educates citizens about the inner workings of the Police Department and spearheads the Department's Special Olympics fundraising program.

## **Office of the Assistant Chief**

### Professional Standards Unit

The Professional Standards Unit is responsible for managing police policy, internal investigations, pre and post-employment responsibilities, and departmental training needs.

#### *Police Policy*

The Elk Grove Police Department utilizes Lexipol, an electronic state-specific police policy management system. Lexipol holds the complete set of policies for the department, and the professional standards unit is responsible for the management of this system, including timely updates, changes to state and federal law, and best practices.

#### *Internal Affairs*

Internal Affairs conducts prompt and thorough investigations of personnel complaints and monitors high-risk and high-liability activities such as employee vehicle collisions, use of force incidents, and pursuits.

#### *Pre and Post Employment*

Professional Standards is responsible for coordinating the activities of hiring Police Department personnel. This includes recruitment, application screening, interview panels, background investigations, and issuance of all necessary equipment and uniforms. Upon an employee's separation from the Department, this unit ensures all final documentation is completed, and department-issued equipment is returned.

#### *Training Manager*

The Training Manager coordinates, develops, and monitors all mandated and compulsory training required to meet state and professional standards. The Training Manager ensures police personnel have access to continuing education opportunities that will further develop their skills, thereby complementing the Department's commitment to excellence.

#### *Recruitment Team*

The Recruitment Team has staff dedicated to recruiting viable candidates to fill vacancies.

### Real Time Information Center (RTIC) Unit

The RTIC operates as a central hub of a wide range of technologies that support and improve the Department's policing strategy. The department has access to real-time crime data that assists them when called out to crimes in progress, as well as the investigation of crimes already committed. The RTIC helps the department leverage technology in its response to, and prevention of, crime along with the apprehension of violent offenders. The RTIC manager is also responsible for the oversight of emergency operations.

### Employee Resources and Wellness Unit

The Employee Resources and Wellness Unit was established to meet the wellness needs of the Department's employees. The Employee Resources and Wellness coordinator assists with Workers' Compensation, Employee Assistance Programs, employee work accommodations, interactive processes, and therapist services. The coordinator is responsible for managing police wellness services and liaises with the City's Human Resources Department.

### **Budget Initiatives**

- Measure E funding will be utilized in FY 2025 to purchase 10 additional Flock Safety License Plate Readers. Flock cameras assist with crimes in progress, the investigation of crimes, and locating missing persons and vehicles. Please refer to the Measure E section for more detail.
- The Department intends to use Measure E funding to continue the Community Prosecution Program. A Sacramento County Community Prosecutor will be provided full-time to serve the jurisdictional boundaries of the city of Elk Grove, with a focus on targeting public safety problems that have negative impacts on quality of life.
- The Department intends to utilize the Department's contracted therapist to enhance the training of staff in FY 2025. This will include individual and Department-wide training for the management of early recognition and intervention of post-traumatic stress injury.
- The Department intends to offer cognitive fitness coaching as a valuable tool in preventative mental health and fitness in FY 2025.
- The Department intends to add a Training Officer Position in FY 2025 utilizing Measure E funding. Please refer to the Measure E section for more detail.

## Budget Summary

Expenditures By Category	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change From FY 2024 to FY 2025
Compensation	8,482,640	9,218,871	8,215,016	10,486,254	1,267,383
Operating Expenses	1,984,616	3,846,660	3,555,298	3,252,356	(594,304)
Internal Services	830,338	1,187,108	1,187,108	1,511,049	323,941
Capital Outlay	447,725	2,201,666	1,594,828	479,095	(1,722,571)
Transfers	2,914	42,006	42,006	80,918	38,912
<b>Total</b>	<b>11,748,233</b>	<b>16,496,311</b>	<b>14,594,257</b>	<b>15,809,672</b>	<b>(686,639)</b>
<b>Expenditures By Unit</b>					
Executive Services	7,163,246	7,475,309	6,283,248	6,739,015	(736,294)
Budget & Financial Services	590,777	1,258,997	1,242,649	1,180,372	(78,624)
Media and Community Relations	788,045	1,563,131	1,408,576	1,618,674	55,543
Professional Standards	2,360,411	3,664,208	3,615,299	3,970,267	306,059
Real Time Information Center (RTIC)	845,754	2,072,596	1,569,042	1,757,959	(314,637)
Employee Resources and Wellness	-	462,071	475,443	543,385	81,315
<b>Total</b>	<b>11,748,233</b>	<b>16,496,311</b>	<b>14,594,257</b>	<b>15,809,672</b>	<b>(686,639)</b>
<b>Expenditures By Resource</b>					
General Fund	10,558,747	10,784,260	10,628,379	11,768,875	984,615
Community Facilities Districts	5,986	-	-	-	-
Community Facility Fees	57,519	170,327	-	-	(170,327)
Federal Asset Seizure	58,865	249,645	44,478	205,167	(44,478)
State Asset Seizure	94,229	126,342	90,339	36,003	(90,339)
Police Grants	972,886	2,940,206	1,958,854	1,835,417	(1,104,788)
Wilton Rancheria MOU	-	228,722	227,721	278,412	49,690
Opioid Settlement	-	166,166	-	144,671	(21,495)
Measure E	-	1,830,643	1,644,485	1,541,127	(289,516)
<b>Total</b>	<b>11,748,233</b>	<b>16,496,311</b>	<b>14,594,257</b>	<b>15,809,672</b>	<b>(686,639)</b>

**Note:** The increase in the FY 2025 Compensation budget is a result of the addition of two new positions (one added at Mid-Year, and one new position for FY25), other contributing factors being the estimated costs of salary and benefits increases. The new position added at Mid-Year is funded by Opioid Settlement money, and the new FY 2025 position will be funded by Measure E.

**Note:** The majority of the increases to the FY 2024 Operating Expenses budget were due to the vehicle and equipment costs related to adding the new positions mentioned above. Measure E funding will be utilized to purchase vehicles and equipment for Measure E-funded positions. Ancillary costs resulting from the new positions can also be seen in the increased Internal Services costs that have been budgeted in FY 2025. These were one-off purchases and are therefore not required again in FY 2025, leading to year-on-year reductions in both the Operating and Capital Budgets.



## Operations

### Division Services

The Operations Division provides basic call response and police patrol services to Elk Grove, including emergency incident response, routine call response, and collision investigation. Personnel assigned to the Operations division also conduct law and regulation enforcement, as well as preliminary crime scene investigations, nuisance and criminal investigations, proactive patrol activities, and data analysis.

### The Operations Division consists of the following bureau:

#### Field Services Bureau

##### Patrol Unit

Patrol is the largest component of the Operations Division, consisting of day, cover, swing, and night shifts, and includes lieutenants, sergeants, police officers, community services officers, and an administrative assistant. These personnel provide continuous delivery of police services to the community through numerous and varied functions, which include: response to citizens' requests for service; proactive patrol; maintenance of public order; discovery of hazards; investigation of crimes and incidents; arresting offenders; emergency services; and the reporting of information to other appropriate organizational units.

##### Traffic Unit

The Traffic Unit consists of the Motor and Traffic Investigation Details and is dedicated to improving traffic and pedestrian safety, reduction of traffic collisions, commercial vehicle enforcement, and improvement of traffic flow through enforcement and education. The Traffic Unit is overseen by a lieutenant and consists of traffic sergeants, motor officers, traffic investigators, community service officers, and an administrative assistant. In FY 2024 the Traffic Unit moved from the Investigations Division to the Operations Division for operational efficiency.

The Traffic Unit manages the Red-Light Camera Program in addition to several traffic safety grants funded by the California Office of Traffic Safety. The Traffic Unit is also involved in community outreach programs such as providing educational outreach on impaired driving at local high school driver's education programs and assisting the Union Pacific Railroad with maintaining the safety of the railroad system in Elk Grove. The Traffic Unit continues to take a lead role in the planning and participation in a variety of special events and neighborhood watch activities, such as National Night Out.

### Budget Initiatives

- The Department intends to add a Commercial Enforcement Officer position in FY 2025 utilizing Measure E funding. Please refer to the Measure E section for more detail.

## POLICE

**Budget Summary**

<b>Expenditures By Category</b>	<b>FY 2023 Actual</b>	<b>FY 2024 Amended Budget</b>	<b>FY 2024 Estimate</b>	<b>FY 2025 Budget</b>	<b>Change From FY 2024 to FY 2025</b>
Compensation	18,136,134	18,235,342	18,151,709	20,164,568	1,929,226
Operating Expenses	360,108	521,206	499,703	542,020	20,814
Internal Services	3,631,077	4,062,336	4,062,336	3,939,610	(122,726)
Capital Outlay	503	481,978	474,518	7,700	(474,278)
Transfers	-	82,790	82,790	44,886	(37,904)
<b>Total</b>	<b>22,127,822</b>	<b>23,383,651</b>	<b>23,271,056</b>	<b>24,698,784</b>	<b>1,315,132</b>
<b>Expenditures By Unit</b>					
Patrol	18,198,135	18,491,133	18,407,349	19,628,387	1,137,254
Traffic	3,929,686	4,892,519	4,863,708	5,070,397	177,878
<b>Total</b>	<b>22,127,822</b>	<b>23,383,651</b>	<b>23,271,056</b>	<b>24,698,784</b>	<b>1,315,132</b>
<b>Expenditures By Resource</b>					
General Fund	21,900,099	21,947,159	21,839,014	23,432,374	1,485,215
Police Grants	227,723	-	-	-	-
Wilton Rancheria MOU	-	300,154	319,721	355,646	55,492
Measure E	-	1,136,339	1,112,321	910,764	(225,575)
<b>Total</b>	<b>22,127,822</b>	<b>23,383,651</b>	<b>23,271,056</b>	<b>24,698,784</b>	<b>1,315,132</b>

**Note:** The increase in the FY 2025 Compensation budget is a combination of the addition of one new Measure E-funded position and the estimated costs of annual salary and benefits increases.

**Note:** FY 2024 saw a substantial amount of Operating and Capital purchases linked to five new positions within the Operations Division. The majority of these were one-off purchases and are therefore not required again in FY 2025, leading to a year-on-year reduction in Capital Outlay and a minimal increase in Operating Budgets.

## Investigations

### Division Services

The Investigations Division is comprised of the Investigations, Special Operations, and Community Resources Bureaus. Personnel of this division provide investigation and support to identify, apprehend, and aid in the prosecution of those responsible for criminal conduct.

### The Investigations Division consists of the following bureaus:

#### Investigations Bureau

##### Forensics Unit

The Forensics Unit is comprised of specially trained forensic investigators, also known as Crime Scene Investigators (CSI), who are responsible for the detection, collection, and preservation of evidence at crime scenes. Forensic investigators process physical evidence such as fingerprints, blood, fibers, and hair. Crime scenes are processed using a variety of tools and technologies to protect the integrity of evidence. Forensic Investigators take both still photographs and video to document a crime scene and are often subpoenaed to testify in court regarding the collection and preservation of evidence.

##### Detective Unit

The Detective Unit consists of staff assigned to assist in different areas of criminal investigations, such as Person Crime, Family Crime, Property Crime, and Special Investigations. Person Crime Detectives investigate crimes such as homicide, felony assault, robbery, kidnapping, and sexual assault. One Detective in this section is also assigned to the Central Valley Hi-Tech Task Force on a part-time basis and is responsible for investigations requiring computer forensics. Another Detective is assigned to the Human Trafficking Task Force (part-time) and is responsible for the coordination of cases that include regional and federal partner agencies. Family Crime Detectives investigate domestic violence, elder abuse, child abuse, and missing persons. Property Crime Detectives investigate burglary, theft, receiving stolen property, forgery, credit card fraud, embezzlement, identity theft, and auto theft. Special Investigations Detectives focus on fentanyl deaths and trafficking, illegal firearms and ghost guns, gaming, human trafficking, public corruption, criminal intelligence, and gang-related criminal investigations. This unit works collaboratively with federal, state, and local agencies to address criminality within the community. The Detective Unit manages Project Lifesaver, a program that offers families a GPS tracking device for special needs individuals, free of charge. The Special Investigations Unit has a narcotic canine assigned that provides for combatting fentanyl and other narcotic-related crimes.

##### *Family Services Program*

The Family Services Program focuses on the prevention, intervention, and education of domestic violence incidents. The Department has a Domestic Violence Response Team (DVRT), which includes a partnership with the Sacramento chapter of When Everyone Acts Violence Ends (WEAVE). The DVRT includes one full-time Detective, and one full-time WEAVE Advocate, working together to reduce domestic violence through enforcement, advocacy, and support services.

### *Crime Analysis*

Crime Analysis is responsible for systematic, analytical processes directed at providing timely and pertinent information relative to crime patterns and trend correlations. The Crime Analyst assists operational and administrative personnel with the planning and deployment of resources used in preventing and suppressing criminal activity. The Analyst provides officers with daily crime data which aids in the investigative process and ultimate apprehension of criminals.

## **Special Operations Bureau**

The Special Operations Bureau is comprised of the Drone Program, which includes the Drones as First Responder program, the Canine Unit program, and the Crisis Response Unit, which encompasses the Special Weapons and Tactics Team, the Hostage Negotiations Team, and the Tactical Dispatcher Team, and Tactical Medics. The Special Operations Bureau is also responsible for monitoring and deploying camera trailer assets, installing tripod cameras on businesses experiencing retail theft, and placing electronic bait throughout the city. The Bureau is overseen by a lieutenant who works in partnership with the RTIC, a sergeant, and two special operations officers. In FY 2024, the Special Operations Bureau moved from the Operations Division to the Investigations Division for operational efficiency.

### Crisis Response Unit Program

The Crisis Response Unit (CRU) Program consists of the Special Weapons and Tactics (SWAT) Team, the Hostage Negotiations Team (HNT), Tactical Dispatchers and Tactical Medics. The primary objective of this program is the preservation of life during high-risk incidents and events. This is an auxiliary assignment; all members of this program have full-time assignments in other areas of the Department. The HNT works in concert with the SWAT Team to resolve critical incidents through intelligence gathering and negotiation. Both teams fall under the CRU Commander. There are also tactical dispatchers who work at the scene of a critical incident to gather, document, and provide information for the various components of the CRU. As part of a regional effort, the CRU is also staffed with auxiliary staff from the Galt Police Department and responds to the City of Galt in the event additional support is needed in that city.

### Canine Unit

The Canine Unit consists of six canine handlers and their canine partners. The Canine Unit is a specialized group of trained officers that use service dogs to reduce the risk of injury or death to officers and the public while performing their law enforcement duties. The Canine Unit often participates in community events to educate and promote the use of police dogs. In FY 2024, the Canine Unit moved from the Operations Division to the Investigations Division for operational efficiency at the discretion of the Chief of Police.

## Community Resources Bureau

### Problem-Oriented Policing (POP) Unit

With a Community Policing focus, POP Officers work with the community, Code Enforcement, Animal Services, VIPS, Sacramento County District Attorney Community Prosecutor, and state and local agencies to investigate and resolve chronic and often complex long-term neighborhood problems. POP officers also work with business owners to assist with loss prevention strategies, conduct grant operations targeting the illegal sale of alcohol and tobacco, and are responsible for safety and security planning for major events in the city. To assist with events, the POP Unit manages the department's Bicycle Patrol Team, allowing for versatility and ease of access at venues and overall enhanced event safety.

Two POP officers are currently assigned as Homeless Outreach Team (HOT) Officers, addressing homelessness and related issues in the city. These officers work in partnership with city-employed Homeless Navigators to find permanent solutions and resources for those experiencing homelessness in Elk Grove.

POP Officers also focus on matters affecting and involving the youth of Elk Grove and oversee the Juvenile Diversion Program. This program is designed to give juveniles who commit minor criminal offenses the opportunity to accept responsibility for their actions, understand the widespread effect of their decisions, and give them the chance to grow through their experience while preventing a permanent criminal record. Juveniles in this program learn life skills, such as how to make good choices and be accountable, through participating in educational workshops and community service.

### School Resources Officer (SRO) Unit

Three police officers are assigned to the SRO Unit and work in partnership with the Elk Grove Unified School District (EGUSD). These officers are responsible for assisting the EGUSD Security Services Division with maintaining a safe learning environment, law enforcement and education, mentoring students, and interpreting court documents for EGUSD.

### Crisis Intervention Response Team (CIRT) Unit

Two officers assigned to this Unit are partnered with Mental Health Clinicians to provide services to our community members experiencing a mental health crisis and/or emotional distress. These specially trained teams include an officer and a licensed mental health professional who respond to calls involving people experiencing crisis.

### Volunteers in Police Service (VIPS) Unit

Police Volunteers are an integral part of the customer service counter at the Police Service Center. Volunteers take reports, consult with citizens in need of assistance, and assist with special department projects. In 2017, VIPS helped to form the Elder Fraud Prevention team in partnership with Detectives, WEAVE Advocates, Dispatchers, and local community organizations. This program provides peer-to-peer support, presentations, and information to Elk Grove's senior community, teaching them how to identify and prevent fraud.

Volunteers also provide support in the field by conducting vacation house checks, performing traffic control, assisting with searches for at-risk missing persons, assisting at driving under the influence checkpoints, issuing disabled vehicle parking violations, assisting at special events, and performing other duties that aid officers in the field, including Code Enforcement matters. The VIPS unit also implemented an internship program aimed at providing current and recent college students the opportunity to volunteer in various police department units, exposing them to various career fields within the Police Department while learning job skills.

## Budget Initiatives

- The Department has historically funded additional staffing operations to combat vehicle theft and related crimes using funds collected from the California Department of Motor Vehicles and allocated through the Sacramento Area Vehicle Theft Reduction Unit. Through focused crime analysis and the department's enhanced Real Time Information Center (RTIC), Investigations Bureau personnel now develop strategic enforcement operations to areas and times where vehicle theft and related crimes, such as catalytic converter thefts, most often and most likely to occur, resulting in an increase in arrests and enhanced community safety.
- The Department received a \$138,584 grant from the California Department of Justice that will be used for the enforcement of illegal tobacco sales by the POP Unit.

## Budget Summary

Expenditures By Category	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change From FY 2024 to FY 2025
Compensation	9,727,647	12,849,399	12,639,941	13,893,780	1,044,381
Operating Expenses	507,513	1,157,471	1,097,639	1,121,522	(35,949)
Internal Services	2,327,181	2,153,537	2,153,537	2,466,223	312,686
Capital Outlay	104,179	805,576	797,867	729,000	(76,576)
Transfers	22,954	110,938	110,938	117,514	6,576
<b>Total</b>	<b>12,689,473</b>	<b>17,076,921</b>	<b>16,799,922</b>	<b>18,328,039</b>	<b>1,251,118</b>
<b>Expenditures By Unit</b>					
Forensics	976,643	941,605	934,071	955,953	14,348
Detective	7,401,914	8,271,242	8,113,025	8,151,880	(119,362)
Crisis Response Unit	193,951	2,417,822	2,364,485	1,844,224	(573,598)
Canine	1,681,000	1,788,093	1,770,015	1,723,887	(64,206)
Community Services	2,304,131	3,430,432	3,396,150	5,447,436	2,017,004
Volunteers in Police Service	131,834	227,727	222,177	204,660	(23,067)
<b>Total</b>	<b>12,689,473</b>	<b>17,076,921</b>	<b>16,799,922</b>	<b>18,328,039</b>	<b>1,251,118</b>
<b>Expenditures By Resource</b>					
General Fund	12,355,741	14,968,170	14,728,533	15,648,572	680,401
Housing and Homelessness	108,021	-	-	-	-
Police Grants	225,711	-	-	-	-
Wilton Rancheria MOU	-	358,000	358,000	35,522	(322,478)
Measure E	-	1,750,751	1,713,390	2,643,946	893,195
<b>Total</b>	<b>12,689,473</b>	<b>17,076,921</b>	<b>16,799,922</b>	<b>18,328,039</b>	<b>1,251,118</b>

**Note:** The increase in the FY 2025 Compensation budget is a result of the addition of one new Measure E-funded position at Mid-Year and the estimated costs of annual salary and benefits increases.

**Note:** FY 2024 saw a substantial amount of Operating and Capital purchases linked to six new positions within the Investigations Division. The majority of these were one-off purchases and are therefore not required again in FY 2025, leading to year-on-year reductions in both the Operating and Capital Budgets.

**Note:** In FY 2024, \$358K was budgeted for the Community Prosecutor Program within the Wilton Rancheria MOU. This expenditure has been moved into Measure E.

**Note:** The increase in FY 2025 Measure E funded expenditures is due to the expansion of the 'Drone as First Responder' Program and the transfer of the Community Prosecutor Program into Measure E.

## Support Services

### Division Services

The Support Services Division assists and provides support services to the community and the Police Department. Support Services Division consists of the Communications Center, Records, Property and Evidence, and Animal Services Bureaus. The Communications Bureau provides dispatch services for emergencies and routine calls for service from citizens and provides information to officers during these incidents. The Records Bureau provides maintenance of law enforcement records, transmits documentation needed for criminal prosecution, and responds to requests for records from the public. Property and Evidence provides for the care and custody of found property and evidence associated with a crime. Animal Services provides support and care for animals in need.

### The Support Services Division consists of the following bureaus:

#### Communications Bureau

The Department's Communications Bureau serves as the 9-1-1 Public Safety Answering Point in Elk Grove. The Dispatchers use state-of-the-art equipment to process emergency and routine calls for service while providing information and communications support to officers in the field. This Bureau also provides dispatch support to the City's Code Enforcement Department, while Fire and Emergency Medical System calls are routed to the Sacramento Regional Fire/ Emergency Medical System Communications Center for dispatch to the Cosumnes Community Services District Fire Department.

#### Records Bureau

The Records Bureau securely maintains, disseminates, and protects the integrity of official law enforcement records of the City. Records Technicians ensure that all case documentation necessary for criminal prosecution is compiled and transmitted to the District Attorney's Office. The Records Bureau ensures all documentation for a weapons confiscation petition is routed to the City Attorney before filing deadlines. Records Technicians respond to records requests from the District Attorney, other law enforcement agencies, and the public. Records personnel also seal juvenile records pursuant to court orders and register sex/arson offenders living in the City.

The Service Center is part of the Records Bureau. Staff in the Service Center includes Records Technicians and Volunteers. Service Center staff assists the public by answering a variety of questions and concerns ranging from questions about citations to vehicles held in storage or impound. The Service Center staff takes non-priority reports via telephone or in person. The Service Center staff completes live scans for all City employees, external contractors, and business license applicants.

### **Property and Evidence Bureau**

The Property and Evidence Bureau is responsible for the care and custody of a wide variety of property, including personal property held for safekeeping, found property, and physical evidence associated with a crime. The key functions of this Bureau are to maintain the integrity of all property and evidence received; to aid in prosecution by making evidence available for investigation and analysis; to facilitate the release of personal property held as evidence to the rightful owner upon case adjudication; and the lawful disposal of all contraband.

### **Animal Services Bureau**

Elk Grove Animal Services plays a vital role in the community by offering comprehensive support and care for animals in need. Their services encompass providing shelter for stray, injured, and homeless animals and ensuring their safety and well-being. Additionally, they facilitate pet licensing to promote responsible ownership and offer low-cost spay and neuter programs for residents' pets, contributing to population control efforts. Free microchipping and vaccination services are also provided, enhancing animal identification and health. Elk Grove Animal Services actively engages in adoption services, finding loving homes for animals in their care. In addition to these crucial services, they undertake field operations, investigating cases of neglect and cruelty towards animals and enforcing pertinent animal laws within Elk Grove, ensuring the protection of animal welfare and community safety. In FY 2024, the Animal Services Bureau moved from the Office of the Chief to the Support Services Division for operational efficiency.

### **Budget Initiatives**

- The Department intends to add 2 Dispatch Supervisors in FY 2025 utilizing Measure E funding. Please refer to the Measure E section for more detail.
- The Department intends to add 1 Registered Veterinary Technician and 1 Veterinary Assistant, as recommended by the Animal Shelter Staffing Study that was completed in 2023. These positions will help maximize the efficiency of the Shelter Veterinarian, allowing for expanded medical care for sheltered animals and greater availability to provide licensing services, vaccination and microchipping clinics, low-cost spay and neuter services, and wellness services for owned animals.



**Budget Summary**

<b>Expenditures By Category</b>	<b>FY 2023 Actual</b>	<b>FY 2024 Amended Budget</b>	<b>FY 2024 Estimate</b>	<b>FY 2025 Budget</b>	<b>Change From FY 2024 to FY 2025</b>
Compensation	7,252,945	8,713,018	8,525,712	10,339,731	1,626,713
Operating Expenses	693,452	892,624	812,212	804,365	(88,259)
Internal Services	2,080,308	2,416,281	2,416,281	2,640,869	224,588
Capital Outlay	12,714	15,000	14,921	23,900	8,900
Transfers	944,791	1,014,219	1,014,219	1,013,814	(405)
<b>Total</b>	<b>10,984,211</b>	<b>13,051,142</b>	<b>12,783,345</b>	<b>14,822,679</b>	<b>1,771,537</b>
<b>Expenditures By Bureau</b>					
Communications	3,453,795	4,085,353	4,055,686	5,039,562	954,209
Records	2,101,815	2,613,533	2,459,621	2,862,031	248,498
Property and Evidence	740,030	850,070	842,231	869,116	19,046
Animal Services	4,688,571	5,502,186	5,425,807	6,051,970	549,784
<b>Total</b>	<b>10,984,211</b>	<b>13,051,142</b>	<b>12,783,345</b>	<b>14,822,679</b>	<b>1,771,537</b>
<b>Expenditures By Resource</b>					
General Fund	10,981,494	12,548,158	12,315,361	13,940,788	1,392,631
Animal Shelter Donations	2,310	35,000	-	-	(35,000)
Police Grants	406	-	-	-	-
Measure E	-	467,984	467,984	881,890	413,906
<b>Total</b>	<b>10,984,211</b>	<b>13,051,142</b>	<b>12,783,345</b>	<b>14,822,679</b>	<b>1,771,537</b>

**Note:** The increase in the FY 2025 Compensation budget is being driven by the addition of four new positions and the estimated costs of annual salary and benefits increases. Two of the positions will be funded by the General Fund and two by Measure E

**Note:** FY 2024 saw a substantial amount of Operating and Capital purchases linked to three new positions within the Support Services Division. The majority of these were one-off purchases and are therefore not required again in FY 2025, leading to a year-on-year reduction in Capital Outlay and a minimal increase in Operating Budgets.

**Note:** The majority of the increase to the FY 2025 Measure E budget is for Compensation, which includes the two new Dispatch Supervisors.

## FY 2024-25 WORK PLAN SUPPORTING CITY COUNCIL GOALS

### A safe and resilient community

- In an ongoing effort to prepare and respond to civil unrest within our city and to assist our regional partners, the Department continues to properly train, equip, and prepare the Mobile Field Force Team for deployment in the event of a crisis.
- The Department continues to invest in relationships, information sharing, and crime-fighting by partnering with regional task forces. Collaborative law enforcement agencies share criminal intelligence, train, and create best-practice investigative techniques, which serve as a staff multiplier during complex investigations and regional operations. Detectives are members of four regional task forces.
  - The Internet Crimes Against Children Task Force – helps state and local law enforcement agencies develop an effective response to technology-facilitated child sexual exploitation and Internet crimes against children. Additionally, they provide the expertise and the technology needed to investigate these types of crimes.
  - The Sacramento County Gang Suppression Unit – works with regional law enforcement partners to reduce violent street gangs and juvenile gang violence within Sacramento County and surrounding communities. Their primary goals are to reduce community fear and gang-related crime, reduce the number of juveniles involved in gangs, identify and target gang-related individuals, and assist with gang-related investigations for prosecution.
  - The Sacramento County Sexual Assault Felony Enforcement (SAFE) Team– includes partnerships with county law enforcement agencies. The SAFE Team works to ensure compliance of all registered Sex Offenders in Sacramento County and works with the Sacramento County District Attorney’s Office for case prosecution.
  - California Highway Patrol Valley Organized Retail Crime Task Force – has partnered with regional law enforcement to immediately share information on in-progress organized retail theft crimes, provide education on effective ways to investigate and prosecute retail theft, and assist with enforcement operations. These collaborative efforts have proven helpful in combating the organized retail theft trend.
- The Department intends to continue the development of the statute of limitation feature within our Mark43 Records Management System evidence module, which would allow for more efficient case review and less storage of property that can be returned to rightful owners, as well as contraband that can be properly and lawfully disposed of in a timely manner.
- The Department has taken the lead role in the region in connecting, collaborating, and coordinating with regional law enforcement agencies and homeless outreach units to address homelessness together.

## POLICE

- The Real-Time Information Center will continue to leverage technology platforms to aid in the efficient law enforcement response to crimes and other events and will continue to partner with the community and businesses to enhance services.
- The Department launched its Drone as a First Responder (DFR) Program in FY 2024. The DFR Program leverages technology to provide safer and more efficient responses to calls for service and critical incidents.
- The Department is expanding its Youth Services Team that targets issues and builds connections with youth in Elk Grove. The Youth Services Team will organize, coordinate, collaborate, and assist with developing and running various youth programs to develop positive relationships with youth in our community. Some of the programs will include sports, education, and prevention.
- The Professional Standards Bureau will support the goal of providing a safe and resilient community by meeting the following goals:
  - Reduce sworn vacancy rate to below 5%.
  - Reduce Professional staff vacancy rate to below 10%.
  - Provide Emergency Vehicle Operations Training to all Officers.
  - Provide Pursuit Intervention Training to all Officers.

#### **A high performing and financially stable City government**

- The Department partners with the Sacramento County District Attorney's (DA) Office to electronically submit crime reports, arrest reports, and warrant requests. This saves a significant amount of time and resources.

## **FY 2023-24 ACCOMPLISHMENTS**

- The Department was able to increase patrol staffing numbers and fill numerous vacancies in large part due to the recruitment efforts in the Professional Standards Unit. As a result, the Operations Division was able to provide qualified patrol officers with the opportunity to transfer to specialty assignments in the Investigations Division and Traffic Bureau.
- In FY 2024, the Professional Standards Unit, in collaboration with Human Resources, processed over 3,000 applications, interviewed over 500 applicants, live scanned/backgrounded over 225 applicants, and hired approximately 45 new Police Department employees.
- During FY 2024, the Property Crimes Unit completed 13 operations targeting organized retail theft. These operations resulted in 25 arrests, 35 citations, and the recovery of over \$27,500 of stolen merchandise from local businesses. The Property Crimes Unit plans to continue partnering with local businesses and allied agencies to further combat the effect of organized retail theft in FY 2025.

- The Department added an additional Youth Services Officer (YSO) utilizing funding from an Opioid Settlement. This additional YSO will allow the Department to expand the services offered to the community that center around targeting drug prevention in youth.
- The Department added an additional Lieutenant position that allowed for the establishment of the Employee Resources and Wellness Unit. This Unit connects employees in need of wellness-related services to the resources they need effectively and efficiently.
- The Family Services Unit has a Domestic Violence Response Team (DVRT), which includes a partnership with the Sacramento chapter of When Everyone Acts Violence Ends (WEAVE). The DVRT completed its first two operations in FY 2024, resulting in 8 offender contacts, 6 victim contacts, 3 arrests, 3 probation searches, and the service of one emergency protective order.
- In 2023-24, POP officers handled 102 POP cases related to neighborhood complaints spanning quality of life issues, neighbor disputes, and nuisance properties.
- In 2023-24, HOT Officers, in partnership with Public Works and Code Enforcement, were responsible for 97 voluntary camp clean-ups with 56,300 pounds of trash removed from these camps, not including over 15,000 pounds from those camps posted in violation of the City's Unlawful Camping ordinance.
- In 2023-24, the VIPS served 6,862.5 hours, handled 6,971 calls in the service center, gave 21 Fraud Prevention Seminars educating 483 vulnerable seniors, performed 2,016 vacation checks, and issued 316 parking citations.
- In 2023-24, The Crisis Intervention Response Team (CIRT) responded to 586 calls for service and provided 387 mental health interventions.
- The Department's HOT Officers referred 43% of the Measure E-funded Enhanced Winter Sanctuary residents.
- The Sacramento County District Attorney's Office has increasingly requested that cellular devices be examined when collected as evidence by law enforcement agencies as a prerequisite to criminal charges being filed. As such, the Investigations Division has expanded upon its current licensing agreement for cellular forensic services to investigate and assist in the successful prosecution of crimes within the City.
- The Communications Center was remodeled in FY 2024, allowing for additional dispatchers and integration of the RTIC into the Center. The remodel was funded in part through a Community Oriented Policing Services grant. The remodel provides enhanced communications between RTIC and the 911 dispatch center and will accommodate growth over the next several years.
- The construction of a new facility that will house the Forensics Unit and Property and Evidence Unit was completed. This facility will provide for improved security, efficiency, and growth as our community continues to expand.

## POLICE

- The Property and Evidence Bureau receives, stores, tracks, and disposes of property and evidence collected by the Elk Grove Police Department. Staff maintain the chain of custody for prosecution purposes and serve as a liaison to the public in the return of property. In 2023, the Property Bureau inventoried and relocated approximately 37,000 items to the new Evidence and Forensics building. Over 8,500 items of property were received, with more than 7,200 items purged. Over 500 pounds of marijuana were seized, and over 135 firearms were received as evidence.
- The Animal Shelter was able to augment resources for a Community Cat program with the assistance of California for all Animals grant funding. 23 additional traps were available for rent, 6,400 pounds of cat food for colony caretakers was distributed, and three mass spay and neuter events were held, sterilizing over 150 feral and community cats.
- The Board of State and Community Corrections Wellness Grant was used to provide health screenings for the Department with a focus on identifying presumptive conditions and a functional movement screening that provided the identification of musculoskeletal areas that may be prone to injuries.
- 18 additional Automated License Plate Reader cameras were positioned throughout the City in 2024, for a total of 68 cameras. These cameras have assisted in recovering stolen vehicles, capturing wanted felons, and solving crimes such as two vehicular homicides as the result of hit-and-run accidents.
- The Department hosted a series of “BBQ in the Beat”. Locations for the events were held in each of the five police beats in the city. Members of the police department prepared food and engaged in activities with the community. Hosting these events provides opportunities to strengthen partnerships and build rapport with community members. Over 15,000 community members attended the “BBQ in the Beat” events.
- The Department held its first Family Academy to educate family members on the resources available to them through the City and the Department. It also provided information on the effects of Post-Traumatic Stress Injuries and trauma.
- In FY 2024, the Department offered, actively participated in, or supported over 90 community events. This included BBQ in the Beats, Story Time with the Chief, Citizen Academies fostering education and connection, and the groundbreaking Faith and Blue initiative in which 13 houses of worship were visited.
- The Department executed an agreement with Elk Grove Unified School District, which allows the Real Time Information Center to access live video feeds and provide real-time updates to officers responding to a critical incident on school campuses.
- The Department launched the Community Sentinel Pilot Program which provides the Real Time Information Center direct access to video intelligence using a business’s existing external camera feeds.

# INFORMATION SERVICES

**Note: The City is in the process of completing a Classification study that is anticipated to be completed prior to the adoption of the Fiscal Year 2024-25 Budget. Organizational Charts and Position Control Listings will be included as part of the Adoption Process of the Annual Budget for City Council consideration.**

# INFORMATION SERVICES

## DEPARTMENT SERVICES

The City-wide Information Services department works collaboratively with all departments to provide first-class technical support. Information Services maintains desktops, printers, mobile devices, phones, and network infrastructure. This department also provides direction to the City's Information Systems, including long-term planning, software and hardware refresh cycles, e-commerce availability, and network security. Information Services maintains data integrity, remote access support, and GIS (Geographic Information Systems) support. This division also focuses on protection against cyber-security threats and enhancements to ensure that City networks and infrastructure are safe and reliable.

## VISION

An innovative and data-driven city.

## MISSION

Make effective use of technology to allow efficient processes and workflows, foster innovation, and empower departments to make data-driven decisions.

## GOALS

- **Equipment & Environment:** Provide a stable and secure technology platform.
- **Processes & Workflows:** Create and maintain processes and workflows to strategically share information between internal and external stakeholders.
- **Education:** Foster knowledge and innovation through the education of staff.
- **Analytics & Intelligence:** Provide methods that enable the city to make data-driven decisions.

**BUDGET SUMMARY**

Expenditures by Category	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 202 to FY 2025 Budget
Compensation	2,788,547	2,816,818	2,816,818	2,919,211	102,393
Operating Expenses	3,275,050	3,582,499	3,556,578	3,885,685	303,186
Internal Services	217,207	193,168	193,168	223,120	29,952
Capital Outlay	327,636	513,415	513,415	172,000	(341,415)
Transfers	338,069	408,821	408,821	480,797	71,976
<b>Total</b>	<b>6,946,509</b>	<b>7,514,721</b>	<b>7,488,800</b>	<b>7,680,814</b>	<b>166,093</b>
<b>Expenditures By Division</b>					
Information Technology Administration	1,308,003	1,670,513	1,670,013	1,809,400	138,887
City-Wide Information Technology	1,946,070	1,944,393	1,937,072	1,944,441	48
Police Information Technology	3,112,251	3,212,411	3,212,411	3,189,358	(23,053)
Geographic Information Systems	580,185	687,404	669,304	737,615	50,211
<b>Total</b>	<b>6,946,509</b>	<b>7,514,721</b>	<b>7,488,800</b>	<b>7,680,814</b>	<b>166,093</b>
<b>Expenditures By Resource</b>					
General Fund	-	-	-	-	-
Information Technology	6,946,509	7,514,721	7,488,800	7,680,814	166,093
<b>Total</b>	<b>6,946,509</b>	<b>7,514,721</b>	<b>7,488,800</b>	<b>7,680,814</b>	<b>166,093</b>

**Note:** The FY 2025 Capital Outlay reduction is due to a number of one-time Capital purchases made in FY 2024 that are either not required again in FY 2025; or the annual costs of which have been moved into the Operating Expenses line.

**Information Technology Administration**

**Division Services**

The citywide Information Technology Administration division encompasses the Chief Information Officer and department admin as they support the entire department. The line items in this division are internally charged to all City departments as they support internet connections, system back-ups, cybersecurity tools, website hosting, and other citywide initiatives.

**Budget Initiatives**

- During the fiscal year, staff will continue to focus on cybersecurity, with proposed budget items to improve monitoring, desktop management, and the City’s overall cybersecurity program. Time and resources towards cybersecurity grow every year, and in the new year, staff will be completing more items to increase monitoring and security. There will also be planning of how we will be converting the City’s domains to the required “.gov” domain.



## Budget Summary

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 202 to FY 2025 Budget
<b>Expenditures by Category</b>					
Compensation	358,381	377,561	377,561	415,385	37,824
Operating Expenses	928,231.01	1,053,866	1,053,366	1,173,314	119,448
Internal Services	21,391.00	8,246	8,246	19,770	11,524
Capital Outlay	-	202,415.00	202,415.00	100,000	(102,415)
Transfers	-	28,425.00	28,425.00	100,931	72,506
<b>Total</b>	<b>1,308,003</b>	<b>1,670,513</b>	<b>1,670,013</b>	<b>1,809,400</b>	<b>138,887</b>
<b>Expenditures By Division</b>					
Information Technology Administration	1,308,003	1,670,513	1,670,013	1,809,400	138,887
<b>Total</b>	<b>1,308,003</b>	<b>1,670,513</b>	<b>1,670,013</b>	<b>1,809,400</b>	<b>138,887</b>
<b>Expenditures By Resource</b>					
General Fund	-	-	-	-	-
Information Technology	1,308,003	1,670,513	1,670,013	1,809,400	138,887
<b>Total</b>	<b>1,308,003</b>	<b>1,670,513</b>	<b>1,670,013</b>	<b>1,809,400</b>	<b>138,887</b>

**Note:** The increase in Operating Expenses is relative to higher Software Support and SaaS (Software as a Service) Support costs and is used to fund the city's Anti-Virus Software and Network Monitoring and Security Programs.

**Note:** Reductions to Capital Outlay are due to a number of one-time Capital purchases made in FY 2024 that are either not required again in FY 2025 or the annual costs of which have been moved into the Operating Expenses line.

## Citywide Information Technology

### Division Services

The Information Technology Services (IT) division works collaboratively with all departments to provide first-class technical support, including long-term planning, software and hardware refresh cycles, e-commerce availability, and network security. IT Services manages the City's various Software as a Service applications, Office 365, and remote access.

### Budget Initiatives

- During the fiscal year, staff will be focusing on online services, increasing cybersecurity monitoring and notification, continuing support of our Enterprise Resource Platform systems, and implementing PowerBI to create data drive dashboards and reporting to support staff making data-driven decisions.

**Budget Summary**

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 202 to FY 2025 Budget
<b>Expenditures by Category</b>					
Compensation	800,024	706,377	706,377	681,963	(24,413)
Operating Expenses	850,620	1,010,901	1,003,580	1,060,690	49,789
Internal Services	51,050	57,276	57,276	60,583	3,307
Capital Outlay	83,212	40,000	40,000	-	(40,000)
Transfers	161,163	129,839	129,839	141,204	11,365
<b>Total</b>	<b>1,946,070</b>	<b>1,944,393</b>	<b>1,937,072</b>	<b>1,944,441</b>	<b>48</b>
<b>Expenditures By Division</b>					
City-Wide Information Technology	1,946,070	1,944,393	1,937,072	1,944,441	48
<b>Total</b>	<b>1,946,070</b>	<b>1,944,393</b>	<b>1,937,072</b>	<b>1,944,441</b>	<b>48</b>
<b>Expenditures By Resource</b>					
General Fund	-	-	-	-	-
Information Technology	1,946,070	1,944,393	1,937,072	1,944,441	48
<b>Total</b>	<b>1,946,070</b>	<b>1,944,393</b>	<b>1,937,072</b>	<b>1,944,441</b>	<b>48</b>

**Note:** Increases to Operating are due to higher Software Support and Equipment Rental costs.

**Note:** The Capital Outlay budget reduction is a result of prior year projects (that had initial capital costs) now being complete.

**Police Information Technology**

**Division Services**

The Police IT staff supports the Police Department by providing and maintaining various computer systems and data that are critical to the operational needs of the Police Department. The Police IT division is a lead and active partner in regional data-sharing networks and is dedicated to providing quality service to its internal and external customers as well as its regional partners.

**Budget Initiatives**

- FY 2025 brings replacement projects that the Police IT division will be looking into upgrading camera systems and in-car data communications while continuing to enhance reporting and dashboard creation to ensure staff have tools to visualize data and be proactive.

## Budget Summary

Expenditures by Category	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 202 to FY 2025 Budget
Compensation	1,218,754	1,279,964	1,279,964	1,327,156	47,192
Operating Expenses	1,411,678	1,378,114	1,378,114	1,513,916	135,802
Internal Services	107,932	93,840	93,840	101,313	7,473
Capital Outlay	244,424	271,000	271,000	72,000	(199,000)
Transfers	129,463	189,493	189,493	174,973	(14,520)
<b>Total</b>	<b>3,112,251</b>	<b>3,212,411</b>	<b>3,212,411</b>	<b>3,189,358</b>	<b>(23,053)</b>
<b>Expenditures By Division</b>					
Police Information Technology	3,112,251	3,212,411	3,212,411	3,189,358	(23,053)
<b>Total</b>	<b>3,112,251</b>	<b>3,212,411</b>	<b>3,212,411</b>	<b>3,189,358</b>	<b>(23,053)</b>
<b>Expenditures By Resource</b>					
General Fund	-	-	-	-	-
Information Technology	3,112,251	3,212,411	3,212,411	3,189,358	(23,053)
<b>Total</b>	<b>3,112,251</b>	<b>3,212,411</b>	<b>3,212,411</b>	<b>3,189,358</b>	<b>(23,053)</b>

**Note:** The decrease in Capital Outlay for FY 2025 is due to a number of one-time Capital purchases made in FY 2024 that are either not required again in FY 2025 or the annual costs of which have been moved into an Operating Expenses line.

## Geographic Information Systems

### Division Services

Geographic Information Systems (GIS) is a technology that serves as a resource to store, analyze, integrate, and display location-based data. GIS resources are used in support of enterprise management systems. GIS staff are responsible for maintaining and distributing authoritative data for multiple geographic layers. As a necessity of this responsibility, GIS is involved in the business workflows of nearly every City department.

### Budget Initiatives

- GIS staff will be focusing on migrating to ArcGIS Pro and continuing to build the Enterprise Portal to create useful tools for staff. Staff will also be working with several departments on their software implementations and ensuring GIS services are connected and running smoothly.

**Budget Summary**

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 202 to FY 2025 Budget
<b>Expenditures by Category</b>					
Compensation	411,388	452,916	452,916	494,707	41,791
Operating Expenses	84,520	139,618	121,518	137,765	(1,853)
Internal Services	36,834	33,806	33,806	41,454	7,648
Capital Outlay	-	-	-	-	-
Transfers	47,443	61,064	61,064	63,689	2,625
<b>Total</b>	<b>580,185</b>	<b>687,404</b>	<b>669,304</b>	<b>737,615</b>	<b>50,211</b>
<b>Expenditures By Division</b>					
Geographic Information Systems	580,185	687,404	669,304	737,615	50,211
<b>Total</b>	<b>580,185</b>	<b>687,404</b>	<b>669,304</b>	<b>737,615</b>	<b>50,211</b>
<b>Expenditures By Resource</b>					
General Fund	-	-	-	-	-
Information Technology	580,185	687,404	669,304	737,615	50,211
<b>Total</b>	<b>580,185</b>	<b>687,404</b>	<b>669,304</b>	<b>737,615</b>	<b>50,211</b>

**FY 2024-25 WORK PLAN SUPPORTING CITY COUNCIL GOALS**

**A high performing and financially stable City government**

- Continue to enhance the City’s Cybersecurity program to adapt to the evolving landscape.
- Implement PowerBi for a citywide effort to support staff in making data-driven decisions.
- Enhance the online services on the City’s website for permitting, licensing, and planning projects.
- Continue empowering users with GIS tools and training to support field data collection, staff creation of quick maps for department use, and support the PowerBi data collection with GIS data.
- Modernize the online map functionality for the General Plan and Private Development maps.
- Improving internet resiliency with redundant high-speed connections.
- Continue to develop guiding policies and use cases for AI implementation as part of our ongoing efforts to ensure responsible and ethical use of the technology.
- Continue consolidating PD and City IT resources to best leverage the Information Services budget.

## FY 2023-24 ACCOMPLISHMENTS

- The Dispatch Communication Center was remodeled with state-of-the-art technology.
- Replaced network switches and standardized platforms and management citywide.
- ArcGIS Enterprise – Installed and trained staff to use the new internal portal.
- Tuned portable radios used by City staff.
- Began implementation of PowerBI.
- Completed Cybersecurity Audit
- Rolled out a new citywide intranet for staff to streamline communication and encourage staff collaboration.
- Completed citywide multi-factor authentication for all users.
- Migrated users to new remote access system.
- Migrated Veripic digital evidence to Axon Evidence for PD.

# DEVELOPMENT SERVICES

**Note: The City is in the process of completing a Classification study that is anticipated to be completed prior to the adoption of the Fiscal Year 2024-25 Budget. Organizational Charts and Position Control Listings will be included as part of the Adoption Process of the Annual Budget for City Council consideration.**

# DEVELOPMENT SERVICES

## MISSION

The Development Services Department promotes safety, livability, and economic vitality through the efficient and collaborative application of permitting processes, housing programs, zoning administration, and code enforcement.

## DEPARTMENT SERVICES

The Development Services Department is responsible for development-related activity in Elk Grove, including current Planning, Housing and Public Services, Building Safety, Development Engineering, Advanced Planning, and Code Enforcement.

**BUDGET SUMMARY**

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Expenditures by Category</b>					
Compensation	2,847,402	4,062,634	4,061,961	5,353,838	1,291,204
Operating Expenses	7,472,128	17,608,919	9,703,765	23,257,252	5,648,333
Internal Services	1,302,878	1,246,800	1,246,800	1,605,366	358,566
Capital Outlay	3,365,573	5,139,800	138,638	7,080,300	1,940,500
Transfers	821,772	1,032,485	1,032,485	1,233,677	201,192
<b>Total</b>	<b>15,809,753</b>	<b>29,090,638</b>	<b>16,183,649</b>	<b>38,530,432</b>	<b>9,439,795</b>
<b>Expenditures By Division</b>					
Planning	2,443,046	6,441,424	2,951,306	5,248,784	(1,192,640)
Housing & Public Service	6,046,176	12,073,803	2,587,619	23,983,494	11,909,691
Building	3,173,127	3,362,592	3,253,604	4,028,026	665,434
Engineering Services	2,664,726	4,043,215	3,983,684	3,127,285	(915,929)
Advanced Planning	263,769	1,290,204	1,289,640	90,000	(1,200,204)
Code Enforcement	1,218,910	1,879,400	2,117,797	2,052,843	173,443
<b>Total</b>	<b>15,809,753</b>	<b>29,090,638</b>	<b>16,183,649</b>	<b>38,530,432</b>	<b>9,439,795</b>
<b>Expenditures By Resource</b>					
General Fund	1,405,874	1,970,435	2,029,910	2,213,564	243,129
Mitigation Funds	41,748	2,166,052	106,052	2,165,955	(97)
Program Fees	31,903	415,250	152,000	402,000	(13,250)
Development Services Fund	8,406,026	12,771,307	11,269,606	10,125,911	(2,645,395)
CDBG Grant	558,468	937,210	631,843	1,385,292	448,082
Development Fees	4,540,705	6,818,830	429,971	14,997,838	8,179,008
Housing and Homelessness	177,818	320,163	147,079	2,306,498	1,986,335
Wilton Rancheria MOU	-	176,984	175,462	113,141	(63,843)
Disaster Recovery	647,210	1,413,854	200,000	1,217,498	(196,357)
Measure E	-	2,100,552	1,041,725	3,602,735	1,502,183
<b>Total</b>	<b>15,809,753</b>	<b>29,090,638</b>	<b>16,183,649</b>	<b>38,530,432</b>	<b>9,439,795</b>

**Note:** FY 2024 Operating Expenses that were budgeted for but not expended are due largely to the timing of anticipated loans for Affordable Housing that did not occur during the fiscal year. In FY 2024, \$6 million is being budgeted for The Lyla project as well as \$2.1 million for the Cornerstone Village project.

**Note:** The Measure E-funded initiatives in FY 2025 include the purchase of an Interim Shelter building as well as initiatives for permanent and transitional housing support.



## Planning

### Division Services

The Planning Division is responsible for reviewing all proposed private land development projects, from new residential, commercial, and office development to large-scale annexations. This division coordinates the review of such projects with other departments and local, regional, state, and federal agencies. This division also provides customer assistance at the public counter. In addition, planning staff provides consulting support to the Planning Commission, advisory committees, and the City Council regarding all land use matters.

The Planning Division provides land use expertise in the implementation of the General Plan, Zoning Code, and other specific plans. It conducts special planning studies, including design guidelines and new ordinances. Furthermore, Planning is responsible for managing the conservation of wildlife habitat and natural resources.

The Environmental Services function within Planning is responsible for completing and/or managing the review of all planning projects for compliance with the California Environmental Quality Act (CEQA), reviewing improvement plans for mitigation compliance, and monitoring developments during construction activities. In addition to advanced planning, activities primarily include work on General Plan zoning amendments, Council-appointed historic preservation and trails committees, market studies, and community development.

### Vision

Growth, development, and preservation consistent with the desired character of the city.

### Mission

Implement City policies, standards, and guidelines; collaborate with stakeholders; and foster process improvements.

### Goals

- Clear policy documents that can be uniformly interpreted and implemented.
- A project review process that is transparent and predictable.
- Applications materials/forms that are easy to understand and uniformly applied to all development projects.
- Stakeholders have adequate time and appropriate methods to collaborate on applications.

## Budget Summary

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Expenditures by Category</b>					
Compensation	1,045,356	1,223,488	1,230,042	1,387,503	164,015
Operating Expenses	532,009	2,198,095	671,423	859,900	(1,338,195)
Internal Services	392,037	454,436	454,436	367,488	(86,948)
Capital Outlay	-	1,970,000	-	2,000,000	30,000
Transfers	473,643	595,405	595,405	633,893	38,488
<b>Total</b>	<b>2,443,046</b>	<b>6,441,424</b>	<b>2,951,306</b>	<b>5,248,784</b>	<b>(1,192,640)</b>
<b>Expenditures By Resource</b>					
General Fund	96,894	100,076	102,576	102,229	
Mitigation Funds	41,748	2,166,052	106,052	2,165,955	
Development Services Fund	2,304,404	4,175,296	2,742,678	2,980,600	(1,194,696)
<b>Total</b>	<b>2,443,046</b>	<b>6,441,424</b>	<b>2,951,306</b>	<b>5,248,784</b>	<b>(1,194,696)</b>

**Note:** The Operating Expenses budget in FY 2024 was increased in response to higher-than-anticipated development activity. Revenues trail the work performed by consultants for Planning projects that are billed to developers.

## Housing and Public Services

### Division Services

The Housing and Public Services Division administers and implements affordable housing and homelessness programming and facilitates partnerships with nonprofit organizations serving the City. This responsibility includes encouraging the development of new housing opportunities for low-income households, including through land acquisition, loans, and subsidies in support of new affordable housing construction, down payment assistance, and other programming. This division also implements programming to address the impacts of homelessness, including directly (for example, through navigation and outreach services and provision of shelter) and through partnerships with many nonprofits and affordable housing developers. This division administers the Community Development Block Grant (CDBG) program, which includes a range of activities primarily benefiting low-income people, the Community Service Grant program for nonprofits, and various housing and community development-related grants, such as CallHome and the Permanent Local Housing Allocation. In coordination with the Strategic Planning and Innovation Division in the City Manager’s Office, this division implements state law related to the Regional Housing Needs Allocation (RHNA), including updates to the General Plan Housing Element and Zoning Code, as needed.

### Vision

A community that meets the housing needs of all its residents in a way that advances equity.

### Mission

Support or provide resources that address shelter, housing, and public service needs of people of all income levels.

**Goals**

- Ensure all residents have access to adequate and affordable housing options.
- Make homelessness a rare, brief, and one-time occurrence.
- Offer support to nonprofits and other governmental organizations to ensure they can meet the needs of residents.

**Budget Initiatives**

Work with affordable housing development partners for two City-owned sites and provide loan funding commitments to support the projects (a 240-unit family project and an 89-unit senior project). Begin design work on two additional City-owned sites. Implement programming to address homelessness using Measure E funding, including outreach and navigation services and a range of shelter and housing options.

**Budget Summary**

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Expenditures by Category</b>					
Compensation	437,668	873,918	554,012	963,193	89,275
Operating Expenses	2,272,935	8,062,391	1,927,275	17,975,794	9,913,403
Internal Services	-	23,959	23,959	33,285	9,326
Capital Outlay	3,335,573	3,100,000	68,838	5,000,000	1,900,000
Transfers	-	13,535	13,535	11,222	(2,313)
<b>Total</b>	<b>6,046,176</b>	<b>12,073,803</b>	<b>2,587,619</b>	<b>23,983,494</b>	<b>11,909,691</b>
<b>Expenditures By Resource</b>					
General Fund	90,071	232,943	-	236,633	3,690
Program Fees	31,903	415,250	152,000	402,000	(13,250)
CDBG Grant	558,468	937,210	631,843	1,385,292	448,082
Development Fees	4,540,705	6,818,830	429,971	14,997,838	8,179,008
Housing and Homelessness	177,818	320,163	147,079	2,306,498	1,986,335
Disaster Recovery	647,210	1,313,854	200,000	1,117,498	(196,357)
Measure E	-	2,035,552	1,026,725	3,537,735	1,502,183
<b>Total</b>	<b>6,046,176</b>	<b>12,073,803</b>	<b>2,587,619</b>	<b>23,983,494</b>	<b>11,909,691</b>

**Note:** FY 2024 Operating Expenses that were budgeted for but not expended are due largely to the timing of anticipated loans for Affordable Housing that did not occur during the fiscal year. In FY 2025, \$6 million is being budgeted for The Lyla project as well as \$2.1 million for the Cornerstone Village project.

**Note:** The Measure E funded initiatives in FY 2025 include a \$2 million increase to Capital Outlay for the purchase of an Interim Shelter building as well as initiatives for permanent and transitional housing support

## Building Safety

### Division Services

The Building Safety Division provides building permit application processing, plan review, inspection services, records maintenance, and permit issuance. Public outreach is provided to promote awareness and education of the value in obtaining required building permits. The Building Safety Division regulates building construction and property use to ensure safe, healthy, sustainable, and accessible environments for occupancy. The Building Safety Division's goals are to review construction plans for compliance with the latest adopted building codes, City ordinances and state and federal laws. Additionally, the Building Safety Division provides education for the public and construction professionals as it relates to new building regulations and methods.

### Vision

A safely built community.

### Mission

Provide plan review services, inspections for code compliance, and be active partners with the development community to ensure project success.

### Goals

- Building Safety is completing a user-friendly post-entitlement permit process with sample documentation for accurate permit submittals that will be posted on the city website. This is in compliance with Government Code section 65913.3.
- Building Safety is looking to create a simplified sign-in process for all customers that come to the Development Services front counter. The pre-developed program and sign-in kiosk are called "Lobby Central." This would allow customers to sign in and allow Development Services to track customers accurately. In addition to customer sign-in, the program would manage wait times and announce and direct customers to the appropriate locations.

## Budget Summary

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Expenditures by Category</b>					
Compensation	334,194	534,589	530,051	564,734	30,145
Operating Expenses	2,285,444	2,206,300	2,101,850	2,622,170	415,870
Internal Services	333,800	365,887	365,887	480,411	114,524
Transfers	219,689	255,816	255,816	360,711	104,895
<b>Total</b>	<b>3,173,127</b>	<b>3,362,592</b>	<b>3,253,604</b>	<b>4,028,026</b>	<b>665,434</b>
<b>Expenditures By Resource</b>					
Disaster Recovery	-	100,000	-	100,000	-
Development Services Fund	3,173,127	3,262,592	3,253,604	3,928,026	665,434
<b>Total</b>	<b>3,173,127</b>	<b>3,362,592</b>	<b>3,253,604</b>	<b>4,028,026</b>	<b>665,434</b>

## Development Engineering

### Division Services

The Development Engineering Division supports private land development activity, including project processing/entitlement review, improvement and landscape plan check, mapping services, and construction and stormwater inspection. The Division provides customer support at the front counter, design and construction standard maintenance, and technical support in administering the City’s Roadway Fee Program and various Community Facilities Districts.

### Vision

All new developments meet the City’s standards and specifications, providing for quality development projects and public infrastructure that can be maintained by the City.

### Mission

Collaborate with development stakeholders to ensure that development projects are consistent with the City’s and residents’ needs.

### Goals

- Identify requirements of a project that need to be implemented to meet the City’s policies and standards.
- Ensure project reviews are thorough, timely, and consistent with City policies and standards while offering flexibility to incorporate industry standards and updates.
- Ensure construction inspection is timely, consistent, and collaborative.
- Ensure that all maps and land actions are in compliance with the Subdivision Map Act and the City’s General Plan, Specific Plans, and other policies.
- Convert contract positions to six City positions to provide core-level services needed to continue and improve upon the Division’s timely and quality response.

## Budget Summary

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Expenditures by Category</b>					
Compensation	160,605	262,075	264,292	953,888	691,813
Operating Expenses	2,039,838	3,438,329	3,376,581	1,482,588	(1,955,741)
Capital Outlay	-	5,300	5,300	80,300	75,000
Internal Services	348,434	187,505	187,505	400,196	212,691
Transfers	115,849	150,006	150,006	210,313	60,307
<b>Total</b>	<b>2,664,726</b>	<b>4,043,215</b>	<b>3,983,684</b>	<b>3,127,285</b>	<b>(915,929)</b>
<b>Expenditures By Resource</b>					
Development Services Fund	2,664,726	4,043,215	3,983,684	3,127,285	(915,929)
<b>Total</b>	<b>2,664,726</b>	<b>4,043,215</b>	<b>3,983,684</b>	<b>3,127,285</b>	<b>(915,929)</b>

**Note:** The Operating Expenses budget in FY 2024 was increased in response to higher-than-anticipated development activity. Revenues trail the work performed by consultants for Engineering projects that are billed to developers.

**Note:** Compensation increases and operating expenses decreases are related to staffing conversions and result in overall budget savings.

## Advanced Planning

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Expenditures by Category</b>					
Operating Expenses	233,769	1,290,204	1,289,640	90,000	(1,200,204)
Capital Outlay	30,000	-	-	-	-
<b>Total</b>	<b>263,769</b>	<b>1,290,204</b>	<b>1,289,640</b>	<b>90,000</b>	<b>(1,200,204)</b>
<b>Expenditures By Resource</b>					
Development Services Fund	263,769	1,290,204	1,289,640	90,000	(1,200,204)
<b>Total</b>	<b>263,769</b>	<b>1,290,204</b>	<b>1,289,640</b>	<b>90,000</b>	<b>(1,200,204)</b>

**Note:** The FY 2024 Budget includes one-time project spending that has rolled over from prior years. The FY 2025 Budget includes funding for Municipal Code Amendments, Climate View Subscriptions as well as General Plan Updates for Circulation and Open Space.

## Code Enforcement

### Division Services

The Code Enforcement Division is committed to enhancing the quality of life for our residents by addressing concerns about unsafe, unhealthy, or unsightly conditions in homes, neighborhoods, and the entire Elk Grove community. This Division enhances the safety, appearance, and quality of life in Elk Grove by educating the public about the standards set forth in the Municipal Code and enforcing standards when necessary. Code Enforcement promotes interactive working partnerships within the city, county, state, and private agencies to enforce these ordinances. With active community awareness and involvement, the Elk Grove community can continue to be a place everyone feels proud to call home.

### Vision

Maintain the highest quality of life for all Community members.

### Mission

Provide outreach and education regarding city ordinances in an effort to maintain a healthy and safe community.

### Goals

- Actively detect, investigate, and address nuisances that can lead to unsafe and unsanitary conditions.
- Partner with landowners and community members to achieve voluntary compliance.
- Participate in public outreach activities to promote education.

### Budget Initiatives

Code Enforcement will continue maximum enforcement efforts related to illegal cannabis cultivation, as well as continue the “proactive enforcement” initiative that began in the fall of 2020. These enforcement efforts will require timely appeal hearings. Additionally, the likely increase in the number of appeal hearings results in added costs due to the overall complexity of the violations under investigation. The impacts of these efforts are included in the budget.

### Budget Summary

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Expenditures by Category</b>					
Compensation	869,579	1,168,564	1,483,564	1,484,519	315,955
Operating Expenses	108,133	413,600	336,997	226,800	(186,800)
Internal Services	228,607	215,013	215,013	323,986	108,973
Capital Outlay	-	64,500	64,500	-	(64,500)
Transfers	12,591	17,723	17,723	17,538	(185)
<b>Total</b>	<b>1,218,910</b>	<b>1,879,400</b>	<b>2,117,797</b>	<b>2,052,843</b>	<b>173,443</b>
<b>Expenditures By Resource</b>					
General Fund	1,218,910	1,637,416	1,927,334	1,874,702	237,286
Measure E	-	65,000	15,000	65,000	-
Wilton Rancheria MOU	-	176,984	175,462	113,141	(63,843)
<b>Total</b>	<b>1,218,910</b>	<b>1,879,400</b>	<b>2,117,797</b>	<b>2,052,843</b>	<b>173,443</b>

**Note:** The FY 2024 increase in Operating Expenses was directly related to contracting costs associated with shortages in staffing.

## FY 2024-25 WORK PLAN SUPPORTING CITY COUNCIL GOALS

### A vibrant community and sustainable economy with diverse businesses and amenities

#### Planning

- Update application materials/forms so that they are easy to understand and uniformly applied to all development projects.
- Continue progress toward the completion of the Elk Grove Crossings and Bilby Ridge Annexation Projects, which will expand the City’s housing, employment, and recreation opportunities.
- Complete the adoption of the Elk Grove Historic Registry to provide additional protection to a number of the City’s historic buildings.
- Continue to support projects that promote the development of vacant/underutilized infill sites, such as the Sutter Campus Expansion and the Dunisch Road Subdivision.



### Housing and Public Services

- Implement the programs in the 2021-2029 Housing Element aimed at increasing housing supply and affirmatively furthering fair housing.
- Select affordable housing development partners for two City-owned sites, expanding the number of units available to lower-income households who live and/or work in Elk Grove.

### Advanced Planning

- Complete the Triennial Update to the Old Town Special Planning Area.

## **A safe and resilient community**

### Planning

- Continue to review and manage projects pursuant to the California Environmental Quality Act (CEQA), including internal and third-party preparation of documents necessary for compliance with CEQA.
- Continue to enforce the City's Climate Action Plan and General Plan Policies related to Vehicle Miles Traveled (VMT) for new development.

### Housing and Public Services

- Continue to participate in regional efforts to significantly reduce homelessness and evaluate local project opportunities that may address homeless needs through expenditure of Measure E funds, and other funds that may be available.
- Ensure a consistent winter sheltering option exists for people experiencing homelessness in Elk Grove.

### Code Enforcement

- Code Enforcement will continue to maintain high levels of responsiveness to reported nuisances through monitoring and improving upon the division's current performance measures, including seeking improvements in graffiti abatement and illegal fireworks enforcement.
- Implement strategies to improve outcomes using proactive education for a broader scope of violations.

## **A high performing and financially stable City government**

### Planning, Building Safety and Development Engineering

- Continue to work toward improving the experience for our customers by moving the permitting, plan check, and inspection processes to a fully digital platform business. This will allow residents to interact with Development Services in a seamless and more informative way.

### Building Safety

- Proactively updating public information to be user-friendly and accessible.
- Promote a user-friendly, convenient process for online permitting and inspection scheduling.
- Ensure timely responses to plan review permit submittals.
- Convey information to the development community prior to regulation and program changes.

### Code Enforcement

- Continue using strategies related to the use of fees and fines that ensure enforcement costs are borne by the violator and not by the taxpayers.

## FY 2023-24 ACCOMPLISHMENTS

### Planning

- Planning managed the ongoing review of projects pursuant to the California Environmental Quality Act (CEQA) requiring third party preparation of environmental documents. Some notable projects include the Guardian Madeira Apartments, the Village Shopping Center, and the Triangle Point North Commercial Center
- Processed the approval of nearly 500 new multi-family residential units including 160 units for affordable housing.

### Housing and Public Services

- Worked with 30+ nonprofits to provide needed funding to the community throughout the year.
- Hired two homeless services navigators to conduct outreach and provide services and connections to housing for Elk Grove residents experiencing unsheltered homelessness.
- Established and funded the Enhanced Winter Sanctuary program, which provided up to 30 adults per night with 24/7 shelter, food, and social services aimed at connecting them to housing.
- Connected 39 households (a total of 109 people) experiencing homelessness to permanent housing.
- Selected two affordable housing development partners for City-owned sites (Abode Communities for 240 family units at Sheldon Farms North and Mutual Housing California for 89 senior units in Old Town).
- Provided support to affordable housing projects under construction (Poppy Grove, Lyla, and Pardes I) and those in conceptual phases (Cornerstone Village, Pardes II, and Elk Grove Apartments).
- Reclaimed transitional housing and permanent housing resources from a City partner facing bankruptcy.

### Building Safety

- Building Safety is expanding customer service for the public, enabling them to view building safety permit information online with a permit look-up tool on the city website. The goal of this process is to reduce the number of public information requests received by staff and allow the public to easily search for permit records themselves.
- Building and Safety has implemented a streamlined solar permitting process in coordination with Solar App+. This allows the customer to obtain a rapid permit for residential solar systems.
- Building and Safety reached a milestone with the newly constructed Kubota facility and have completed a Temporary Certificate of Occupancy so the business can open and operate while offsite infrastructure is being completed.
- Building and Safety developed and implemented procedures to support the City's Climate Action Plan. This includes developing a program enabling staff to enter pertinent information for the tracking of the CAP-TIER 1 required projects, the number of electric vehicle capable positions, the number of electric vehicles installed, and the tracking of all-electric structures. The Building and Safety division also developed reporting methods to support the Strategic Planning team.

### Development Engineering

- Development Engineering furthered the implementation of project intake and reviews, with the goal of incorporating construction inspection reviews and approvals as the next step in the process of coordinating approvals between Development Services and the Building Division.
- Development Engineering continued to work with Public Works and developers' engineers to identify and update standard specifications that have become problematic or outdated due to new materials, construction methods and/or practices, or other industry developments.
- Development Engineering implemented a Continuous Improvement Working Group made up of office and field staff to identify and address issues in policy or practice that need modification to streamline the project review and approval process.
- Development Engineering brought on a dedicated Traffic Engineer to review and approve development plans and coordinate with Public Works on signalization review, approval, turn-on, and acceptance into the City-maintained system.

### Code Enforcement

- Code Enforcement continued to hold an annual landlord education meeting in the fall to educate rental housing owners about best practices and public nuisance issues.
- Code Enforcement secured a contract for graffiti abatement and has begun using the contractor to abate graffiti within the City.
- Code Enforcement secured a contract for abandoned shopping carts and has begun using the contractor for collecting abandoned carts within the City.
- To improve the monitoring of Short-Term Rentals, Code Enforcement adopted new permit requirements for all Short-Term Rentals in the City.
- Staff assigned one dedicated Code Enforcement Officer to each of the five police patrol beats; this allows for improved partnerships with Cosumnes Community Services District Fire stations, Elk Grove Police, crime prevention and Problem Oriented Policing Officers, including neighborhood watch groups and Home-Owners Associations. This change also ensured quality of life concerns were addressed more consistently and efficiently.
- This year, Code Enforcement continued to perform at a high efficiency rate, with 98% of cases closed with voluntary compliance.

# PUBLIC WORKS

**Note: The City is in the process of completing a Classification study that is anticipated to be completed prior to the adoption of the Fiscal Year 2024-25 Budget. Organizational Charts and Position Control Listings will be included as part of the Adoption Process of the Annual Budget for City Council consideration.**

# PUBLIC WORKS

## MISSION

Public Works will cost-effectively manage the operation, maintenance, rehabilitation, modification, and expansion of the City's transportation, facilities, fleet, landscaping, recycling and waste, drainage, and flood control to meet current and future demands.

## DEPARTMENT SERVICES

The Department of Public Works provides design, construction, and maintenance services to operate the City's existing transportation infrastructure, including the road network, drainage system, and all associated components (sidewalks, lights, signals, landscaping, etc.). In addition, Public Works manages the City's Recycling & Waste, and Facilities and Fleet Divisions.

**Budget Summary**

<b>Expenditures by Category</b>	<b>FY 2023 Actual</b>	<b>FY 2024 Amended Budget</b>	<b>FY 2024 Estimate</b>	<b>FY 2025 Budget</b>	<b>Change from FY 2024 to FY 2025 Budget</b>
Compensation	5,952,642	10,186,023	6,540,989	10,973,709	787,687
Operating Expenses	20,832,770	26,649,394	12,135,154	25,367,633	(1,281,761)
Internal Services	1,605,018	2,201,681	1,651,259	2,803,033	601,352
Capital Outlay	2,160,896	3,207,218	1,869,352	1,341,850	(1,865,368)
Transfers	1,193,210	1,216,635	866,069	1,231,642	15,007
<b>Total</b>	<b>31,744,537</b>	<b>43,460,950</b>	<b>23,062,822</b>	<b>41,717,867</b>	<b>(1,743,083)</b>
<b>Expenditures By Division</b>					
Public Works Administration	1,849,280	2,459,551	1,698,304	2,561,089	101,539
Capital Program Administration	2,020,016	3,171,387	1,590,056	3,587,645	416,258
Operations & Maintenance	17,700,587	20,129,576	10,211,711	20,149,786	20,210
Engineering Support	3,912,927	5,173,165	2,197,156	5,142,610	(30,555)
Traffic Engineering Service	-	2,312,757	749,152	1,955,099	(357,658)
Recycling & Waste	2,713,918	3,734,079	2,106,389	3,659,821	(74,258)
Facilities and Fleet	3,547,809	6,480,436	4,510,055	4,661,816	(1,818,620)
<b>Total</b>	<b>31,744,537</b>	<b>43,460,950</b>	<b>23,062,822</b>	<b>41,717,867</b>	<b>(1,743,083)</b>
<b>Expenditures By Resource</b>					
Assessment Districts	798,104	1,534,483	856,014	1,775,712	241,229
Community Facilities District	4,269,451	5,585,642	2,440,000	6,291,553	705,911
Development Impact Fees	80,976	80,000	52,659	65,000	(15,000)
Disaster Recovery	12,188	38,219	10,969	-	(38,219)
Drainage Fee	7,045,885	6,643,556	3,569,643	6,334,052	(309,504)
Facilities & Fleet	3,510,258	6,161,610	4,242,321	4,594,816	(1,566,794)
Gas Tax	3,333,930	3,759,087	2,316,485	3,805,441	46,354
General Capital Reserve	-	30,000	-	-	(30,000)
General Capital Reserve	620	230,607	227,790	-	(230,607)
Library Funding	24,743	50,000	28,975	67,000	17,000
Measure A	3,732,542	4,991,271	2,089,794	3,675,283	(1,315,988)
Measure E	-	1,337,841	135,221	1,398,306	60,465
Open Space Preserve	-	7,030	-	7,030	-
Public Works Fund	6,392,303	8,988,054	4,986,564	9,993,852	1,005,798
Recycling & Waste Grants	326,163	157,027	97,804	-	(157,027)
Recycling & Waste-Administration	599,591	1,013,152	484,359	1,263,709	250,558
Recycling & Waste-Commerical	412,014	821,033	459,330	578,692	(242,340)
Special Waste Collection Center	1,205,767	1,740,340	1,064,895	1,817,419	77,079
Street Trench	-	100,000	-	50,000	(50,000)
Wilton Rancheria MOU	-	192,000	-	-	(192,000)
<b>Total</b>	<b>31,744,537</b>	<b>43,460,950</b>	<b>23,062,822</b>	<b>41,717,867</b>	<b>(1,743,083)</b>

**Note:** Budget variances are explained in the individual Division sections.

## Public Works Administration

### Division Services

The Administration division provides executive, management, and logistical support to the various divisions of the Department.

### Vision

A supportive and high-functioning organization.

### Mission

Provide appropriate structure and necessary resources for staff to perform their duties and achieve their goals.

### Goals

- Ensure the Department is fully staffed with all approved positions filled.
- Provide training for staff to obtain necessary skills.
- Develop policies and procedures that provide staff with standard guidelines for performing work within the Department.
- Promote open lines of communication and collaboration across divisions/program areas.

### Budget Initiatives

- Budget for all Cityworks cloud-based software expenses within the administration division to better track total costs and changes over time. This excludes eligible expenses budgeted within enterprise funds (Recycling and Waste).
- Promote membership in professional service organizations such as the American Public Works Association to increase interagency networking, benchmarking, advocacy, and training opportunities.
- Offer department-wide training and team-building opportunities to enhance teamwork and efficiency.

## Budget Summary

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Expenditures by Category</b>					
Compensation	617,605	1,174,570	759,297	1,235,476	60,907
Operating Expenses	390,070	411,442	276,647	603,695	192,253
Internal Services	793,720	844,710	633,530	691,930	(152,780)
Capital Outlay	-	-	-	-	-
Transfers	47,885	28,829	28,829	29,988	1,159
<b>Total</b>	<b>1,849,280</b>	<b>2,459,551</b>	<b>1,698,304</b>	<b>2,561,089</b>	<b>101,539</b>
<b>Expenditures By Resource</b>					
Public Works Fund	1,849,280	2,459,551	1,698,304	2,561,089	101,539
<b>Total</b>	<b>1,849,280</b>	<b>2,459,551</b>	<b>1,698,304</b>	<b>2,561,089</b>	<b>101,539</b>

**Note:** The Internal Services expenses are a formula-based cost allocation that is based on data from two years prior to the budget. FY 2022 actuals were significantly higher than FY 2023, accounting for the decrease in FY 2025 Internal Services

**Note:** The primary funding source for this division is revenue allocations from the General Cost Allocation Plan. These revenue allocations are funded by expenditure charges to a variety of funds that this division supports.

## Capital Program Administration

### Division Services

The Capital Program Division manages the City's active transportation, community enhancement, drainage, facility, and transportation projects from inception up to construction and provides design support and fiscal oversight during construction. This division manages the department's five-year Capital Improvement Program (CIP), pursues funding sources to leverage the City's limited local dollars, and manages related grants. Staff works closely with other regional transportation partners, such as the Sacramento Area Council of Governments (SACOG), Sacramento Transportation Authority (STA), Caltrans, Capital Southeast Connector JPA, etc., to coordinate transportation improvement plans and funding.

### Vision

Deliver City Infrastructure Projects.

### Mission

Construct and maintain public infrastructure that meets the current and future needs of the community with an environmental stewardship focus.



## Goals

- Design and construct quality projects efficiently and cost-effectively.
- Secure and utilize grant opportunities to close funding gaps for impactful projects.
- Deliver projects that enhance the current and future needs of the community.

## Budget Initiatives

- Continue to convert project management and delivery services from consultant staff augmentation to City FTE, thereby reducing overall costs and increasing operational and organizational benefits.
- Purchase and implement new project management software to replace antiquated software. This is intended to improve efficiency and reduce project costs through streamlined documentation, tracking, and reporting.
- Purchase and implement new grant management software (Amplifund) to better support and enhance the process of identifying, applying for, and managing grants. The goal is to identify and apply for more grants that could result in more grant awards for the City. The Amplifund software will also provide better resources for tracking and managing grants that are awarded, resulting in a more efficient and less time-consuming process, freeing up staff to perform other work.

## Budget Summary

	FY 2023 Actual	Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Expenditures by Category</b>					
Compensation	568,958	1,720,178	759,603	2,262,697	542,519
Operating Expenses	764,872	778,733	305,002	676,230	(102,503)
Internal Services	373,505	305,637	229,228	273,781	(31,856)
Capital Outlay	-	37,767	37,767	-	(37,767)
Transfers	312,681	329,072	258,456	374,937	45,865
<b>Total</b>	<b>2,020,016</b>	<b>3,171,387</b>	<b>1,590,056</b>	<b>3,587,645</b>	<b>416,258</b>
<b>Expenditures By Resource</b>					
Development Impact Fees	80,976	80,000	52,659	65,000	(15,000)
Drainage Fee	13,444	-	-	-	-
General Capital Reserve	-	30,000	-	-	(30,000)
Public Works Fund	1,925,596	3,061,387	1,537,397	3,522,645	461,258
<b>Total</b>	<b>2,020,016</b>	<b>3,171,387</b>	<b>1,590,056</b>	<b>3,587,645</b>	<b>416,258</b>

**Note:** The FY 2025 Compensation budget factors in 8 City Engineering positions that were added for FY 2024. 7 in the Capital Program Administration division, and 1 in the Engineering Services division, although all 8 are funded in the Capital Program division. FY 2025 reflects the first full year of these positions funded in this division.

**Note:** Savings in FY 2025 operations are largely due to a reduction in consultant staffing due to the onboarding of City engineering staff. Additional reductions and savings in consulting costs will occur in a variety of Capital Program funds as a result of this staffing conversion.

## Operations and Maintenance

### Division Services

Funded by a variety of special revenue and capital project funds, the Operations and Maintenance (O&M) Division operates and maintains City streets, signage and markings, landscaping including District 56, street lighting, traffic signals, creeks and channels, stormwater collection system, street sweeping, and pump stations. O&M also manages and maintains the City's computerized maintenance management system and pavement management program, updates City infrastructure inventory, provides emergency management for street maintenance and drainage during storm events and other emergencies, as well as responds to citizen service requests. Additional functions include support for capital projects, community events, and assisting other City departments as needed.

### Vision

Protect and maintain the City's infrastructure at the highest possible level.

### Mission

Operate, maintain, and improve the City's infrastructure efficiently and effectively while providing excellent customer service. To review current conditions, track useful life, plan for the future, and provide value in service, all while providing public safety and communicating with the public in a timely manner.

### Goals

- Respond to all residents in a professional and timely manner.
- Provide useful and efficient methods for submitting requests and reporting issues.
- Provide maintenance in efficient and cost-effective ways.
- Maintain the City's infrastructure to a level that exceeds industry standards.

### Budget Initiatives

- With newly hired City staff and purchased equipment, O&M will continue to improve the delivery of services and maintenance of the City's infrastructure.
- Complete the City's Corp Yard Master Plan Update.
- Continue to improve landscaping through expanded City management and oversight.
- Continue to utilize systems and technology that derive data-backed decisions. Continue to improve the level of service provided through expanded program maintenance and fix-it-first approaches.

### Budget Summary

Expenditures by Category	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
Compensation	2,228,251	3,726,275	2,444,750	3,684,815	(41,460)
Operating Expenses	13,819,617	15,620,713	7,399,427	15,225,470	(395,243)
Internal Services	-	374,259	280,694	814,279	440,020
Capital Outlay	1,652,719	389,344	72,601	414,000	24,656
Transfers	-	18,985	14,239	11,222	(7,763)
<b>Total</b>	<b>17,700,587</b>	<b>20,129,576</b>	<b>10,211,711</b>	<b>20,149,786</b>	<b>20,210</b>
<b>Expenditures By Division</b>					
Administration	2,297,969	4,620,145	2,889,592	4,923,457	303,312
Parks	4,104,895	5,341,664	2,119,648	5,567,479	225,815
Road CIP	1,186,044	995,153	825,277	2,402,030	1,406,877
Road Drainage	5,157,296	3,051,413	1,813,518	2,927,240	(124,174)
Road Streetlight	931,239	1,201,800	548,182	712,500	(489,300)
Roads	2,657,264	3,627,814	1,168,435	1,803,334	(1,824,480)
Traffic	875,427	750,779	542,910	969,900	219,121
Traffic Devices	490,453	533,168	299,872	279,346	(253,821)
Urban Forestry	-	-	-	520,000	520,000
Old Town Plaza	-	7,640	4,279	44,500	36,860
<b>Total</b>	<b>17,700,587</b>	<b>20,129,576</b>	<b>10,211,711</b>	<b>20,149,786</b>	<b>20,210</b>
<b>Expenditures By Resource</b>					
Assessment Districts	798,104	1,534,483	856,014	1,775,712	241,229
Community Facilities District	4,269,451	5,585,642	2,440,000	6,291,553	705,911
Drainage Fee	5,986,021	4,427,494	2,788,956	4,093,432	(334,062)
Gas Tax	2,961,897	3,148,968	1,912,117	3,150,021	1,053
Measure A	3,685,114	4,568,083	1,826,391	3,364,264	(1,203,819)
Measure E	-	338,091	67,938	505,306	167,215
Open Space Preserve	-	7,030	-	7,030	-
Public Works Fund	-	519,785	320,297	962,467	442,682
<b>Total</b>	<b>17,700,587</b>	<b>20,129,576</b>	<b>10,211,711</b>	<b>20,149,786</b>	<b>20,210</b>

**Note:** The FY 2024 increase in compensation is due to the onboarding of 6 new positions. FY 2025 decrease in compensation is relative to an adjustment to anticipated pension costs to better reflect actual costs.

**Note:** The internal service and transfer costs for O&M were included in the Administration division table through FY 2023, per the General Cost Allocation and Internal Service Plan.

## Engineering Services

### Division Services

The Engineering Services Division (ESD) provides engineering support for all functions of public works through its three sections: Drainage Engineering, Construction Management and Public Works Permits.

### Drainage Engineering

The Drainage Engineering Section services are funded by the City's Drainage Fund. This section is responsible for delivering drainage and flood control services, maintaining data and monitoring requirements for the City's Storm Water National Pollutant Discharge Elimination System (NPDES) MS4 permit, partnering with the Sacramento Storm Water Quality Partnership, providing engineering support to the Capital Improvement Program, reviewing development projects, managing and providing response strategies to storm-related issues, updating storm utility fees, and managing and resolving flooding issues. The Engineering Services Division also participates in the Sacramento Central Groundwater Authority, works towards ensuring implementation of the Groundwater Sustainability Plan, and coordinates efforts to safeguard groundwater quality in the South American Subbasin.

### Construction Management

The Construction Management Section manages the construction phase of all Capital Improvement Program projects for the City. The section relies heavily on consultants to provide the construction management and oversight of the different CIP projects, from construction contract award to project acceptance and handoff to the Division of Operations & Maintenance. The section oversees consultant contracts and construction contracts, including all their activities. The Construction Management Section also reviews projects in the design development phase and provides constructability review comments with the goal of reducing construction conflicts and ambiguity to avoid delays and cost overruns. The services provided by this section are primarily funded through Capital Improvement Program projects.

### Permits Section

The Public Works Permits Section provides permitting, coordination, inspection, and oversight of activities that impact the public right of way. These activities generally include road and/or lane closures; installation or repairs of municipal and private utility facilities in the public right of way, such as sewer, water, power, and telecommunications lines; as well as the permitting of oversize and/or overweight transport vehicles that travel through the city. This section also issues Street Use Permits for major events, such as marathons, that will impact city streets, as well as permitting road closures for annual block parties. Permit applications for the installation of wireless "small cell" facilities on city street light poles are reviewed and issued for locations that are approved and included in Master License Agreements with the cellular providers.

The Engineering Services Division also oversees the City's Standards Review Committee. This committee is responsible for maintaining, reviewing, and revising City standards, including Standard Construction Specifications, Standard Drawings, and Improvement Standards. The objective of the committee is to define procedures and processes to bring consistency, diligence, efficiency, and transparency in updating standards. The committee is composed of individuals from the Public Works and Development Services Departments.

### Vision

A city that efficiently issues right-of-way permits, prioritizes safety, and preserves the City's existing infrastructure.

### Mission

Collaborate with applicants, engage with residents, and process permits effectively while ensuring compliance with City standards and ordinances.

### Goals

- Ensure staff efficiency for thorough, timely, and consistent responses to permit submittals.
- Provide up-to-date information to residents regarding permit activity within the City’s right of way.

### Budget Initiatives

- Continue a comprehensive update to the City’s Storm Drainage Master Plan.
- Update the City’s 200-year floodplain map.
- Implement Cityworks Permits, Licensing, and Land module within the Public Works Permit Section.

### Budget Summary

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Expenditures by Category</b>					
Compensation	1,245,913	1,355,187	935,600	1,342,272	(12,915)
Operating Expenses	2,425,352	3,428,450	956,437	3,080,163	(348,287)
Internal Services	47,089	243,264	182,448	483,439	240,175
Capital Outlay	68,735	-	-	65,750	65,750
Transfers	125,838	146,264	122,672	170,986	24,722
<b>Total</b>	<b>3,912,927</b>	<b>5,173,165</b>	<b>2,197,156</b>	<b>5,142,610</b>	<b>(30,555)</b>
<b>Expenditures By Resource</b>					
Drainage Fee	876,039	2,213,534	780,688	2,240,620	27,086
Gas Tax	372,033	50,000	7,159	50,000	-
Measure A	47,428	-	-	-	-
Street Trench	-	100,000	-	50,000	(50,000)
Public Works Fund	2,617,427	2,809,631	1,409,310	2,801,990	(7,641)
<b>Total</b>	<b>3,912,927</b>	<b>5,173,165</b>	<b>2,197,156</b>	<b>5,142,610</b>	<b>(30,555)</b>

**Note:** Reductions to Operating Expenses from FY 2024 are relative to some consulting services being brought in-house, as well as one-time purchases in FY 2024 specific to creek monitoring and costs relative to enabling specialized mapping capabilities.

### Traffic Engineering Division

#### Division Services

Traffic Engineering services are funded via the Public Works Administration Fund, private development, maintenance programs, Measure A, and Gas Tax funds. Services include management and oversight of traffic operations within the City, including traffic investigations, traffic signal operations, traffic volume counts, Speed Control Program, establishing speed limits, performing traffic analysis, performing public outreach, and identifying future improvements to the City’s street network.

## Vision

Provide a safe and efficient transportation network for all users.

## Mission

Identify and implement transportation network improvements with the collaboration of community members, internal departments, and outside agencies.

## Goals

- Timely and effective implementation of traffic control devices.
- Reduce traffic congestion within the city.
- Provide a safe transportation network for all modes of travel.

## Budget Initiatives

- Continue implementation of the Traffic Congestion Management Plan, which identifies specific strategies for more efficient management of the City's traffic system. This includes continuing to fund traffic data collection and analysis as well as implementation of several pilot studies to examine new technologies and traffic management strategies that could make the system more efficient.
- Utilize timing plan evaluation services to audit traffic signal timing plans and implement new timing plans.
- Evaluate the recent GPS located Emergency Vehicle Pre-Emption Pilot Program and analyze if this is a resource the Police Department could utilize.
- Implement citywide travel time and traffic volume software.
- Implement traffic calming measures through the Speed Control Program.

### Budget Summary

Expenditures by Category	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
Compensation	-	576,807	438,428	727,439	150,632
Operating Expenses	-	1,631,196	238,840	1,227,660	(403,536)
Capital Outlay	-	104,754	71,884	-	(104,754)
<b>Total</b>	<b>-</b>	<b>2,312,757</b>	<b>749,152</b>	<b>1,955,099</b>	<b>(357,658)</b>
<b>Expenditures By Resource</b>					
Gas Tax	-	560,119	397,210	605,420	45,301
Measure A	-	423,188	263,402	311,019	(112,169)
Measure E	-	999,750	67,283	893,000	(106,750)
Wilton Rancheria MOU	-	192,000	-	-	(192,000)
Public Works Fund	-	137,700	21,257	145,660	7,960
<b>Total</b>	<b>-</b>	<b>2,312,757</b>	<b>749,152</b>	<b>1,955,099</b>	<b>(357,658)</b>

**Note:** Traffic Engineering was a new division in FY 2024. Operating expenses in FY 2025 are anticipated to be less than FY 2024 due to reductions in anticipated spending for Street Trench, Encroachment Permits, and one-time purchases in FY 2024 that are not recurring in FY 2025.

## Recycling and Waste

### Division Services

The Recycling & Waste Division manages the City’s solid waste services, including residential and commercial waste and the Special Waste Collection Center (SWCC). In addition to the direct solid waste management efforts, the division plans, coordinates, promotes, and implements citywide solid waste reduction, recycling, composting, and public education activities. The division also works with the City’s Code Enforcement Division on illegal dumping, illegal hauling, waste and recycling compliance, and other issues of non-compliance to ensure that Elk Grove is clean and safe. The SWCC serves as a facility for residents and businesses to dispose of household hazardous waste in a safe and convenient manner. The SWCC also houses a recycling center allowing residents to recycle items that are too large or voluminous to fit in their curbside recycling carts.

One of the primary functions of the Recycling & Waste Division is to ensure that the City is meeting its state-mandated diversion requirements, which include implementing any new regulations set by the State to meet those requirements. In 2016, the Governor signed Senate Bill 1383, which requires all jurisdictions in California to implement mandatory organic recycling for all generators (residents and businesses). This measure includes several requirements, such as a comprehensive inspection and enforcement program as well as extensive recordkeeping and reporting requirements.

### Vision

To ensure efficient waste management services, outreach, and education, and to continue to expand recycling and hazardous disposal programs within the City.

### Mission

To advance sustainable and efficient waste management services that increase diversion and reduce waste through recycling, reuse, and recovery of organic waste in Elk Grove.

**Goals**

- Increase awareness of recycling and waste reduction programs and practices among residents and businesses.
- Administer contracts with residential and commercial waste haulers and other contractors comprehensively through regular communications, audits, and tracking of services.
- Expand the Recycling and Waste Division's capacity to innovate and improve through regional collaborations, partnerships, professional development, and investing in new technologies.

**Budget Initiatives**

- Increase public access to the Special Waste Collection Center by increasing from 4 to 5 operational days per week to include both Saturday and Sunday.
- Continue to implement SB 1383 by increasing regional capacity for food recovery through the Edible Food Working Group and through continued focus on public education to help residents and commercial businesses understand the requirements.

**Budget Summary**

	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
<b>Expenditures by Category</b>					
Compensation	591,631	846,817	593,029	963,479	116,662
Operating Expenses	1,437,298	2,207,627	1,081,874	2,037,339	(170,288)
Internal Services	208,372	228,822	171,617	291,909	63,087
Transfers	476,616	450,813	259,869	367,094	(83,719)
<b>Total</b>	<b>2,713,918</b>	<b>3,734,079</b>	<b>2,106,389</b>	<b>3,659,821</b>	<b>(74,258)</b>
<b>Expenditures By Division</b>					
Recycling & Waste Administration	1,492,365	1,959,525	1,027,755	1,842,402	(117,123)
Special Waste Collection Center	1,221,553	1,774,554	1,078,634	1,817,419	42,864
<b>Total</b>	<b>2,713,918</b>	<b>3,734,079</b>	<b>2,106,389</b>	<b>3,659,821</b>	<b>(74,258)</b>
<b>Expenditures By Resource</b>					
Recycling & Waste Grants	326,163	157,027	97,804	-	(157,027)
Recycling & Waste-Administration	599,591	1,013,152	484,359	1,263,709	250,558
Recycling & Waste-Commerical	412,014	821,033	459,330	578,692	(242,340)
Special Waste Collection Center	1,205,767	1,740,340	1,064,895	1,817,419	77,079
Drainage Fee	170,382	2,528	-	-	(2,528)
<b>Total</b>	<b>2,713,918</b>	<b>3,734,079</b>	<b>2,106,389</b>	<b>3,659,821</b>	<b>(74,258)</b>

**Note:** Operating expenses in FY 2025 are anticipated to be less than FY 2024 due to increased grant funding as well as decreases in advertising, software, and promotional costs.



## Facilities and Fleet

### Division Services

The Facilities Division maintains and repairs City-owned and leased properties including:

- City Hall campus located at 8380, 8400 and 8401 Laguna Palms Way
- Property and Evidence Building 9362 Studio Court
- Rain Garden Plaza at 9385 Laguna Springs Drive
- Fleet Facility at 10190 Iron Rock Way
- Corporation Yard at 10250 Iron Rock Way
- Elk Grove Library at 8900 Elk Grove Boulevard
- Future Elk Grove Library at 9260 Elk Grove Boulevard
- Old Courthouse (Teen Center) at 8978 Elk Grove Boulevard
- Special Waste Collection Center at 9255 Disposal Lane
- Aquatics Center at 9701 Big Horn Blvd
- District56 at 8230 Civic Center Drive
- Animal Shelter at 9150 Union Park Way
- Old Town Plaza at 9615 Railroad Street
- Old Town Parking lot at 9108 Elk Grove Boulevard
- 10251 Grantline Road
- 8663 Kammerer Road

Facilities will continue ongoing utilization planning, modification of existing facilities and specification development, and contract oversight of Public Works projects.

Fleet Services supports all operational aspects of the City's fleet of vehicles and equipment. This includes procurement, maintenance, fueling and disposal, which effectively allow other departments to perform their department missions.

### Vision

Well maintained fleet of vehicles and buildings for City staff, residents, and visitors, with safe event set up/tear downs.

### Mission

To support the operations of other City departments by providing safe and dependable vehicles, equipment, facilities, and special events.

### Goals

- To minimize fleet maintenance downtime.
- Facilities that are maintained efficiently and in a cost-effective way.
- Events that are adequately supported.

## Budget Initiatives

- The Fleet Division will be required to replace 16 vehicles and purchase 4 additional vehicles for increased City services.
- Assist with project management:
  - Assist in the delivery of the 8380/8400 Laguna Palms Way Tenant Improvement projects for the Police Department
  - Assist with the refurbishment of the Rite Aid Building into a new Library
  - Continue development of the electric vehicle charging infrastructure for City facilities and the vehicle fleet

## Budget Summary

Expenditures by Category	FY 2023 Actual	FY 2024 Amended Budget	FY 2024 Estimate	FY 2025 Budget	Change from FY 2024 to FY 2025 Budget
Compensation	700,284	786,189	610,282	757,531	(28,658)
Operating Expenses	1,995,560	2,571,233	1,876,926	2,517,075	(54,158)
Internal Services	182,332	204,989	153,742	247,695	42,706
Capital Outlay	439,442	2,675,353	1,687,100	862,100	(1,813,253)
Transfers	230,190	242,672	182,004	277,415	34,743
<b>Total</b>	<b>3,547,809</b>	<b>6,480,436</b>	<b>4,510,055</b>	<b>4,661,816</b>	<b>(1,818,620)</b>
<b>Expenditures By Division</b>					
Facility Management	1,882,936	2,389,165	1,773,449	2,191,894	(197,271)
Fleet Services	1,664,873	4,091,271	2,736,606	2,469,922	(1,621,349)
<b>Total</b>	<b>3,547,809</b>	<b>6,480,436</b>	<b>4,510,055</b>	<b>4,661,816</b>	<b>(1,818,620)</b>
<b>Expenditures By Resource</b>					
General Capital Reserve	620	230,607	227,790	-	(230,607)
Disaster Recovery	12,188	38,219	10,969	-	(38,219)
Facilities & Fleet	3,510,258	6,161,610	4,242,321	4,594,816	(1,566,794)
Library Funding	24,743	50,000	28,975	67,000	17,000
<b>Total</b>	<b>3,547,809</b>	<b>6,480,436</b>	<b>4,510,055</b>	<b>4,661,816</b>	<b>(1,818,620)</b>

**Note:** The increase in Fleet costs in FY 2024 was relative to vehicles purchased in advance of the anticipated need to allow for sufficient time to upfit the vehicles for duty.

## FY 2024-25 WORK PLAN SUPPORTING CITY COUNCIL GOALS

### A vibrant community and sustainable economy with diverse businesses and amenities

#### Capital Program

- Advance the design of the expanded Library at 9260 Elk Grove Boulevard.
- Continue to design the Laguna Creek Inter-Regional Trail Crossing at State Route 99.

#### Operations and Maintenance

- Maintain citywide landscaping and highway interchanges at a service level that promotes a vibrant and beautiful city.

#### Recycling & Waste

- Increase accessibility and service at the Special Waste Collection Center by adding an additional operating day to enable the facility to be open 5 days per week Saturday through Wednesday

### A safe and resilient community

#### Operations and Maintenance

- Continue to prioritize fix it first and program maintenance to ensure city infrastructure is operational and safe.
- Continue to prioritize street maintenance to ensure safe and efficient roadways.

#### Engineering Services

- Continue a comprehensive update to the City's Storm Drainage Master Plan.
- Update the City's 200-year floodplain map.

#### Traffic Engineering

- Install speed control improvements at various locations in the City.
- Continue to pursue Highway Safety Improvement Program grant funds each cycle to implement improvements to support a safer transportation network for all modes.

#### Recycling & Waste

- Continue ongoing public outreach and education to residents and businesses regarding the importance of waste reduction, reuse, recycling, and organics recovery.
- Through education, outreach, and enforcement, decrease the amount of edible food going to landfills in alignment with SB 1383 and divert it to local food recovery organizations in order to feed people facing food insecurity (Edible Food Recovery Working Group).

### A high performing and financially stable City government

#### Capital Program

- Complete the construction of the 8380 and 8400 Laguna Palms Way Tenant Improvement projects to expand the Police Department's operations.

#### Operations and Maintenance

- Identify areas of improvement for staff and enact changes by implementing regular training programs to keep staff current with modern technology, techniques, and processes.

## PUBLIC WORKS

- With the use of computerized maintenance management systems, embrace new ideas and innovation to deliver services more efficiently with the use of the latest technologies.

### Engineering Services

- Continue to perform monthly reviews of all encroachment and street use permit fees and related professional service billings to ensure the City is recovering costs for service and there are no outstanding balances due to the City.

### Traffic Engineering

- Maintain the traffic and road closure web pages and provide up-to-date information about traffic management projects and initiatives.

### Recycling & Waste

- Continue to perform an annual review of all Recycling & Waste Division rates, fund balances, and fiscal projections to ensure assessed solid waste rates and administrative fees adequately recover costs for service and are flexible to meet changing needs over time.
- Perform regular audits of reports and fee payments from commercial haulers to ensure all appropriate revenue is captured.

## **A city with infrastructure that meets its current and future needs.**

### Capital Program

- Continue final design and right of way for the Kammerer Road I-5 to Bruceville Project.
- Continue construction of the Citywide Traffic Signal Enhancement and Congestion Relief Project and advance toward the December 2025 completion date.
- Pursue grant funding to finance projects in the CIP.

### Operations and Maintenance

- Perform resurfacing, crack sealing, and ADA upgrades for a total of 21 million square feet of roadway and 135 ADA ramps.
- Complete Corp Yard Master Plan
- Continue to maintain City infrastructure through program maintenance.

### Engineering Services

- Monitor encroachments and work within City rights of way and require repairs to City infrastructure as needed.
- Continue a comprehensive update to the City's Storm Drainage Master Plan.

### Traffic Engineering

- Collect data on vehicle movement patterns (traffic counts) used to analyze system operation and make necessary changes to signal corridor coordination and signal timing.

### Facilities & Fleet Services

- Provide professional, preventative maintenance and repair services for all City-owned facilities, vehicles, and equipment.
- Develop long-term master plan and implementation strategies for City facilities.
- Replace all approved budgeted vehicles per the vehicle replacement program and purchase additional vehicles necessary to support expanded services.

## FY 2023-24 ACCOMPLISHMENTS

### Capital Program

- Converted two consultant staff positions to City staff, including a Senior Civil Engineer and Assistant Engineer.
- On schedule to award contracts for 30 capital projects.
- Completed NEPA on Kammerer Road Two Lane Extension I-5 to Bruceville Road Project and started ROW and Final Design.
- Started the implementation of Amplifund Grant Management Software to increase accessibility to potential funding sources, efficiently manage grants, ensure compliance, and maximize the funding.

### Operations and Maintenance

- Resurfaced and crack sealed 21.3 million square feet of roadway. Upgraded 174 curb ramps to current ADA standards. Increased the City's overall average Pavement Condition Index (PCI) to 80.
- Replaced 2,881 street signs.
- In-house street sweeping program went live, sweeping nearly 40,000 miles of roadway.
- Implemented a 10-year storm drainpipe cleaning program.
- 800 Trees planted.
- Added six new positions helping reduce response time and improve level of service.
- Upgraded 79 traffic signals with most current version controllers.

### Engineering Services

- Collaborated city-wide, updated the municipal code, and published a new Truck Routes Map.
- Finalizing the City's 2024 Standard Construction Specifications, 2024 Standard Drawings, and 2024 Improvement Standards, expected to be published in May 2024.
- Overhauled the Transportation Permitting process and started a collaboration with the Police Department for proper enforcement.
- Installed stream gauges within the City's creeks and channels that provide real-time rain accumulation, water level, and water temperature information to better assist the Operations and Maintenance Division and Emergency Operations Center with flood fighting and flood preparation activities.
- Issued an RFP for professional engineering services and selected a consultant to perform a comprehensive update of the City's Storm Drain Master Plan.

### Traffic Engineering

- Completed construction of the Bradshaw Sheldon Road Roundabout Striping Project.
- Began construction of the Citywide Traffic Signal Enhancement and Congestion Relief Project, which was combined to include the ITS5a, Adaptive Signal Pilot, and HSIP Cycle 10 safety improvements projects.
- Received full amount of 3 HSIP grant applications for safety enhancements for raised crosswalks, bike lanes, and guardrail upgrades.

### Recycling & Waste

- Completed inspections of all Tier 1 commercial food generators in Elk Grove to promote City-wide compliance with SB 1383
- Implemented a robust RFP process for the operation of the City's Special Waste Collection Center with award pending contract negotiations.
- Supported the launch of the Edible Food Recover Group, which will start awarding \$1.5 million in grant funds before the end of the fiscal year to support food recovery organizations and increase regional capacity.

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## PUBLIC WORKS

- Promoted residential source-separation of organics in accordance with SB 1383 through continued public outreach and through collaborating with Republic Services to roll out new color-coded and clearly labeled carts for events in Elk Grove
- Secured a second SB 1383 local assistance grant in the amount of \$446,392.00 to advance residential and commercial organics recovery in Elk Grove over the coming year.
- Purchased 26 additional and 24 replacement vehicles.
- Prepared Rite Aid building for Enhanced Winter Sanctuary.

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## INTRODUCTION

The 2024-2029 Capital Improvement Program (CIP) describes the alternative transportation modes, community enhancements, drainage, facilities, and transportation capital improvements planned by the City for a five-year period from Fiscal Year 2024-25 through Fiscal Year 2028-29.

State law (Government Code Sections 65103(c) and 65401) requires the City's planning agency (the Planning Commission) to review and report on proposed CIP projects for conformity with the General Plan. The Planning Commission reviewed the projects listed in this CIP on April 18, 2024, and adopted a Resolution deeming it consistent with the City of Elk Grove's General Plan.

As a multi-year program that includes forecasts of anticipated capital improvement expenditures, the CIP links the project development process with the City's fiscal planning process. The expenditures shown for the first year of the CIP comprise the Capital Budget for the upcoming fiscal year (FY 2024-25), which is adopted by the City Council as part of the Annual Appropriation Resolution. Subsequent years are also included in the CIP, although these future years are subject to change as more detailed engineering analyses become available, possible changes in priorities, updates or revisions to anticipated revenues, and/or changes in cost and funding projections are identified.

The information included in the CIP is based on the best information available at the time the program was developed (November 2023 - April 2024). Next year an updated five-year CIP will be submitted for consideration to the City Council with adjustments to project budgets, funding sources, descriptions, and/or schedules.

## FUNDS AVAILABLE FOR THE CAPITAL IMPROVEMENT PROGRAM

The Capital Improvement Program is funded from a variety of funding sources. The fund categories typically used for capital projects are described as follows for reference:

### **General Fund – 100 Series**

This is the City's main operating fund, which pays for basic services such as governance, administration, public safety, and quality of life functions.

### **Special Revenue Funds – 200 Series**

These funds account for revenues received or set aside for a specific purpose, such as public safety and recycling grants, street maintenance, and environmental mitigation.

### **Capital Project Funds – 300 Series**

These funds account for the acquisition or construction of major capital facilities. Revenue sources include federal and state grants, development impact fees, and special taxes from community facility districts.

### **Enterprise Funds – 500 Series**

These funds account for specific services funded directly by fees and charges to users and are intended to be self-supporting. Functions such as transit, drainage, and integrated waste are captured in enterprise funds.



### **Internal Service Funds – 600 Series**

These funds are created to finance and account for services and commodities provided to internal City departments rather than directly to the public. Examples of internal services are risk management, information technology, facilities management, and fleet services.

### **Unsecured Funding – 900 Series**

These funds are unsecured. Typically, these funds are related to potential grant funding or a fee program that has not yet been adopted. The purpose of including these funds in the CIP is to allow the CIP to capture a known need on an active project, any required local matching funds that may need to be reserved, and to assist in establishing the funding priorities. In rare instances, you may see a potential funding source that has not been identified. This is done when a project is such a priority that the City decides to move forward with an early phase of the project, such as the Kammerer Road Extension Project.

A more detailed description of the individual funds is contained in the section titled Fund Descriptions.

## **GENERAL CAPITAL IMPROVEMENT PROGRAM DEVELOPMENT**

The CIP includes capital projects expected to be undertaken during the upcoming five fiscal years. Each year the City reviews the prior CIP, adjusts the timing and scope of previously programmed projects if needed, moves projects to completed, and adds new and future projects. These revisions are based on the following factors.

- Implementation of the City's General Plan
- Implementation of other City Plans such as
  - Bicycle, Pedestrian and Trails Master Plan
  - Laguna Creek Inter-Regional Trail Master Plan
  - Storm Drainage Master Plan
  - Intelligent Transportation System (ITS) Master Plan
  - Traffic Congestion Management Plan (TCMP)
  - Autonomous and Connected Vehicle Readiness Plan
  - Climate Action Plan (CAP)
  - Community Mobility Resilience Plan
  - Various Facility Master Plans
- Implementation of identified improvements in various fee programs, including the Roadway Fee Program
- Award of grant funding by outside agencies
- City Council Mission, Vision, Goals, High Priority Projects, and direction
- Existing traffic deficiencies and congestion
- Projected traffic patterns based on assumptions regarding expected development.
- Maintenance and safety needs for roadways
- Maintenance needs for drainage and building facilities.
- Development improvements and entitlements
- Implementation of Facilities' planning and priorities
- Input and coordination with the Public, Advisory Committees, Stakeholders, and other Agencies.
- Improvements in quality of life and economic development
- Consistency with regional and statewide plans
- Compliance with regulatory permitting and
- Availability of funding over the five-year program and for future grants

The City's Municipal Code Section 21.15 defines a capital project as a project that constructs physical improvements with a total project cost of over \$250,000. As such, the CIP does not include projects with a total cost of \$250,000 or less. Studies that would not necessarily result in physical improvements are also not included. For reference, a listing of these minor projects and studies is provided in the section titled Minor Public Works Projects and Studies so that a complete picture is provided of all the work that is proposed, both major and minor.

## GENERAL PROGRAM OVERVIEW

The CIP is organized into five (5) Programs: Alternative Transportation Modes, Community Enhancements, Drainage, Facilities, and Transportation. Projects are placed in the Program based on their scope as follows:

### **ALTERNATIVE TRANSPORTATION MODES (WAM)**

This Program includes projects that would provide an alternative to traditional vehicular use. The projects would encourage pedestrian and bicycle use, otherwise known as alternative transportation modes. All new projects in this program will have a WAM designation unless it is a Trail or an Accessibility project. Trail projects will use a WTL designation, and Accessibility projects will have a WAC designation. Trail and Accessibility projects are still part of the Alternative Transportation Modes Program, but providing a separate identifier allows for easier reporting on these types of improvements in the future. Examples of typical improvements for these projects include:

- Curb ramps (installations or retrofits) (WAC)
- Americans with Disability Act (ADA) improvements (WAC)
- Sidewalk infill
- Trails (WTL)
- Bike lanes or bike routes

### ***Laguna Creek Inter-Regional Trail***

The Laguna Creek Inter-Regional Trail has been identified as the highest-priority trail corridor by the Elk Grove Trails Committee. This regional trail will provide access to various schools, transit, disadvantaged communities, and residential and commercial uses along the corridor. The limits of the trail begin in the rural area of Elk Grove and will follow Laguna Creek in a northwest direction across the city to Franklin Boulevard and the Cycle Track, which connects to a City of Sacramento light rail station and a future passenger rail station. The Inter-Regional Trail has several gaps that need to be closed to function as an inter-regional facility. When complete, this trail will include 7.6 miles within Elk Grove and 2.75 miles within Sacramento.

The Laguna Creek Inter-Regional Trail Master Plan (WAM011) was adopted by the City Council on February 22, 2023, and included more detailed conceptual designs for six discrete segments of the trail. Two of the segments located in Sacramento include Consumnes River Boulevard (Franklin light-rail station) to Franklin Boulevard and Center Parkway from North Laguna Creek Park to Elk Grove's northern border. The other four locations within Elk Grove were Lewis Stein Road to State Route 99, Waterman Road to Sierra Drive, Bradshaw Road to Kapalua Lane, and Van Ruiten Lane to Grant Line Road. In addition, the Laguna Creek Trail and Bruceville Road Sidewalk Improvements Project (WTL019) west of State Route 99

## CAPITAL IMPROVEMENT PROGRAM

incorporate a segment of the identified improvements, while the remaining segments will be considered for future CIP Projects as funding becomes available.

The Laguna Creek Trail Crossing at State Route 99 Project (WTL016), will construct a Class 1 overcrossing facility for non-motorized transportation over State Route 99. This project received \$2,000,000 from Omnibus Appropriations and was awarded \$6,874,000 in Regional Active Transportation Program funding to fully fund the project through construction. The design contract was awarded in March 2023 and construction is anticipated in 2026. This segment will connect on the west side of State Route 99 with the Laguna Creek Trail and West Stockton Blvd. Multi-Modal Improvements Project (WAM009) is anticipated to be under construction in the summer of 2024. To the east will be a trail segment connecting Camden Park, which is identified as the Laguna Creek Trail - Camden Lake to East Stockton Blvd/State Route 99 (WTL018). The Mitigated Negative Declaration (MND) and Mitigation Monitoring and Reporting Program (MMRP) were adopted by the Council for Laguna Creek & Whitehouse Creek Multi-Functional Corridor Project (WDR018) on July 26, 2023.

The Laguna Creek Trail (Waterman Road to Sierra Drive/Segment 4) (WTL042), has been added to the CIP as a potential recipient of grant funding. This project proposed a grade-separated trail crossing of Waterman Road near the intersection of Bond Road. At this intersection, Waterman Road has six travel lanes, including turning lanes, and Bond Road has seven travel lanes, including turning lanes. This segment between Waterman Road and Sierra Drive will include a 12' bicycle and pedestrian path and 2' shoulders on each side. Nearby destinations include Pleasant Grove High School, Katherine Albiani Middle School, and Elk Grove Elementary School, along with several parks.

### **COMMUNITY ENHANCEMENTS (WCE)**

This Program includes projects that would construct or improve various community enhancements. Examples of typical improvements include:

- Landscaping
- Plazas
- Parks
- Street Lighting

#### ***Laguna Ridge and Southeast Policy Area Parks***

In partnership with the Cosumnes Community Services District (CSD), the City continues to develop parks in Laguna Ridge and the Southeast Policy Area (SEPA). The City collects fees associated with these parks and holds lands until they can be used for a park. The CSD designs, bids, builds, operates, and maintains the parks. Parks are developed as funds become available from the fees the City collects and when land becomes available. Design on the new 9-acre Mendes Park (WCE034), located in the Mendes Subdivision within SEPA, and the one-acre Sun Grove Park (WCE012), located within Laguna Ridge, will initiate design in the spring of 2024, with construction anticipated to begin in the summer of 2025. The Madeira East-South Park (WCE013) in SEPA was funded in 2024 and will begin design later this year.

## **DRAINAGE (WDR)**

This Program includes projects that would construct, improve, or restore drainage and flood control facilities, as well as improve stormwater quality. Examples of typical improvements include:

- Culverts
- Roadside ditches
- Underground drainage systems
- Outfalls
- Channels/swales
- Detention basins
- Pump stations
- Creeks
- Weirs
- Stream gauges
- Flood control facilities/levee improvements
- Erosion and sedimentation control
- Water quality features

### ***Development Oriented Drainage Projects***

The Southeast Industrial Area Storm Drain Improvements Project (WDR052), located southeast of Grant Line Road and east of Union Pacific Railroad, was completed in early 2024, with Phase Two construction beginning in the summer of 2024. Phase Two will close the gap between Phase One and the Kubota development.

### ***Drainage Maintenance Projects***

The City maintains over 2.2 miles of storm drain lines and inspects the entire City in a ten-year cycle. This proactive approach of identifying segments in need of repair ahead of critical failures allows the City to choose the most appropriate and fiscally responsible solution. Storm Drain Repairs – North of Sheldon Area (WDR056) identified corroded corrugated storm drain lines that will receive Cured-In-Place-Pipe lining (CIPP) to extend the useful life of the system by another 50 years without damaging the roadways with open trenches to repair the line.

## **FACILITIES (WFC)**

This Program includes projects that would construct or improve City-owned facilities and utilities. Examples of facilities in this program include the following:

- City Hall Campus
- Corporation Yard
- Animal Shelter
- District56
- Special Waste Collection Center (SWCC)
- 9260 Elk Grove Blvd. Library Improvements Project
- Teen Center
- Other City Facilities

***Elk Grove Boulevard Library***

The City purchased the building and site at 9260 Elk Grove Boulevard, formerly occupied by Rite-Aid, in April of 2021 to use as an expanded library. The City secured a Building Forward Grant of \$4,465,374 and received \$3,000,000 in the 2022 California State Budget through a Targeted Grant to fund the 9260 Elk Grove Boulevard Library Improvements Project (WFC046). These funds will be used to remodel the existing building and move existing library furnishings, fixtures, and equipment from 8900 Elk Grove Boulevard if needed. Construction is anticipated to begin in the winter of 2024/2025.

***PD Facility Projects***

The Police Department Facilities at 8380 and 8400 Laguna Palms Way are currently under construction for tenant improvements (WFC038 and WFC039) to accommodate staffing growth and operational needs for the next ten years. Improvements include optimizing existing spaces to provide more workstations, new offices, and new conference rooms. The project also includes rehabilitating the roof system and replacing Heating, Ventilation, and Air Conditioning (HVAC) units that have reached the end of their useful life. This project will allow the Police Department to continue to serve the community as the city grows.

**TRANSPORTATION (WTR)**

This Program includes projects that would construct or improve traditional vehicular transportation facilities and includes pavement resurfacing (WPR) and traffic control (WTC). Examples of typical facilities include:

- Roads (new construction or widening)
- Pavement resurfacing or reconstruction (WPR)
- Traffic control (signing, striping, signals, and roundabouts) (WTC)
- Intelligent Transportation Systems (ITS)
- Traffic calming (traffic circles, speed control) (WTC)

All new projects in this program will have a WTR designation unless it is a pavement resurfacing or traffic control project. Pavement resurfacing projects will continue to use a WPR designation, and traffic control projects will continue to use a WTC designation. Pavement resurfacing and traffic control projects are still part of the Transportation Program, but providing a separate identifier allows for easier reporting of the programs in the future. Existing projects will continue with their previous designation until they are complete.

**Pavement Management Program**

Staff have been using the StreetSaver pavement management program since 2003 to track the condition of the City's pavement assets. The use of this tool is common throughout the public works field. StreetSaver includes all the City's public streets in a database, along with the pavement area and current condition. The pavement condition rating is based on several factors that, when input, provide a numerical score or pavement condition index (PCI) that is between 0 and 100, with 0 being essentially a gravel road and 100 corresponding to a new road. An average PCI of 70 or above is considered excellent/good. Elk Grove's current average PCI is 80, which is in the 90<sup>th</sup> percentile in California and the highest in Sacramento County. The PCI has increased since 2017 due to more accurate field inspection data input into the program and increased maintenance treatments like crack sealing and newly built streets. The City must continue to invest in pavement maintenance to maintain the current average PCI. The CIP includes an Annual Pavement Maintenance Project (WPR025 for FY 2024-2025) each year. In addition, funds are earmarked for the following four years in the Annual Pavement Maintenance Years 2-5 Project (WPR011). The proposed Measure E expenditure plan will increase the funding available for pavement maintenance

## CAPITAL IMPROVEMENT PROGRAM

by \$1.59 million each year for a five-year total contribution of \$7.95 million toward these paving projects. The City has programmed more than \$55 million in funds for this work over the next five years.

Additional information, including an interactive five-year planned surface treatments map, can be found at the following link:

<https://www.elkgrovecity.org/public-works/pavement-management-program>

### ***Kammerer Road Extension Project***

This project is programmed in the current CIP as a two-lane extension of Kammerer Road from Lent Ranch Parkway to Interstate 5 (WTR014). This initial work is the first phase of a larger four-lane project currently in the Environmental Phase. The California Environmental Quality Act (CEQA) was approved in 2018, and the National Environmental Policy Act (NEPA) was approved in 2023. Final design and Right of Way acquisition are currently underway while the City continues to pursue grant funding for the project's construction.

### ***Whitelock Parkway/State Route 99 Interchange Project***

This project will construct a new interchange on State Route 99 with a bike/pedestrian crossing, realignment or modifications to East Stockton Boulevard, and widening of Whitelock Parkway. Caltrans, in coordination with the City, initiated the preparation of the Draft Environmental Impact Report (EIR) in October 2022.

### ***Old Town Elk Grove***

The City continues to develop improvements in the Old Town Elk Grove area that will improve access to residents and businesses through walking, biking, and transit options. The City will continue the design of the Old Town Area Streetscape Project Phase 2 (WTR012) to further improve access for pedestrians, bicyclists, and transit users. The project was awarded \$2,000,000 from Omnibus Appropriations towards construction, bringing the total grant funding to \$7,494,800. Construction is anticipated in early 2026 following the right-of-way phase.

### ***Congestion Relief***

In April 2019, the City's Public Works Engineering Services Division finalized a Traffic Congestion Management Plan (TCMP). The TCMP identifies projects and initiatives that should be implemented to better manage congestion now and in the future. Projects and initiatives identified in the TCMP range from widening roads and increasing capacity to more efficient traffic system management using innovation and technology. In addition, congestion relief projects are added to the CIP as needs dictate and funding becomes available.

In addition to the capacity-increasing projects identified in the CIP, several other congestion management projects are included. The City received grant funding for the Intelligent Transportation System (ITS) Phase 5A Project in 2019. In 2021, the City also received grant funding for the Traffic Signal Enhancements Project and Elk Grove Blvd Adaptive Traffic Signal Pilot Project. The City combined all three of these grants into one large project called the Citywide Traffic Signal Enhancement and Congestion Relief Project (WTR094). This Project will provide signal enhancements and congestion relief on major roadways throughout the City. Improvements include upgrading the City's traffic signal communication network with added fiber optic lines and connections to signals as well as enhanced copper ethernet switches, development of an adaptive

## CAPITAL IMPROVEMENT PROGRAM

traffic signal corridor on Elk Grove Boulevard from Backer Ranch Road to Elk Grove-Florin Road, adding video vehicle detection to include advanced dilemma zone detection and improved bicycle and motorcycle detection, as well as more reliable traffic count and turning movement data. The Project also includes replacing traffic signal backplates with new backplates with reflective yellow borders and replacing all 8-inch signal heads with 12-inch heads at 76 intersections. This project was awarded, and construction will begin in the summer of 2024.

### **PRIOR YEAR ACTIVE PROJECTS**

In a continuing effort to simplify this document and make it more transparent, the active projects that are not receiving additional funding in the five (5) year CIP are listed in the section titled Prior Year Active Projects.

## CAPITAL EXPENDITURES OVERVIEW

### **Planned Expenditure Summary**

The CIP funds \$233 million in alternative transportation modes, community enhancements, drainage, facilities, and transportation capital improvements over the next five years. A variety of funding sources support the 2024-29 CIP, including the General Fund (100 series), Special Revenue Funds (200 Series), Capital Project Funds (300 series), Enterprise Funds (500 series), and Internal Service Funds (600 series). Funds 998 and 999 are used to capture the known, currently unfunded needs within the CIP and are detailed in the “Unsecured Funding” section. A summary of the proposed new funding for the CIP, by funding source and fiscal year, is shown in Table 1 and Exhibits A and B. A second summary is provided in Table 2, which captures the Minor Public Works Projects and Studies. This is intended for information only and is not part of the CIP.



**TABLE 1 - 2024-2029 CAPITAL IMPROVEMENT PROGRAM EXPENDITURES BY FUNDING SOURCES**

Funding Source(s)	FY 24/25	FY 25/26	FY 26/27	FY 27/28	FY 28/29	Total
106 GF Capital Reserve Fund	\$1,167,000	\$0	\$0	\$0	\$0	\$1,167,000
109 Measure E	\$2,050,000	\$2,050,000	\$2,050,000	\$2,050,000	\$2,050,000	\$10,250,000
221 Gas Tax	\$1,106,000	\$0	\$0	\$304,000	\$0	\$1,410,000
227 SB1 Streets and Roads	\$4,692,000	\$4,500,000	\$4,800,000	\$4,800,000	\$4,800,000	\$23,592,000
240 Disaster Recovery ARPA	\$1,798,400	\$0	\$0	\$0	\$0	\$1,798,400
241 CDBG	\$760,641	\$600,000	\$600,000	\$600,000	\$600,000	\$3,160,641
246 Wilton Rancheria	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$2,500,000
261 Street Maint District #1 Zone 1	\$800,000	\$800,000	\$800,000	\$800,000	\$800,000	\$4,000,000
263 Street Maint District #1 Zone 3	\$160,000	\$225,000	\$250,000	\$300,000	\$300,000	\$1,235,000
265 Street Maint District #1 Zone 5	\$1,200,000	\$1,200,000	\$500,000	\$600,000	\$600,000	\$4,100,000
280 Library Ownership/Maint	\$1,184,139	\$0	\$0	\$0	\$0	\$1,184,139
294 Measure A Maintenance	\$2,981,110	\$2,848,000	\$2,800,000	\$2,800,000	\$2,800,000	\$14,229,110
301 Federal Capital Grants 1	\$500,000	\$11,677,000	\$0	\$0	\$0	\$12,177,000
302 State Capital Grants 1	\$2,332,800	\$0	\$0	\$0	\$0	\$2,332,800
305 L TF - Bikes & Pedestrian	\$400,000	\$0	\$68,000	\$68,000	\$0	\$536,000
311 CFF - City Administrative Facilities	\$104,000	\$0	\$0	\$0	\$0	\$104,000
317 CFF - Bus Facilities	\$60,000	\$450,000	\$0	\$0	\$0	\$510,000
324 E Franklin Landscape Fee	\$0	\$0	\$100,400	\$1,211,600	\$0	\$1,312,000
328 Elk Grove Roadway Fee	\$5,018,000	\$6,000,000	\$11,742,100	\$0	\$0	\$22,760,100
332 LRSP Supl. Park Facilities Fee	\$990,000	\$1,070,000	\$2,310,000	\$0	\$0	\$4,370,000
338 External Agencies Fund	\$1,086,000	\$0	\$0	\$0	\$0	\$1,086,000
341 CFD 2002-1 East Franklin	\$0	\$0	\$8,000,000	\$0	\$0	\$8,000,000
344 CFD 2005-1 Laguna Ridge	\$508,242	\$1,980,000	\$0	\$0	\$0	\$2,488,242
351 Federal Capital Grants 2	\$2,635,000	\$0	\$5,627,000	\$0	\$0	\$8,262,000
356 SEPA Parks	\$4,830,080	\$0	\$0	\$0	\$0	\$4,830,080
361 Debt Proceeds- PD Improvements	\$208,369	\$0	\$0	\$0	\$0	\$208,369
368 Active Transportation Fee	\$1,187,700	\$1,000,000	\$0	\$680,000	\$0	\$2,867,700
393 Meas A Safety/StScape/Bike/Ped	\$555,000	\$150,000	\$150,000	\$150,000	\$150,000	\$1,155,000
394 Meas A Traffic Control & Safety	\$0	\$316,000	\$0	\$0	\$0	\$316,000
503 Drainage Fee	\$1,861,264	\$1,899,288	\$1,200,000	\$1,200,000	\$1,200,000	\$7,360,552
602 Facilities and Fleet	\$20,000	\$0	\$0	\$0	\$0	\$20,000
998 Potential Grant	\$3,680,000	\$1,500,000	\$73,296,400	\$5,542,000	\$0	\$84,018,400
<b>Total Programmed Funds</b>	<b>\$44,375,744</b>	<b>\$38,765,288</b>	<b>\$114,793,900</b>	<b>\$21,605,600</b>	<b>\$13,800,000</b>	<b>\$233,340,532</b>

**TABLE 2 - MINOR PUBLIC WORKS PROJECTS AND STUDIES EXPENDITURES BY FUNDING SOURCES**

Funding Source(s)	FY 24/25	FY 25/26	FY 26/27	FY 27/28	FY 28/29	Total
<b>106 GF Capital Reserve Fund</b>	\$65,000	\$0	\$0	\$0	\$0	<b>\$65,000</b>
<b>109 Measure E</b>	\$100,000	\$0	\$0	\$0	\$0	<b>\$100,000</b>
<b>221 Gas Tax</b>	\$70,000	\$0	\$0	\$0	\$0	<b>\$70,000</b>
<b>328 Elk Grove Roadway Fee</b>	\$175,000	\$90,000	\$0	\$0	\$0	<b>\$265,000</b>
<b>332 LRSP Supl. Park Facilities Fee</b>	\$25,000	\$0	\$0	\$0	\$0	<b>\$25,000</b>
<b>341 CFD 2002-1 East Franklin</b>	\$15,000	\$0	\$0	\$0	\$0	<b>\$15,000</b>
<b>343 CFD 2003-1 Poppy Ridge</b>	\$8,000	\$0	\$0	\$0	\$0	<b>\$8,000</b>
<b>344 CFD 2005-1 Laguna Ridge</b>	\$27,000	\$0	\$0	\$0	\$0	<b>\$27,000</b>
<b>393 Meas A Safety/StScape/Bike/Ped</b>	\$200,400	\$0	\$0	\$0	\$0	<b>\$200,400</b>
<b>394 Meas A Traffic Control &amp; Safety</b>	\$125,000	\$0	\$0	\$0	\$0	<b>\$125,000</b>
<b>503 Drainage Fee</b>	\$20,000	\$0	\$0	\$0	\$0	<b>\$20,000</b>
<b>Total Programmed Funds</b>	<b>\$830,400</b>	<b>\$90,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$920,400</b>

## UNSECURED FUNDING

The CIP includes a funding category titled Unsecured Funding – 900 Series. The specific fund related to this CIP is *Potential Grant (Fund 998) and Unidentified Funds (Fund 999)*. The purpose of including these funding categories in the CIP is to allow the CIP to capture a known need on an active, high-priority project such as Kammerer Road and to assist in establishing funding priorities.

The projects in the 5-year plan that include potential grants and unidentified funds are shown in Table 3.

**TABLE 3 - 2024-2029 CAPITAL IMPROVEMENT PROGRAM PROPOSED PROJECT EXPENDITURES FOR FUNDS 998 OR 999**

Project #	Project Name	Unsecured Total	Project Total	Unsecured % of Total
WAC036	Sidewalk Infill Improvements	\$1,700,000	\$2,075,500	82%
WAM020	Bike and Pedestrian Crossing Improvements	\$1,614,000	\$2,018,000	80%
WCE040	Public EV Charging Infrastructure	\$500,000	\$1,213,000	41%
WFC046	9260 Elk Grove Boulevard Library Improvements	\$1,000,000	\$15,203,304	7%
WFC053	Fleet EV Charging Infrastructure	\$1,000,000	\$1,113,000	90%
WTL019	Laguna Creek Trail and Bruceville Rd. Sidewalk Improvements	\$1,000,000	\$6,146,660	16%
WTL042	Laguna Creek Trail Segment 4- Waterman Road to Sierra River Dr	\$3,521,000	\$4,372,000	81%
WTR014	Kammerer Rd Phase 1: Two-Lane Extension I-5 to Bruceville Road	\$73,578,400	\$127,186,966	58%
WTR103	Comprehensive Safety Action Plan and Demonstration	\$680,000	\$850,000	80%

**Potential Grants (Fund 998)** represent project funding needs that are reasonably anticipated to be available from grants in the coming 5 fiscal years but are not currently secured, nor is the timing certain. The City regularly receives state and federal grants for projects, most frequently, but not exclusively for roadway and bicycle/pedestrian projects.

The Kammerer Road Phase 1: Two-Lane Extension I-5 to Bruceville (WTR014) is a regionally beneficial project and provides a safer alternative for Union Pacific Railroad crossings which will likely position this project to seek competitive grant funding.

**Unidentified Funds (Fund 999)** represent project funding needs that are reasonably anticipated to be available from local funds in the future but are not currently secured, nor is the timing certain. No current project has these funds listed over the coming 5 fiscal years.

## ANTICIPATED FUNDING CHALLENGES

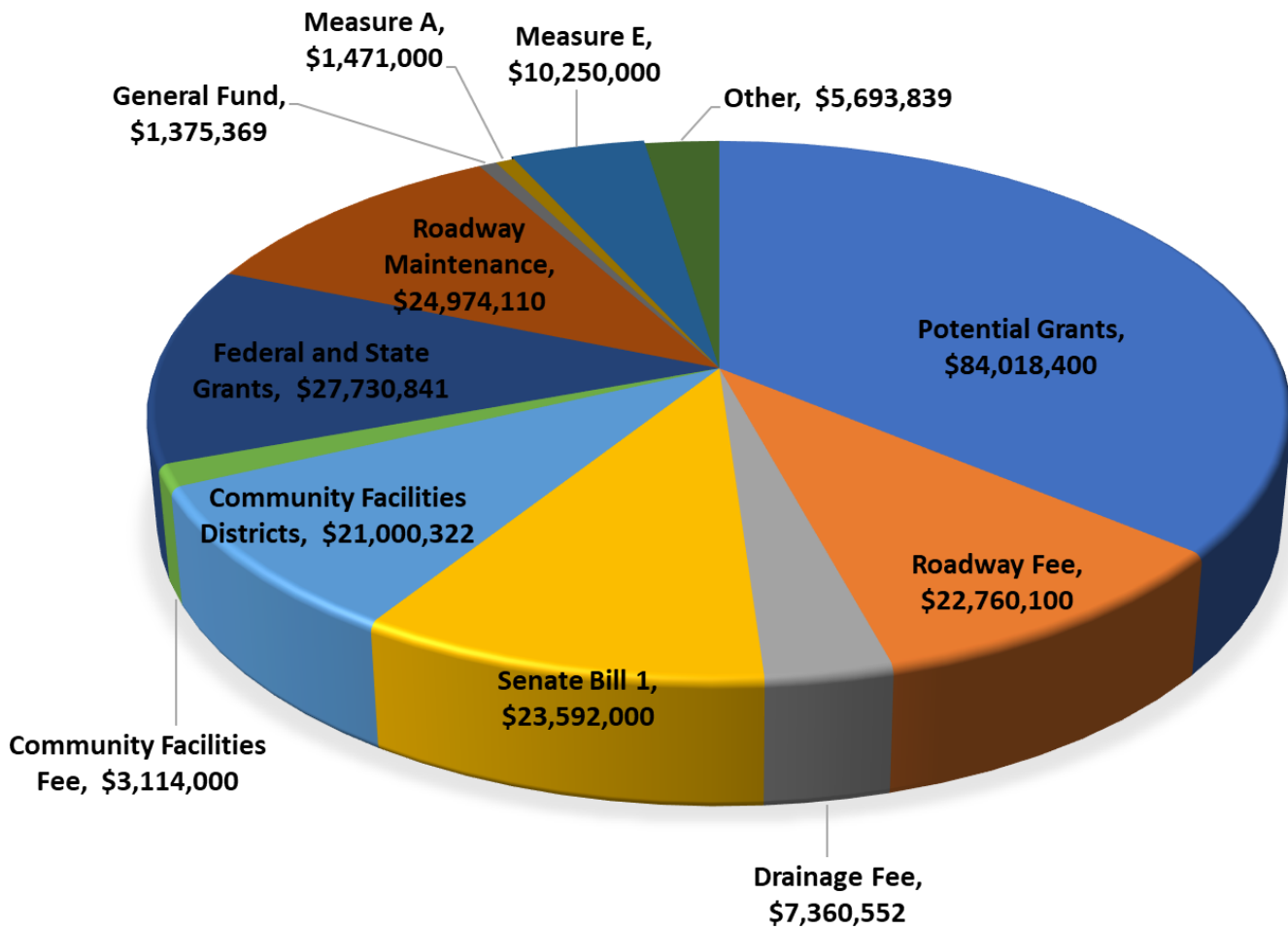
### Competitive Grant Funding

Grant funding is becoming more competitive, often favoring disadvantaged or underserved communities, and requires projects to meet several goals that address existing needs. Staff are often limited as to where in the City they can pursue grants and must tailor their grant requests to meet the grant program's goals to be more competitive. In addition, projects that are more fully developed with right-of-way completed and/or are shovel-ready are also more competitive. Therefore, staff is not always able to pursue grant funding for projects with the greatest need and, in some cases, may consider lower-need projects that may be more competitive or more fully developed when grant opportunities arise.

### Reduced Available Local Match

Transportation funding (Gas Tax, SB1, Measure A) is traditionally used for two purposes: funding maintenance and providing matching funds for capital projects (roadway widening, safety improvements, trails, etc.). Over the past several years, more emphasis has been placed on funding for maintenance and safety needs which means there is less funding for matching State and Federal grants on other transportation projects. The result is that sometimes transportation projects need to receive a General Fund contribution. This trend may need to continue in future years depending on fund availability.

## Exhibit A - 2024-2029 Capital Improvement Program Appropriations by Funding Source

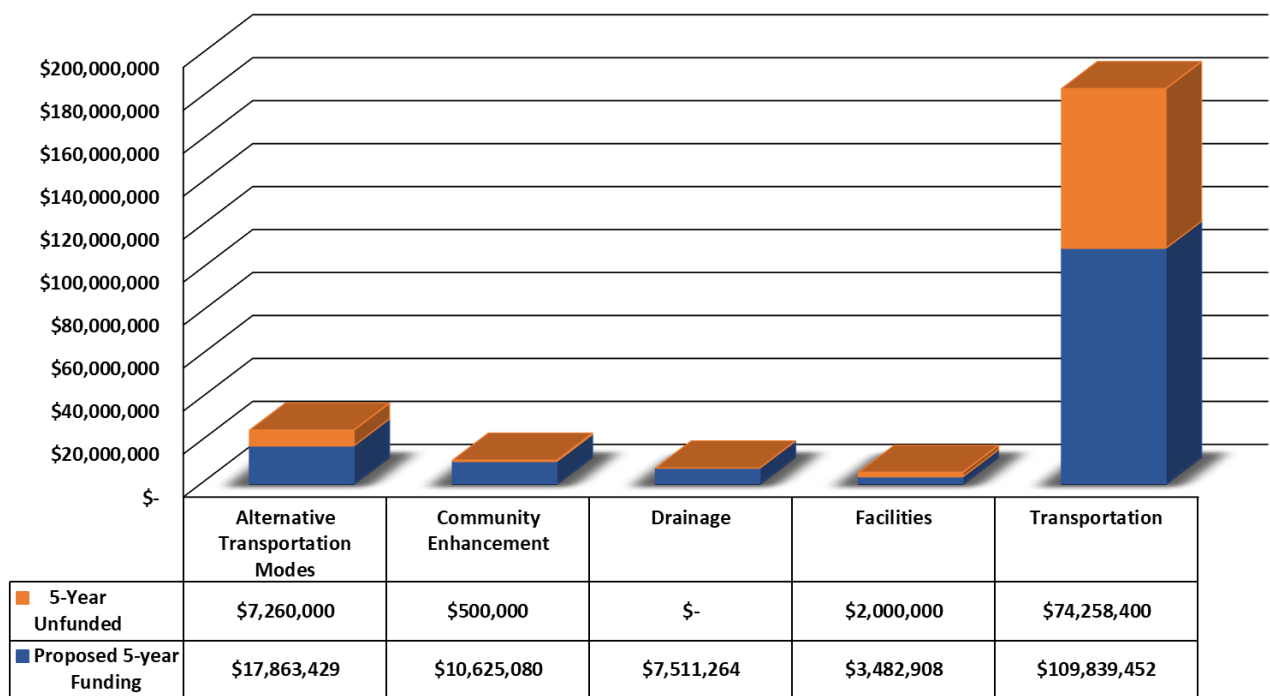


**Total CIP Appropriations = \$233.34 Million**

This chart represents all projects. 64% (\$149.32 Million) of all projects in the CIP are funded, while 36% (\$84.02 Million) of all projects are unfunded.

## Exhibit B - 2024-2029 Capital Improvement Program

### Expenditures by Program Category



This graph represents all Capital Improvement Programs. The graph above is proposed FY 24/25 through FY 28/29 project funding, and unfunded amounts as well in the 5-year plan.

## Alternative Transportation Modes Program

**Program Description**

This program includes projects that would provide an alternative to traditional vehicular use. The projects would encourage pedestrian, bicycle, and transit use otherwise known as alternative transportation modes. Examples of typical facilities included in these projects include the following items:

- Curb Ramps (Installations or Improvements),
- Americans with Disability Acts (ADA) Improvements,
- Sidewalk Infill,
- Trails,
- Bike lanes or bike routes,
- Bus Stop Improvements, &
- Transit

**Estimated Program Costs**

Type of Expenditure	Expenses Prior to FY 23/24	Revised Budget FY 23/24	FY 24/25	FY 25/26	FY 26/27	FY 27/28	FY 28/29	Future \$	Total
Construction Contract	272,075	3,683,525	1,701,141	8,240,250	110,000	5,981,000	110,000	-	\$20,097,991
Construction Engineering	1,240	269,434	743,000	1,208,750	15,000	701,000	15,000	-	\$2,953,424
Environmental	172,480	443,771	75,116	-	295,000	-	-	-	\$986,346
Land/ROW Acquisition	940	1,171,652	1,151,650	-	5,000	37,000	-	-	\$2,366,242
Other Capital Improvement	24,355	120,671	206,711	1,299,288	610,000	600,000	600,000	-	\$3,461,025
Pre Construction Prepwork	110,800	-	-	-	-	-	-	-	\$110,800
Preliminary Engineering	836,995	1,785,303	842,523	25,000	501,000	25,000	25,000	-	\$4,040,821
									\$-
<b>Total Capital Costs</b>	<b>\$1,418,864</b>	<b>\$7,474,355</b>	<b>\$4,720,141</b>	<b>\$10,773,288</b>	<b>\$1,536,000</b>	<b>\$7,344,000</b>	<b>\$750,000</b>	<b>\$-</b>	<b>\$34,016,649</b>

**Method(s) of Financing**

Funding Source(s)	Expenses Prior to FY 23/24	Revised Budget FY 23/24	FY 24/25	FY 25/26	FY 26/27	FY 27/28	FY 28/29	Future \$	Total
106 GF Capital Reserve Fund	34,779	3,721	888,000	-	-	-	-	-	\$924,500
221 Gas Tax	118,765	480,295	-	-	-	304,000	-	-	\$903,060
227 SB1 Streets and Roads	-	145,000	192,000	-	-	-	-	-	\$337,000
241 CDBG	-	-	760,841	600,000	600,000	600,000	600,000	-	\$3,160,641
294 Measure A Maintenance	-	24,970	-	-	-	-	-	-	\$24,970
301 Federal Capital Grants 1	292,000	3,485,200	-	8,874,000	-	-	-	-	\$12,651,200
302 State Capital Grants 1	34,203	694,527	24,800	-	-	-	-	-	\$753,530
305 L TF - Bikes & Pedestrian	62,000	-	400,000	-	68,000	68,000	-	-	\$998,000
317 CFF - Bus Facilities	-	-	60,000	450,000	-	-	-	-	\$510,000
328 Elk Grove Roadway Fee	120,074	193,926	39,000	-	-	-	-	-	\$353,000
351 Federal Capital Grants 2	1,562	634,438	635,000	-	-	-	-	-	\$1,271,000
368 Active Transportation Fee	-	52,000	337,700	-	-	680,000	-	-	\$1,069,700
393 Meas A Safety/StScape/Bike/Ped	514,470	615,068	385,000	150,000	150,000	150,000	150,000	-	\$2,114,537
603 Drainage Fee	241,012	570,211	-	699,288	-	-	-	-	\$1,510,511
998 Potential Grant	-	575,000	1,000,000	-	718,000	5,542,000	-	-	\$7,835,000
									\$-
<b>Total Program Financing</b>	<b>\$1,418,864</b>	<b>\$7,474,355</b>	<b>\$4,720,141</b>	<b>\$10,773,288</b>	<b>\$1,536,000</b>	<b>\$7,344,000</b>	<b>\$750,000</b>	<b>\$-</b>	<b>\$34,016,649</b>

CAPITAL IMPROVEMENT PROGRAM

**Program Proposed Budget Report**

**Program:** WAM Program - Alternative Transportation Modes Program

Project #	Project Name	Budget	Actual	Current	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Total
			Prior Years	FY 23/24	FY 24/25	FY 25/26	FY 26/27	FY 27/28	FY 28/29	Future Years	
WAC015	Annual Citywide Curb Ramps Years 2 - 5		-	-	-	600,000	600,000	600,000	600,000	-	2,400,000
WAC036	Sidewalk Infill Improvements		-	375,500	-	-	-	1,700,000	-	-	2,075,500
WAC038	Citywide Curb Ramps 2025		-	-	760,641	-	-	-	-	-	760,641
WAM019	Franklin Blvd Cycle Track Elk Grove Blvd. to Laguna Blvd.		-	1,265,000	192,000	-	-	-	-	-	1,457,000
WAM020	Bike and Pedestrian Crossing Improvements		-	675,000	-	-	200,000	1,143,000	-	-	2,018,000
WAM039	Class II Bike Lane Installation on Various Streets		-	249,700	24,800	-	-	-	-	-	274,500
WAM040	Citywide Bus Stop Improvements		-	-	60,000	450,000	-	-	-	-	510,000
WTL016	Laguna Creek Inter-Regional Trail Crossing at State Route 99		181,287	1,249,213	1,521,000	9,573,288	-	-	-	-	12,524,788
WTL019	Laguna Creek Trail and Bruceville Rd. Sidewalk Improvements		846,943	3,362,017	1,976,700	-	-	-	-	-	6,185,660
WTL034	Annual Trail Pavement Rehabilitation		390,634	297,925	150,000	150,000	150,000	150,000	150,000	-	1,438,560
WTL042	Laguna Creek Trail Segment 4- Waterman Road to Sierra River Dr		-	-	35,000	-	586,000	3,751,000	-	-	4,372,000
<b>Total Expense</b>			<b>\$1,418,864</b>	<b>\$7,474,355</b>	<b>\$4,720,141</b>	<b>\$10,773,288</b>	<b>\$1,536,000</b>	<b>\$7,344,000</b>	<b>\$750,000</b>	<b>\$-</b>	<b>\$34,016,649</b>



## Community Enhancement Program

**Program Description**

This program includes projects that would construct or improve various community enhancements. Examples of typical facilities included in these projects include the following items:

- Landscaping
- Plazas
- Parks
- Street Lighting

**Estimated Program Costs**

Type of Expenditure	Expenses Prior to FY 23/24	Revised Budget FY 23/24	FY 24/25	FY 25/26	FY 26/27	FY 27/28	FY 28/29	Future \$	Total
Construction Contract	-	-	5,450,080	1,150,000	2,100,000	875,400	-	-	<b>\$9,575,480</b>
Construction Engineering	-	-	270,000	150,000	210,000	149,800	-	-	<b>\$779,800</b>
Environmental	-	500	5,000	-	6,800	-	-	-	<b>\$12,300</b>
Land/ROW Acquisition	-	-	5,000	-	-	-	-	-	<b>\$5,000</b>
Other Capital Improvement	-	1,417,000	-	20,000	-	186,400	-	-	<b>\$1,623,400</b>
Preliminary Engineering	-	590,000	203,000	250,000	93,600	-	-	-	<b>\$1,136,600</b>
									<b>\$-</b>
<b>Total Capital Costs</b>	<b>\$-</b>	<b>\$2,007,500</b>	<b>\$5,933,080</b>	<b>\$1,570,000</b>	<b>\$2,410,400</b>	<b>\$1,211,600</b>	<b>\$-</b>	<b>\$-</b>	<b>\$13,132,580</b>

**Method(s) of Financing**

Funding Source(s)	Expenses Prior to FY 23/24	Revised Budget FY 23/24	FY 24/25	FY 25/26	FY 26/27	FY 27/28	FY 28/29	Future \$	Total
106 GF Capital Reserve Fund	-	-	113,000	-	-	-	-	-	<b>\$113,000</b>
324 E Franklin Landscape Fee	-	-	-	-	100,400	1,211,600	-	-	<b>\$1,312,000</b>
332 LRSP Supl. Park Facilities Fee	-	297,500	990,000	1,070,000	2,310,000	-	-	-	<b>\$4,667,500</b>
356 SEPA Parks	-	1,710,000	4,830,080	-	-	-	-	-	<b>\$6,540,080</b>
998 Potential Grant	-	-	-	500,000	-	-	-	-	<b>\$500,000</b>
									<b>\$-</b>
<b>Total Program Financing</b>	<b>\$-</b>	<b>\$2,007,500</b>	<b>\$5,933,080</b>	<b>\$1,570,000</b>	<b>\$2,410,400</b>	<b>\$1,211,600</b>	<b>\$-</b>	<b>\$-</b>	<b>\$13,132,580</b>

CAPITAL IMPROVEMENT PROGRAM

**Program Proposed Budget Report**

**Program:** WCE Program - Community Enhancement Program

		Actual	Current	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Total
		Prior Years	FY 23/24	FY 24/25	FY 25/26	FY 26/27	FY 27/28	FY 28/29	Future Years	
Project #	Project Name	Budget								
WCE011	Poppy West Park	-	140,500	-	250,000	2,310,000	-	-	-	2,700,500
WCE012	Sun Grove Park	-	157,000	890,000	-	-	-	-	-	1,047,000
WCE013	Madeira East - South Park	-	-	100,000	820,000	-	-	-	-	920,000
WCE034	South East Policy Area Neighborhood Park K	-	1,710,000	4,830,080	-	-	-	-	-	6,540,080
WCE040	Public EV Charging Infrastructure	-	-	113,000	500,000	-	-	-	-	613,000
WFL011	Willard Pkwy Landscaping Epoch Drive to Kammerer Rd	-	-	-	-	100,400	1,211,600	-	-	1,312,000
<b>Total Expense</b>		<b>\$ -</b>	<b>\$ 2,007,500</b>	<b>\$ 5,933,080</b>	<b>\$ 1,570,000</b>	<b>\$ 2,410,400</b>	<b>\$ 1,211,600</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 13,132,580</b>

## Drainage Program

**Program Description**

This program includes projects that would construct, improve or restore drainage and flood control facilities. The program also includes projects that would improve stormwater quality. Examples of typical facilities included in these projects include the following items:

- Culverts
- Roadside Ditches
- Drainage Systems
- Outfalls
- Channels
- Detention Basins
- Pump Stations
- Creeks
- Weirs
- Stream Gauges
- Flood Control Facilities
- Erosion and Sedimentation Control

**Estimated Program Costs**

Type of Expenditure	Expenses Prior to FY 23/24	Revised Budget FY 23/24	FY 24/25	FY 25/26	FY 26/27	FY 27/28	FY 28/29	Future \$	Total
Construction Contract	-	2,748,251	1,156,749	-	-	-	-	1,400,000	\$5,305,000
Construction Engineering	-	474,600	-	-	-	-	-	280,000	\$754,600
Environmental	96,084	169,216	20,000	-	-	-	-	-	\$285,300
Land/ROW Acquisition	6,836	1,192,164	1,000	-	-	-	-	-	\$1,200,000
Other Capital Improvement	3,705	56,295	1,260,000	1,200,000	1,200,000	1,200,000	1,200,000	-	\$6,120,000
Preliminary Engineering	628,805	578,944	273,515	-	-	-	-	-	\$1,481,264
									\$-
<b>Total Capital Costs</b>	<b>\$735,430</b>	<b>\$5,219,470</b>	<b>\$2,711,264</b>	<b>\$1,200,000</b>	<b>\$1,200,000</b>	<b>\$1,200,000</b>	<b>\$1,200,000</b>	<b>\$1,680,000</b>	<b>\$15,146,164</b>

**Method(s) of Financing**

Funding Source(s)	Expenses Prior to FY 23/24	Revised Budget FY 23/24	FY 24/25	FY 25/26	FY 26/27	FY 27/28	FY 28/29	Future \$	Total
368 Active Transportation Fee	-	-	850,000	-	-	-	-	-	\$850,000
503 Drainage Fee	735,430	5,219,470	1,861,264	1,200,000	1,200,000	1,200,000	1,200,000	1,680,000	\$14,296,164
									\$-
<b>Total Program Financing</b>	<b>\$735,430</b>	<b>\$5,219,470</b>	<b>\$2,711,264</b>	<b>\$1,200,000</b>	<b>\$1,200,000</b>	<b>\$1,200,000</b>	<b>\$1,200,000</b>	<b>\$1,680,000</b>	<b>\$15,146,164</b>

CAPITAL IMPROVEMENT PROGRAM

**Program Proposed Budget Report**

Program: WDR Program - Drainage Program

		Actual	Current	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	
		Prior Years	FY 23/24	FY 24/25	FY 25/26	FY 26/27	FY 27/28	FY 28/29	Future Years	Total
Project #	Project Name	Budget								
WDR018	Laguna Creek Multi-Functional Corridor Project	735,430	5,219,470	2,466,264	-	-	-	-	-	<b>8,421,164</b>
WDR045	Annual Storm Drain System Repair and Upgrade Years 2-5	-	-	-	1,200,000	1,200,000	1,200,000	1,200,000	-	<b>4,800,000</b>
WDR056	Elk Grove Creek Maintenance Road - Emerald Vista to Elk Grove-Florin	-	-	245,000	-	-	-	-	1,680,000	<b>1,925,000</b>
<b>Total Expense</b>		<b>\$735,430</b>	<b>\$5,219,470</b>	<b>\$2,711,264</b>	<b>\$1,200,000</b>	<b>\$1,200,000</b>	<b>\$1,200,000</b>	<b>\$1,200,000</b>	<b>\$1,680,000</b>	<b>\$15,146,164</b>

CAPITAL IMPROVEMENT PROGRAM

## Facilities Program

**Program Description**

This program includes projects that would construct or improve City owned Facilities. This program can also include projects that would construct or improve utilities. Examples of typical facilities included in these projects include the following items:

- City Hall
- Corporation Yard
- Animal Shelter
- Civic Center
- Special Waste Collection Center (SWCC)
- Teen Center
- Other City Facilities

**Estimated Program Costs**

Type of Expenditure	Expenses Prior to FY 23/24	Revised Budget FY 23/24	FY 24/25	FY 25/26	FY 26/27	FY 27/28	FY 28/29	Future \$	Total
CIP Fixtures Furnishings and Equipment	-	170,080	-	-	-	-	-	-	\$170,080
Construction Contract	29,794	16,377,253	3,668,139	900,000	-	-	-	-	\$20,965,186
Construction Engineering	37,958	3,467,692	-	-	-	-	-	-	\$3,505,650
Environmental	-	750	5,000	-	-	-	-	-	\$5,750
Land/ROW Acquisition	-	-	5,000	-	-	-	-	-	\$5,000
Other Capital Improvement	12,362	1,842,518	691,769	-	-	-	-	-	\$2,546,649
Preliminary Engineering	666,462	2,271,497	123,000	100,000	-	-	-	-	\$3,160,959
Project Study	109,800	36,000	-	-	-	-	-	-	\$145,800
Public Art	-	180,178	-	-	-	-	-	-	\$180,178
									\$-
<b>Total Capital Costs</b>	<b>\$856,376</b>	<b>\$24,345,968</b>	<b>\$4,482,908</b>	<b>\$1,000,000</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$30,685,251</b>

**Method(s) of Financing**

Funding Source(s)	Expenses Prior to FY 23/24	Revised Budget FY 23/24	FY 24/25	FY 25/26	FY 26/27	FY 27/28	FY 28/29	Future \$	Total
106 GF Capital Reserve Fund	110,288	854,712	168,000	-	-	-	-	-	\$1,133,000
109 Measure E	-	300,000	-	-	-	-	-	-	\$300,000
216 Federal Police Grants	-	520,000	-	-	-	-	-	-	\$520,000
240 Disaster Recovery ARPA	625,984	3,402,936	1,798,400	-	-	-	-	-	\$5,827,320
280 Library Ownership/Maint	-	900,000	1,184,139	-	-	-	-	-	\$2,084,139
302 State Capital Grants 1	16,051	2,983,950	-	-	-	-	-	-	\$3,000,000
311 CFF - City Administrative Facilities	-	-	104,000	-	-	-	-	-	\$104,000
315 CFF - Library	5,606	3,348,185	-	-	-	-	-	-	\$3,353,791
352 State Capital Grants 2	-	4,465,374	-	-	-	-	-	-	\$4,465,374
361 Debt Proceeds- PD Improvements	10,536	6,233,499	208,369	-	-	-	-	-	\$6,452,404
602 Facilities and Fleet	87,912	1,337,312	20,000	-	-	-	-	-	\$1,445,224
998 Potential Grant	-	-	1,000,000	1,000,000	-	-	-	-	\$2,000,000
									\$-
<b>Total Program Financing</b>	<b>\$856,376</b>	<b>\$24,345,968</b>	<b>\$4,482,908</b>	<b>\$1,000,000</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$30,685,251</b>

CAPITAL IMPROVEMENT PROGRAM

**Program Proposed Budget Report**

**Program:** WFC Program - Facilities Program

Project #	Project Name	Budget	Actual	Current	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Total
			Prior Years	FY 23/24	FY 24/25	FY 25/26	FY 26/27	FY 27/28	FY 28/29	Future Years	
FM2002	10250 Iron Rock Way, Replace HVAC Units		-	460,000	20,000	-	-	-	-	-	480,000
WFC038	8380 Laguna Palms Way Tenant Improvements		428,095	6,466,458	289,200	-	-	-	-	-	7,183,754
WFC039	8400 Laguna Palms Way Tenant Improvements		344,109	5,189,096	417,569	-	-	-	-	-	5,950,774
WFC040	8401 Laguna Palms Way Tenant Improvements		62,515	532,905	159,000	-	-	-	-	-	754,420
WFC046	9260 Elk Grove Boulevard Library Improvements		21,656	11,697,509	3,484,139	-	-	-	-	-	15,203,304
WFC053	Fleet EV Charging Infrastructure		-	-	113,000	1,000,000	-	-	-	-	1,113,000
<b>Total Expense</b>			<b>\$856,376</b>	<b>\$24,345,968</b>	<b>\$4,482,908</b>	<b>\$1,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$30,685,251</b>

CAPITAL IMPROVEMENT PROGRAM

## Transportation Program

**Program Description**

This program includes projects that would construct or improve vehicular transportation facilities. Examples of typical facilities included in these projects include the following items:

- Roads: New Construction, Reconstruction, and Maintenance
- Traffic Control: Signing, Striping, Signals, and Roundabouts
- Intelligent Transportation Systems (ITS)
- Traffic Calming: Traffic Circles, Speed Control

**Estimated Program Costs**

Type of Expenditure	Expenses Prior to FY 23/24	Revised Budget FY 23/24	FY 24/25	FY 25/26	FY 26/27	FY 27/28	FY 28/29	Future \$	Total
Construction Contract	-	8,805,354	18,983,610	16,628,000	95,680,500	11,850,000	11,850,000	82,000,000	\$245,797,464
Construction Engineering	-	1,125,624	1,452,500	594,000	8,340,000	-	-	8,200,000	\$19,742,124
Environmental	553,908	3,895,827	-	-	-	-	-	-	\$4,449,735
Land/ROW Acquisition	3,592,985	12,439,428	3,675,638	-	-	-	-	-	\$19,708,051
Other Capital Improvement	1,412	1,051,882	-	-	-	-	-	1,200,000	\$2,253,294
Preliminary Engineering	5,488,789	15,435,175	2,416,604	7,000,000	5,627,000	-	-	-	\$35,967,568
									\$-
<b>Total Capital Costs</b>	<b>\$9,637,094</b>	<b>\$42,753,291</b>	<b>\$26,528,352</b>	<b>\$24,222,000</b>	<b>\$109,647,500</b>	<b>\$11,850,000</b>	<b>\$11,850,000</b>	<b>\$91,400,000</b>	<b>\$327,888,237</b>

**Method(s) of Financing**

Funding Source(s)	Expenses Prior to FY 23/24	Revised Budget FY 23/24	FY 24/25	FY 25/26	FY 26/27	FY 27/28	FY 28/29	Future \$	Total
106 GF Capital Reserve Fund	94,902	105,098	-	-	-	-	-	-	\$200,000
109 Measure E	-	-	2,050,000	2,050,000	2,050,000	2,050,000	2,050,000	-	\$10,250,000
221 Gas Tax	135,033	1,146,491	1,106,000	-	-	-	-	-	\$2,387,525
227 SB1 Streets and Roads	16,766	803,016	4,500,000	4,500,000	4,800,000	4,800,000	4,800,000	-	\$24,219,782
246 Wilton Rancheria	-	-	500,000	500,000	500,000	500,000	500,000	-	\$2,500,000
261 Street Maint District #1 Zone 1	-	-	800,000	800,000	800,000	800,000	800,000	-	\$4,000,000
263 Street Maint District #1 Zone 3	-	850,000	160,000	225,000	250,000	300,000	300,000	-	\$2,085,000
265 Street Maint District #1 Zone 5	-	-	1,200,000	1,200,000	500,000	600,000	600,000	-	\$4,100,000
294 Measure A Maintenance	34,009	519,901	2,981,110	2,848,000	2,800,000	2,800,000	2,800,000	-	\$14,783,020
301 Federal Capital Grants 1	1,399,998	12,028,706	500,000	2,803,000	-	-	-	-	\$16,731,704
302 State Capital Grants 1	-	1,211,190	2,308,000	-	-	-	-	-	\$3,519,190
328 Elk Grove Roadway Fee	5,406,328	19,828,085	4,979,000	6,000,000	11,742,100	-	-	91,400,000	\$139,355,513
338 External Agencies Fund	-	-	1,086,000	-	-	-	-	-	\$1,086,000
341 CFD 2002-1 East Franklin	2,085,728	914,272	-	-	8,000,000	-	-	-	\$11,000,000
344 CFD 2005-1 Laguna Ridge	-	281,758	508,242	1,980,000	-	-	-	-	\$2,770,000
351 Federal Capital Grants 2	361,339	4,190,764	2,000,000	-	5,627,000	-	-	-	\$12,179,103
368 Active Transportation Fee	-	-	-	1,000,000	-	-	-	-	\$1,000,000
393 Meas A Safety/StScape/Bike/Ped	19,429	80,571	170,000	-	-	-	-	-	\$270,000
394 Meas A Traffic Control & Safety	55,536	126,464	-	316,000	-	-	-	-	\$498,000
503 Drainage Fee	28,025	666,975	-	-	-	-	-	-	\$695,000
998 Potential Grant	-	-	1,680,000	-	72,578,400	-	-	-	\$74,258,400
									\$-
<b>Total Program Financing</b>	<b>\$9,637,094</b>	<b>\$42,753,291</b>	<b>\$26,528,352</b>	<b>\$24,222,000</b>	<b>\$109,647,500</b>	<b>\$11,850,000</b>	<b>\$11,850,000</b>	<b>\$91,400,000</b>	<b>\$327,888,237</b>

CAPITAL IMPROVEMENT PROGRAM

**Program Proposed Budget Report**

Program: WTR Program - Transportation Program

		Actual	Current	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Total
		Prior Years	FY 23/24	FY 24/25	FY 25/26	FY 26/27	FY 27/28	FY 28/29	Future Years	
Project #	Project Name	Budget								
WBR004	Bridge Preventative Maintenance Project	-	-	870,000	-	-	-	-	-	870,000
WPR011	Annual Pavement Maintenance Project years 2-5	-	-	-	12,075,000	11,700,000	11,850,000	11,850,000	-	47,475,000
WPR025	2025 Pavement Maintenance Project	-	-	11,210,000	-	-	-	-	-	11,210,000
WTR009	Whitelock Pkwy/State Route 99 Interchange Project	1,934,172	8,788,275	400,000	7,000,000	-	-	-	91,400,000	109,522,447
WTR012	Old Town Area Streetscape Phase 2	1,122,658	8,535,665	5,712,000	-	-	-	-	-	15,370,323
WTR014	Kammerer Rd Phase 1: Two-Lane Extension I-5 to Bruceville Road	6,554,489	19,173,477	4,459,000	-	97,000,000	-	-	-	127,186,966
WTR078	Elk Grove Florin Road Complete Street & Resurfacing	16,766	3,703,025	100,000	-	-	-	-	-	3,819,791
WTR083	North Laguna Creek Area Big Horn Blvd and Franklin Blvd Improvements	9,009	357,991	2,308,000	-	-	-	-	-	2,675,000
WTR097	Guardrail Replacement on West and East Stockton Blvd	-	1,049,100	86,110	-	-	-	-	-	1,135,210
WTR100	Power Inn Road Safety and Congestion Relief Project	-	380,000	25,000	3,167,000	-	-	-	-	3,572,000
WTR101	Bruceville Road Widening North of Bilby Road	-	281,758	508,242	1,980,000	-	-	-	-	2,770,000
WTR102	Bruceville Road Widening North of Kammerer	-	484,000	-	-	947,500	-	-	-	1,431,500
WTR103	Comprehensive Safety Action Plan and Demonstration	-	-	850,000	-	-	-	-	-	850,000
<b>Total Expense</b>		<b>\$9,637,094</b>	<b>\$42,753,291</b>	<b>\$26,528,352</b>	<b>\$24,222,000</b>	<b>\$109,647,500</b>	<b>\$11,850,000</b>	<b>\$11,850,000</b>	<b>\$91,400,000</b>	<b>\$327,888,237</b>



# Minor Public Works Projects and Studies

<b>WAM Program - Alternative Transportation Modes Program</b>				
<b>Project Number</b>	<b>Project Description</b>	<b>Estimated Total Project Costs</b>	<b>Planned Engineering Start Year</b>	<b>Planned Construction Start Year</b>
WAM000	<b>Alternative Transportation Modes Program Minor Imp.</b> This project establishes funding for minor improvements costing less than the \$250,000 CIP threshold that are identified during the course of the year. This also funds minor changes or the addition of accessibility work to the scope of existing projects where these funds are the most appropriate fund for added scope.	\$ 40,000	FY 22/23	-
WTL006	<b>Trails Committee Bike Exercise Loop Pilot</b> The Elk Grove Trails Committee has identified multiple 10 and 20 mile bike routes that connect throughout the City. Each route creates a loop, which is ideal for those who wish to start and end in the same location. This Project will serve as the pilot Project constructing one of the smaller proposed loops. This Project includes the striping, signing and other various improvements of three initial routes. The other loops identified will be funded and constructed under a separate Project(s). Location: East of State Route 99 and south of Elk Grove Boulevard	\$ 101,290	FY 22/23	FY 23/24
WTL018	<b>Laguna Creek Trail - Camden Lake to East Stockton Blvd/State Route 99</b> The project will consist of transitioning a paved maintenance access road to a Class 1 Bikeway (multi-use trail) with appropriate trail amenities. Location: The project is located along Laguna Creek between Camden Lake and East Stockton Boulevard/State Route 99.	\$ 148,000	FY 23/24	FY 24/25
WTL039	<b>Laguna Creek Trail Railroad Crossing Reconstruction</b> Project involves reconstruction of the existing Laguna Creek Trail under the Union Pacific Railroad Bridge. The design will progress to a 35% completion stage, and pending further coordination with the Union Pacific Railroad, additional funding may be allocated to advance the project. Location: The project is located along the south bank of Laguna Creek east of Elk Grove Florin Road.	\$ 57,000	FY 22/23	-
WTL041	<b>Trail Sign and Wayfinding</b> This project will develop trail sign standards and implement the standards through the installation of signs. Location: This project is at various locations throughout the City.	\$ 200,000	FY 22/23	FY 23/24
WTLA02	<b>Trail Planning and Preliminary Engineering</b> This project funds planning and preliminary engineering work for trails throughout the City to determine a clear project scope, cost and the associated impacts of trail projects. Work may include surveying, environmental investigations, and/or public outreach. Work would also assist in having a high quality grant application for trail projects Location: Various locations Citywide.	\$ 120,021	FY 22/23	-

**Total Program Cost Estimate: \$ 666,310**

## CAPITAL IMPROVEMENT PROGRAM

<b>WCE Program - Community Enhancement Program</b>				
<b>Project Number</b>	<b>Project Description</b>	<b>Estimated Total Project Costs</b>	<b>Planned Engineering Start Year</b>	<b>Planned Construction Start Year</b>
WCE020	<b>Recycled Water Transmission Line</b> Initial funding is included for planning, pipe sizing and siting, and cost estimating. Full design and construction would be timed to coincide with the Echo Water Project/South County Ag Project. A connection to the Echo Water Project/South County Ag Project is needed to supply recycled water. Location: Transmission main along Whitelock Blvd for recycled water network, south of Whitelock Blvd, east of Bruceville Road, north of Kammerer Rd and west of Lotz Pkwy.	\$ 197,000	FY 21/22	-
WCE031	<b>Old Fish Hatchery Site Restoration</b> The project will restore the existing site to a more native condition with consideration for additional uses consistent the existing conservation easement. The design will be advanced to a 65% design and complete environmental prior to programing the remaining funds. Location: This project is located on the south side of Laguna Creek and west of Elk Grove-Florin Rd.	\$ 120,000	FY 22/23	-
WCE037	<b>Grant Line Business Park Sign</b> Install a gateway monument sign and rock mulch the surrounding area at the intersection of Grant Line Road and Waterman Road at what will be the only entrance to the business park when constructed. Location: Grant Line Road at Waterman Road	\$ 220,000	FY 23/24	FY24/25
WCE038	<b>City Entry Identification Project</b> Installation of entry monuments at five potential locations in the street medians. Location: Franklin Boulevard at Big Horn Boulevard, Bruceville Road at Sheldon Road, Elk Grove-Florin Road at Calvine Road, Elk Grove Blvd at I-5, and Laguna Blvd at I-5	\$ 65,000	FY 24/25	-
WCE039	<b>Ty Lenehan Public Safety Center Monument</b> This project will replace the existing police department monument sign with a new sign in honor of Officer Ty Lenehan. Location: 8380 and 8400 Laguna Springs Drive	\$ 100,000	FY 24/25	-
WCEA03	<b>Laguna Ridge Parks Engineering</b> The project includes engineering and project delivery support by City staff in support of the delivery of Laguna Ridge Parks by the CCSD. Location: Laguna Ridge Parks	\$ 100,000	FY 22/23	-

**Total Program Cost Estimate: \$ 802,000**

<b>WDR Program - Drainage Program</b>				
<b>Project Number</b>	<b>Project Description</b>	<b>Estimated Total Project Costs</b>	<b>Planned Engineering Start Year</b>	<b>Planned Construction Start Year</b>
WDR000	<p><b>Drainage Program Minor Improvements</b></p> <p>This project establishes funding for minor improvements costing less than the \$250,000 CIP threshold that are identified during the course of the year. This also funds minor changes or the addition of drainage work to the scope of existing projects where these funds are the most appropriate fund for added scope.</p> <p>Location: Citywide</p>	\$ 20,000	FY 22/23	-
WDR053	<p><b>Rain Garden</b></p> <p>This Project will study the design and construction of a new rain garden facility similar to the one previously constructed next to 8380 Laguna Palms Way on Laguna Springs Blvd.</p> <p>Location: To be determined.</p>	\$ 100,000	FY 22/23	-
WDRA05	<p><b>Grant Line Channel Improvements Study</b></p> <p>The project will study upgrades needed for the existing pump station, enlarging the storm drain system, and increasing storage capacity in existing detention basin adjacent to Emerald Lakes Golf Course. High level project estimates will be created for identified projects. This project is identified in the Storm Drainage Master Plan.</p> <p>Location: The project is located in the Grant Line Channel Watershed.</p>	\$ 120,000	FY 22/23	-

**Total Program Cost Estimate: \$ 240,000**

<b>WFC Program - Facilities Program</b>				
<b>Project Number</b>	<b>Project Description</b>	<b>Estimated Total Project Costs</b>	<b>Planned Engineering Start Year</b>	<b>Planned Construction Start Year</b>
FM2103	<p><b>10250 Iron Rock Way - Corp Yard Re-roofing/Reseal Office Section of Building</b>                      The project will replace the roof and reseal the office section of the building at 10250 Iron Rock Way - Corp Yard.                      Location: Located at 10250 Iron Rock Way - Corp Yard</p>	\$ 209,500	FY 22/23	FY 23/24
WFC047	<p><b>Corporation Yard Master Plan Update</b>                      This study will review the existing corporation yard use, upcoming changes, and future needs by various public works divisions and the police department. No future needs analysis of the animal shelter is included in this update. Any potential changes in use would be captured in a future update to the City's CFF.                      Location: This project is located at 10250 Iron Rock Way, 10190 Iron Rock Way, and 9255 Disposal Ln</p>	\$ 250,000	FY 22/23	-

**Total Program Cost Estimate: \$ 459,500**

## CAPITAL IMPROVEMENT PROGRAM

<b>WTR Program - Transportation Program</b>				
<b>Project Number</b>	<b>Project Description</b>	<b>Estimated Total Project Costs</b>	<b>Planned Engineering Start Year</b>	<b>Planned Construction Start Year</b>
WTC023	<b>Bruceville/Bilby Signal Modification</b> This project will replace the mast arm and supporting pole on the southwest corner with a longer mast arm, so additional signal heads can be installed to allow for protected left turn phasing for both southbound and northbound Bruceville traffic. Location: This project is located at the Bruceville/Bilby intersection.	\$ 220,000	FY 23/24	-
WTR000	<b>Transportation Program Minor Improvements</b> This project establishes funding for minor improvements costing less than the \$250,000 CIP threshold that are identified during the course of the year. This also funds minor changes or the addition to the scope of existing projects where these funds are the most appropriate fund for added scope. Location: Citywide	\$ 250,000	FY 22/23	-
WTR055	<b>Annual Speed Control Program</b> Traffic calming devices available under the SCP are categorized as: LEVEL ONE - Non-Physical Measures - Including but not limited to signage, striping, sight distance improvements, and vegetation trimming. LEVEL TWO - Physical Measures (i.e. Speed Humps) – Vertical deflection devices such as speed humps or speed tables are the most effective at reducing vehicle speeds. These types of devices also pose the greatest potential to slow emergency response vehicles, buses, and delivery trucks. Annual allocation of \$75,000. Location: This project is at various locations throughout the City as determined by the approved petition.	\$ 685,000	FY 24/25	-
WTR065	<b>Whitelock Parkway Improvements from Big Horn Boulevard to Lotz Parkway</b> This project will construct the landscaping and median improvements. Location: The project is located on Whitelock Pkwy from Pinkerton Middle School to Cape Verde Dr.	\$ 225,000	FY 23/24	-
WTR075	<b>Waterman Road Traffic Signals at Mainline Drive and Kent Street</b> This project will construct two traffic signals. The design will be advanced to a 35% design prior to programming the remaining funds. Location: The project is located at the Intersections of Waterman Rd. and Dino Dr./Mainline Dr. and Waterman Rd. and Kent St.	\$ 90,000	FY 23/24	-
WTRA04	<b>Interchange ROW Transfer</b> Transfer rights-of-way for the interchanges to Caltrans. Location: Various interchanges on SR99 and I-5	\$ 210,300	FY 14/15	-

**Total Program Cost Estimate: \$ 1,680,300**

## GENERAL COST ALLOCATION

The General Cost Allocation below presents a summary of the comprehensive analysis undertaken to identify the appropriate distribution of city-wide administrative and support costs to all City operating departments, divisions, and programs.

The primary objective of a full Cost Allocation Plan in government is to spread costs from central support departments such as Finance, Human Resources, and City Attorney to those departments, divisions, and/or funds that receive services in support of conducting their operations. In doing so, an organization can better understand its full cost of providing specific services to the community and also generate organizational awareness regarding indirect (overhead) costs associated with operations.

**COST ALLOCATION**

Expenditures from these Funds ↓	Revenue to these Funds	▶	Fund 101 General	Fund 296 Public Works	Total
General Fund			\$ -	\$ 1,307	\$ 1,307
Measure E					
1092241 Police Training			63,905	-	63,905
1092244 Police PIO			11,222	-	11,222
1092251 Police Patrol			22,443	-	22,443
1092253 Police Traffic			22,443	-	22,443
1092256 Police Special Ops			33,665	-	33,665
1092262 Police Comm Services			33,665	-	33,665
1092281 Police Dispatch			33,665	-	33,665
1093121 DS - Planning			11,222	-	11,222
1094130 PW - Ops & Maint			11,222	-	11,222
2953120 Planning		\$	586,326	-	586,326
2953130 Building			335,832	-	335,832
2953140 DS - Eng			193,148	-	193,148
2964120 PW - CP Mngmt			328,817	-	328,817
2964140 PW - Eng			119,634	-	119,634
221 Gas Tax			166,232	414,196	580,428
238 Street Trench			4,733	44,377	49,110
251 CFD			14,741	-	14,741
252 CFD			94,847	-	94,847
255 CFD			116,766	168,278	285,044
256 CFD			198,377	259,422	457,799
261 St Maint Dist			20,789	30,054	50,843
262 SMD			8,547	2,325	10,872
263 SMD			30,969	42,936	73,905
264 SMD			6,043	314	6,357
265 SMD			38,582	32,838	71,420
267 SLMD			22,249	32,196	54,445
268 SLMD			40,757	23,723	64,480
280 Library Ownership			12,621	-	12,621
294 Measure A Maint			52,657	514,850	567,507
305 LTF Bike & Ped			1,829	115	1,944
319 CFF Admin			-	-	-
326 EF Admin			1,832	-	1,832
329 CCSD IF Admin			18,927	-	18,927
335 Laguna West SA			4,168	5,126	9,294
336 Lakeside SA			1,832	-	1,832
339 In-Lieu			1,565	-	1,565
341 East Franklin CFD			21,724	78,341	100,065
343 Poppy Ridge CFD			4,527	-	4,527
344 Laguna Ridge CFD			78,184	42,126	120,310
393 Measure A SSPBF			15,825	43,684	59,509
394 Measure A TCS			26,680	21,389	48,069
501 Solid Waste			117,266	-	117,266
502 Commercial Haul			42,008	-	42,008
503 Drainage			263,408	323,406	586,814
506 SWCC			197,314	-	197,314
601 Insurance			345,666	-	345,666
602 Facilities			193,694	4,497	198,191
602 Fleet			79,224	-	79,224
603 IT Admin			100,931	-	100,931
603 IT-City			132,063	-	132,063
603 IT-Police			157,553	-	157,553
603 GIS			58,725	-	58,725
<b>TOTAL</b>			<b>\$ 4,504,407</b>	<b>\$ 2,085,500</b>	<b>\$ 6,589,907</b>

301, 302, 338, 351 and 352 should be charged to 296

No charges to 346, bond proceeds, cannot support cost allocation

311 to 317 & 346 put in 319

Fund 346 PW charge, 75.7% to GF and 24.3% to 319 per 2017 CFF Nexus update

PW column is 296 allocation plus ISF for 296 admin

## INTERNAL SERVICE ALLOCATION

The purpose of Internal Service funds is to finance, administer, and account for departments whose exclusive or nearly exclusive mission is to provide goods and services to the government's other departments on a cost reimbursement basis, such as Information Technology and Geographic Information Systems, Facilities and Fleet, and Risk Management.

The Internal Service Fund Allocation, which follows, presents a summary of the comprehensive analysis undertaken to recover these costs from all City operating departments, divisions, and programs.



INTERNAL SERVICE FUNDS

Expenditures from these Funds	Revenue to these Funds	Fund 601 Risk	Fund 602 Facilities Operations	Fund 602 Facilities Capital	Fund 602 Fleet Operations	Fund 602 Fleet Capital	Fund 603 IT-Admin	Fund 603 IT-City	Fund 603 IT-Police	Fund 603 GIS	Total
<b>GENERAL FUND</b>											
1011100 City Council		\$ 29,655	\$ 19,401	\$ 14,915	\$ -	\$ -	\$ 14,474	\$ 34,332	\$ -	\$ 2,427	\$ 115,204
<i>City Manager</i>											
1011200 City Manager		141,357	31,335	24,491	1,481	-	52,107	123,595	-	15,433	389,800
1011210 Communications		69,196	20,823	16,056	-	-	17,369	41,198	-	9,610	174,252
1011220 Economic Development		29,655	12,597	9,454	-	-	11,579	27,466	-	5,960	96,711
1011240 Strategic Planning		26,196	6,909	4,890	-	-	11,579	27,466	-	18,066	95,106
1011300 City Attorney		78,092	33,036	25,856	-	-	23,159	54,931	-	3,882	218,957
1011400 City Clerk		29,655	25,876	20,110	-	-	8,685	20,599	-	1,456	106,381
<i>Finance</i>											
1011505 Finance		19,770	9,448	6,928	-	-	5,790	13,733	-	2,957	58,625
1011510 Budget		33,609	9,423	6,907	-	-	11,579	27,466	-	3,927	92,911
1011520 Accounting		70,184	20,620	15,899	-	-	17,369	41,198	-	6,884	172,148
1011540 Financial Planning		29,655	5,894	4,075	-	-	8,685	20,599	-	2,780	71,688
1011570 Purchasing		29,655	4,878	3,260	-	-	8,685	20,599	-	2,780	69,857
1011580 Cashiering		48,437	7,011	4,972	-	-	11,579	27,466	-	3,927	103,391
1011600 Human Resources		63,265	19,020	14,609	-	-	23,159	54,931	-	3,882	178,866
<i>Police</i>											
1012240 Police Administration		39,540	32,867	8,416	84,202	114,754	89,740	-	291,564	15,674	676,758
1012241 Police Training		166,070	14,230	3,008	-	-	11,579	-	37,621	4,586	237,094
1012244 Police Public Information		49,425	32,867	8,416	-	-	14,474	-	47,027	3,214	155,423
1012245 Police Budget & Finance		39,540	26,294	6,733	-	-	14,474	-	47,027	3,056	137,123
1012246 Police Wellness		9,885	2,797	716	-	-	2,895	-	9,405	643	26,341
1012251 Police Patrol		741,382	67,552	17,297	414,997	565,574	251,851	-	818,261	54,027	2,930,941
1012253 Police Traffic		138,391	65,007	16,646	162,390	221,311	40,528	-	131,674	8,998	784,946
1012255 Police K9		59,311	3,385	867	36,087	49,180	11,579	-	37,621	2,886	200,915
1012256 Police Special Ops		59,311	-	-	-	-	26,054	-	84,648	5,312	175,324
1012260 Police Investigations		39,540	33,078	8,552	48,116	65,574	11,579	-	37,621	2,571	246,631
1012261 Police Investigations Detective		276,783	122,009	29,080	252,607	344,262	43,423	-	141,080	11,687	1,220,930
1012262 Police Community Services		59,311	62,209	15,929	-	-	55,002	-	178,701	10,165	381,317
1012265 Police Animal Services		308,415	194,513	-	42,101	57,377	101,319	-	329,186	21,897	1,054,807
1012266 Police Volunteers		9,885	2,198	716	-	-	8,685	-	28,216	1,456	51,156
1012280 Police Records		142,345	88,081	20,999	60,145	81,967	72,371	-	235,133	14,399	715,434
1012281 Police Dispatch		185,840	78,530	18,717	-	-	57,897	-	188,106	12,665	541,735
1012282 Police Prop & Evidence		39,540	98,097	25,362	-	-	11,579	-	37,621	2,571	214,771
1012283 Police RTIC		39,540	14,425	3,438	-	-	20,264	-	65,837	4,027	147,531
1013540 Code Enforcement		98,851	22,347	17,278	31,770	65,000	23,159	54,931	-	10,655	323,990
<i>Measure E</i>											
1092241 Police Training		29,655	2,098	537	3,807	20,000	8,685	-	28,216	1,928	94,926
1092244 Police Public Information		9,885	2,797	716	2,869	6,667	2,895	-	9,405	643	35,877
1092251 Police Patrol		19,770	1,399	338	18,408	13,333	11,579	-	37,621	2,256	104,725
1092253 Police Traffic		29,655	13,930	3,567	13,032	20,000	8,685	-	28,216	1,928	119,013
1092256 Police Special Ops		29,655	2,797	716	2,689	6,667	2,895	-	9,405	958	55,782
1092262 Police Community Services		29,655	20,727	5,307	19,677	20,000	8,685	-	28,216	1,928	134,195
1092281 Police Dispatch		49,425	20,886	4,978	-	-	8,685	-	28,216	1,928	114,118
1093121 DS - Planning		9,885	3,355	2,038	1,098	6,667	2,895	6,866	-	485	33,288
1094130 Public Works - O&M		-	3,355	2,038	651	6,667	2,895	6,866	-	485	22,956
2953120 DS - Planning		81,058	56,674	44,826	4,220	-	46,317	109,862	-	24,535	367,492
2953130 DS - Building		30,644	31,360	24,511	-	-	83,950	199,126	-	110,823	480,414
2953140 DS - Engineering		84,023	21,890	16,911	-	-	75,266	178,527	-	23,583	400,199
2964100 Public Works Administration		49,425	35,092	27,507	46,646	65,000	127,373	302,122	-	38,768	691,934
2964120 Public Works - CIP Admin		64,253	57,436	45,437	-	-	28,948	68,664	-	9,046	273,784
2964130 Public Works - O&M		158,162	240,961	27,491	104,057	145,000	17,369	41,198	-	57,091	791,329
2964140 PW - Eng Support		111,207	56,547	44,734	3,588	5,000	14,474	34,332	-	30,806	300,679
501 Solid Waste		13,180	33,976	3,430	9,374	10,000	7,720	18,310	-	1,294	97,305
502 Commercial Haul		13,180	33,976	3,430	9,374	10,000	7,720	18,310	-	1,294	97,305
503 Drainage		148,276	8,128	5,868	-	-	5,790	13,733	-	971	182,766
506 SWCC		13,180	33,976	3,430	9,374	10,000	7,720	18,310	-	1,294	97,305
511 Transit		4,943	-	-	-	-	-	-	-	-	4,943
601 Insurance		-	3,215	2,201	-	-	2,754	6,538	-	390	15,098
602 Facilities		45,471	-	-	43,103	-	11,014	26,152	-	1,561	127,302
602 Fleet		15,816	85,217	-	-	-	5,507	13,076	-	780	120,397
603 IT Admin		19,770	-	-	-	-	-	-	-	-	19,770
603 IT City		39,540	12,038	9,006	-	-	-	-	-	-	60,584
603 IT Police		59,311	32,561	9,442	-	-	-	-	-	-	101,314
603 GIS		29,655	6,909	4,890	-	-	-	-	-	-	41,435
		\$ 4,389,971	\$ 2,008,056	\$ 668,000	\$ 1,425,864	\$ 1,910,000	\$ 1,594,065	\$ 1,652,506	\$ 2,915,644	\$ 589,234	\$ 17,153,340

## **DEBT SERVICE ALLOCATION**

The debt associated with the Debt Service Allocation below is for the Laguna Palms Campus (8401 Laguna Palms Way and 8400 Laguna Palms Way) that houses the City Council, City Manager, City Attorney, City Clerk, Finance, Human Resources, Police, Public Works, and Development Services staff. The purpose of the Debt Service Allocation is to spread out the cost to the departments that are in these buildings. The allocation is calculated by the cost per square foot that each department utilizes.

**DEBT SERVICE**

Expenditures from these Funds ↓	Revenue to this Fund →	Fund 403 Debt Service
<b>GENERAL FUND</b>		
1011100 City Council	\$	15,139
<i>City Manager</i>		
1011200 City Manager		24,859
1011210 Communications		16,297
1011220 Economic Development		9,596
1011240 Strategic Planning		4,964
1011300 City Attorney		26,245
1011400 City Clerk		20,413
<i>Finance</i>		
1011505 Finance		7,032
1011510 Budget		7,011
1011520 Accounting		16,132
1011540 Financial Planning		4,136
1011570 Purchasing		3,309
1011580 Cashiering		5,046
1011600 Human Resources		14,829
<i>Police</i>		
1012261 Police Detectives & Street Crimes		48,978
1012266 Police Volunteers		1,206
1012280 Police Records		35,358
1012281 Police Dispatch		39,909
1012283 Police RTIC		5,791
1013540 Code Enforcement		17,538
2953120 DS - Planning		47,568
2953130 DS - Building		24,880
2953140 DS - Engineering		17,166
2964100 PW Administration		29,988
2964120 PW - CIP Mngmt		46,120
2964140 PW - Eng Support		45,396
501 Solid Waste		3,502
502 Commercial Haul		3,502
503 Drainage		5,956
506 SWCC		3,502
601 Insurance		2,234
603 IT-City		9,141
603 IT-Police		17,420
603 GIS		4,964
	<b>\$</b>	<b>585,127</b>

## CAPITAL IMPROVEMENT PROGRAM COST ALLOCATION PLAN

Overseeing, executing, and completing the various capital projects under the Capital Improvement Program generates administrative costs. These administrative costs of administering the Capital Improvement Program are budgeted in the Capital Improvement Program Administration division of the Public Works Administration Fund (Fund 296). To fund the administrative costs in this division, various funds are charged allocations based on adjusted actual expenditures of direct project costs from two fiscal years prior. The reason for using actuals from two fiscal years prior as the basis of allocation is that the current fiscal year activity has not yet concluded. Some Capital Funds that incur expenditures, regardless of the amount, are not eligible to pay their “fair share” of allocation charges. Hence, those charges are reallocated to other eligible funds that incurred expenditures for the same projects as the ineligible funds. The funds being charged, the amounts of adjusted actual expenditures, and the charged allocation amounts are presented in the report below.

Fund	Fund Name	FY 2023 Expenditures	FY 2025 Allocation to Fund 296	FY 2024 % of Total Allocation
221	Gas Tax	\$ 166,432	\$ 61,433	1.8%
261	Street Maint. District 1 Zone 1	\$ 235,909	\$ 137,126	4.0%
263	Street Maint. District 1 Zone 3	\$ 401,720	\$ 277,274	8.2%
265	Street Maint. District 1 Zone 5	\$ 251,411	\$ 169,354	5.0%
294	Measure A - Street/Road Maint	\$ 1,230,373	\$ 550,488	16.2%
313	CFF-Corporation Yard	\$ 63,906	\$ 11,003	0.3%
315	CFF-Library	\$ 5,606	\$ 3,631	0.1%
328	Elk Grove Roadway Fee	\$ 1,406,610	\$ 336,828	9.9%
332	LRSP Park Facilities Fee	\$ 247,843	\$ 42,671	1.3%
341	CFD 2002-1 East Franklin	\$ 782,468	\$ 134,718	4.0%
344	CFD 2005-1 Laguna Ridge	\$ 422,401	\$ 72,725	2.1%
345	D56 Nature Area & Old Town Plaza	\$ 131,098	\$ 22,571	0.7%
393	Measure A - Streetscape, Bike & Ped	\$ 318,395	\$ 79,026	2.3%
394	Measure A - Traffic Control and Safety	\$ 166,195	\$ 43,285	1.3%
503	Drainage	\$ 2,014,527	\$ 1,457,865	42.9%
<b>TOTAL</b>		<b>\$ 7,844,893</b>	<b>\$ 3,400,000</b>	<b>100%</b>

## INTERFUND LOANS

The City Manager may authorize interfund loans below \$500,000. If the interfund loan is greater than \$500,000, the City Council must authorize it. Interfund loans are made to provide upfront financing for priority projects in the event sufficient funding is not immediately available in the receiving fund but is available in another fund that does not have an immediate and equally important or greater need for the current resources. Interfund loans must carry interest, typically set at the rate the City would otherwise earn by investing funds in the Local Agency Investment Fund (LAIF) or the LAIF rate.

The following is a summary of all outstanding Inter-fund loans for FY 2024-25. This information can also be found in the Debt Policy section of the Budget.

<u>Interfund Loan</u>	<u>Lending Fund(s)</u>	<u>Receiving Fund(s)</u>	<u>Annual Payment</u>	<u>Outstanding Balance</u>	<u>Final Payment Due</u>
<b>Street Light LED Conversion</b>	<b>106</b>	<b>267</b>	<b>\$393,973</b>	<b>\$637,947</b>	<b>FY 2025-26</b>

The City advanced funds from the General Fund’s Capital Reserve fund to the Street Lighting Maintenance District Zone 1 fund for the LED Streetlight Replacement Capital Project (CIP Project WSL005).

<b>Reimbursement Agreement - Advanced Payment</b>	<b>261,265, 315,324</b>	<b>330</b>	<b>\$604,937</b>	<b>\$2,696,696</b>	<b>FY 2028-29</b>
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The City advanced funds from the Street Maintenance District 1 Zones 1 and 5 funds, the Library Capital Facilities Fee fund, and the East Franklin Landscape Corridor Fee fund to the Laguna Ridge Supplemental Parks Quimby In-Lieu Land Fee fund to provide advance payment of existing reimbursement agreements.

## GENERAL FUND NON-DEPARTMENTAL TRANSFERS

The General Fund makes transfers to other funds for various purposes, such as contributing funding toward priority projects in the Capital Reserve fund, paying debt service costs, supporting the LifeLine rate subsidy program, and paying overhead allocation charges. Some of these transfers recur annually, while others are considered one-time expenditures. Transfers from the General Fund for FY 202425 are summarized below.

<b>General Fund Non-Departmental Transfers</b>			
<b>FY 2024-25 Purpose</b>			
<b>Transfers Out expense to</b>			
Fund 106	General Fund Capital Projects	1,450,000	Special Project funding
Fund 407	Debt Service Fund	160,000	Old Town Plaza debt dayment
Fund 408	Debt Service Fund	188,175	City Facility Improvements debt payment
Fund 501	Recycling & Waste	30,000	LifeLine rate subsidy
<b>Total</b>		<b>\$ 1,828,175</b>	
<b>Overhead Transfer expense to</b>			
Fund 296	Cost Allocation Plan	1,307	
<b>Total</b>		<b>\$ 1,307</b>	

**Note:** The General Fund portion of the principal and interest debt service payment (totaling \$323,788 for FY 2024-25) toward the Laguna Palms Campus debt is budgeted directly in the Department and Division budgets. Further details are provided in the Interfund Transfer section of the Budget.

**Note:** The General Fund portion of the principal and interest debt service payment (totaling \$904,882 for FY 2024-25) toward the Animal Shelter debt is budgeted directly in the Animal Services division of the Police Department.

## FISCAL POLICIES

The overall goal of the City's budget is to establish, communicate, and maintain effective management of the City's resources. Formal statements of financial policy and major goals provide the foundation for effective planning.

### Overview

Some of the benefits of establishing financial policies include:

- Publicly adopted policy statements contribute greatly to the credibility of and public confidence in the City. For the credit rating industry and prospective investors, such statements show the City's commitment to sound financial management and fiscal integrity.
- Establishing a policy saves time and energy. Once decisions are made at the policy level, existing or potential recurring issues do not need to be discussed each time a decision has to be made.
- The process of developing overall policy directs the attention of staff and Council to the City's total financial condition rather than single-issue areas. Moreover, this process requires staff and Council to think about connecting long-term financial planning with day-to-day operations.
- Developing financial policies reinforces the Council's policy role in maintaining a positive financial state. Setting sound financial policies can improve the City's fiscal stability by setting a forward-looking approach to planning while contributing to continuity in handling the City's financial affairs.

### Funds of the City of Elk Grove

Governmental accounting systems are organized and operated on a fund basis. A fund is a self-balancing set of accounts that record assets such as cash and other financial resources, along with all related liabilities and residual equities or balances. Funds are used to segregate the City's financial activities into categories that attain certain objectives per special regulations, restrictions, or limitations.

#### Fund Structure

The City manages a variety of funds, each with a specific purpose. Understanding its fund structure is the basis for interpreting the City's finances. As such, the City's funds are divided into the following categories:

##### General Fund – 100 Series

This is the City's main operating fund, which pays for basic services such as governance, administration, public safety, and quality of life functions.

##### Special Revenue Funds – 200 Series

These funds account for revenues received or set aside for a specific purpose, such as public safety and recycling grants, street maintenance, and environmental mitigation. The Development Services Fund, one of the City's major funds, is categorized as a special revenue fund.

##### Capital Project Funds – 300 Series

These funds account for the acquisition or construction of major capital facilities, roads, and bridges. Revenue sources include federal and state grants, development impact fees, and special taxes from Community Facility Districts.

### Debt Service Funds – 400 Series

These funds accumulate resources for and make the payment of long-term debt principal and interest.

### Enterprise Funds – 500 Series

These funds account for specific services funded directly by fees and charges to users and are intended to be self-supporting. Functions such as Drainage and Recycling & Waste are captured in enterprise funds.

### Internal Service Funds – 600 Series

These funds are created to finance and account for services and commodities provided to City departments rather than to the public. Examples of internal services are risk management, information technology, facilities management, and fleet services.

### Agency Funds – 700 Series

These funds are used to account for assets held by the City as an agent for individuals, other governments, other organizations, and the community. This includes Community Facilities District debt service funds like Laguna Ridge, Poppy Keys, and East Franklin.

## **Restricted vs General Funds**

Unlike a household budget, the City relies on two distinctly different types of income or revenue, referred to as General and Restricted funds. The City Council determines how to spend General Fund money, and the General Fund budget must be balanced each year. Public Safety, Code Enforcement, Economic Development, Special Projects, and Events, and most of the City's staff are funded through the General Fund. Revenues deposited into the General Fund primarily come from Sales Tax, Property and Utility User Taxes, Transient Occupancy Taxes, and property taxes distributed by the County in the place of vehicle license fees.

Other City revenues come from user fees collected for City services such as Garbage and Recycling and Drainage. Money collected for these services may only be used to provide the service for which they are collected. These are called "restricted funds". There are several sources for restricted funds that dictate how and where City money can be spent. Restricted funds are primarily collected through taxes, fees, and grants. These funds are earmarked for a specific purpose or project. For instance, money generated through the Gas Tax and Measure A sales tax can only be used on roadway-related infrastructure and infrastructure maintenance. Other "special taxes", such as Mello-Roos or special assessment taxes, may appear on the property tax bill. These taxes were voter-approved for a specific area within the City and can only be spent on maintenance, operations, or capital in that area. Developer Impact Fees paid by new private infrastructure development can only be spent on capital projects such as civic buildings, transportation improvements, and parks.

As a general practice for budgeting and use of reserves, restricted funding sources are evaluated and utilized, if eligible, for expenditures to the extent possible before relying on the use of the General Fund. The General Fund is only spent on goods and services when no restricted funding source is available or eligible.

## **Fund Balance Designations and Reserves**

The City strives to maintain adequate fund balances in the General Fund. This is necessary to maintain the City's creditworthiness and to adequately provide for:

- Economic uncertainties, local disasters, and other financial hardships or downturns in the local economy;
- Contingencies for unforeseen operation or capital needs; and
- Cash flow requirements.



The Opportunity Reserve provides the capacity to allow the City to manage unanticipated challenges and opportunities without utilizing the Reserve for Economic Uncertainty.

The City establishes and maintains Fleet and Facilities and Information Technology funds to provide for the timely replacement of vehicles, capital equipment and public facilities. The minimum fund balance in these funds should allow for annual fluctuations in expenditures while maintaining a level annual transfer and allow for emergency replacement purchases. Interest earnings and sales of surplus equipment, as well as any related damage and insurance recoveries, will be credited back to these funds to reduce the need for other revenue enhancements.

Fund balance levels will be sufficient to meet funding requirements for projects approved in prior budgets that are carried forward into the new year. Sufficient fund balances will also be maintained to meet debt service reserve requirements, reserves for encumbrances, and other reserves or designations required by contractual obligations, state law, or generally accepted accounting principles.

### **Financial Plan Organization**

Through its financial plan, the City will:

- Identify community needs for essential services.
- Establish policies and goals which define the nature and level of services required.
- Identify and organize activities required to provide these services.
- Propose objectives for improving the delivery of services.
- Set standards to measure and evaluate the output of activities, the accomplishment of objectives, and expenditure of appropriations.

The status of major program objectives and priority projects will be reported to the Council who will review and amend appropriations as necessary to achieve these objectives and complete priority projects.

### **Appropriation Limitation**

The Council will annually adopt a resolution establishing its appropriation limit. This limit, also known as the Gann limit, is calculated in accordance with Article XIII B of the Constitution of the State of California, Section 7900 of the State of California Government Code, and any other voter-approved amendments of state legislation that affect the City's appropriation limit.

### **Balanced Budget**

The Budget is balanced when the total sum of budgeted revenues and budgeted one-time appropriations from reserves equals or exceeds the total amount of the expenditures budgeted. If the total sum of budgeted revenues and budgeted one-time appropriations from reserves exceeds the total amount of expenditures budgeted, then a net contribution to reserves is being budgeted for. If the total sum of budgeted revenues and budgeted one-time appropriations from reserves is less than the total amount of expenditures budgeted, then the result is a budget deficit.

### **Financial Activity Reporting**

The City's financial activity will be reported in a variety of funds, which are the basic accounting and reporting entities in governmental accounting. The City's accounting structure will make it possible to:

- To present fairly and with full disclosure the financial position and results of financial operations of the funds of the City in conformity with generally accepted accounting principles and government auditing standards.
- To determine and demonstrate compliance with finance-related legal and contractual provisions.

### Capital Improvement Budget

The Capital Improvement Budget will emphasize project planning, with projects progressing through at least two and up to six of the following phases:

Designated - Set-aside funding for future project development under “pay-as-you-go” financing.

Study - Includes concept design, site selection, feasibility analysis, schematic design, environmental determination, property appraisals, scheduling, grant application, grant approval, and specification preparation for equipment purchases.

Acquisition - Includes equipment purchases and property acquisition for projects, if necessary.

Design - Includes final design, plan and specification preparation, and construction cost estimation.

Construction - Includes bid administration, construction, project inspection and management, and closeout.

Debt Service - Installment payments of principal and interest for completed projects funded through debt financing.

Funding and related appropriations to a project account will only be made upon approval of each phase by the City Council. Accordingly, project appropriations for acquisition and construction will generally be approved when contracts are awarded.

### Personnel Resource Management

Where possible and justified, the City strives to provide fair compensation and benefit schedules for its regular workforce. Each regular employee will:

- Fill an authorized position.
- Receive salary and benefits consistent with the labor market.

To manage the growth of the regular workforce and overall staffing costs, the City will follow these procedures:

- The City Council will authorize all regular positions.
- The City Manager has the authority to authorize underfilling a position at a classification and cost below City Council authorization but not above.
- Human Resources will coordinate the hiring of all employees and evaluate the reallocation of existing positions.
- All requests for additional regular positions will be supported by an explanation as to the necessity, term, and expected impacts of the proposed position. Expected impacts could include, but are not limited to, staffing and material costs, including salary, benefits, equipment, uniforms, clerical support and facilities, and cost-effectiveness (additional revenues or cost savings that may be realized).

Intermittent or temporary employees are employees other than regular employees, elected officials, and volunteers. Intermittent or temporary employees will augment regular staffing as, but not limited to, limited-term employees, seasonal employees, emergency, contract employees, and interns.

Temporary employees will be used to meet peak workload requirements, fill interim vacancies, and accomplish tasks where less-than-regular, year-round staffing is required. Independent contractors will not be considered City employees. Independent contractors may be used in three situations:

- Short-term, peak workload assignments to be accomplished through the use of personnel contracted through an outside employment agency. All placements through an outside employment agency will be coordinated through the Human Resources Department.
- Construction of public works projects and the provision of operating, maintenance, or specialized professional services not routinely performed by City employees. Such services will be provided without close supervision by City staff, and the required methods, skills, and equipment will generally be determined and provided by the contractor.
- When it is determined that work can be completed effectively and cost-efficiently through the use of contractors. The work performance of the contractors should be periodically evaluated.

## **Allocating the Cost of Services**

### General Policy Guidelines

The City is committed to achieving efficiency by centralizing general and administrative services to the extent they serve the needs of the City as a whole and provide for greater cost efficiency. Accordingly, general and administrative services costs will be charged to those activities not financed by the General Fund by use of a cost allocation plan.

### Cost Allocation Criteria

Costs will be allocated considering the following criteria:

- Cause and effect - the identification of output in proportion to the service provided.
- Benefits received - the allocation of cost in relation to the benefits received.
- Fairness and equity - the allocation must be mutually satisfactory to the parties affected.
- Ability to bear - the allocation of cost must consider the ability to pay and the impact on the services provided.

## **Purchasing**

The City will maintain a purchasing policy designed to support and enhance the delivery of governmental services while seeking to obtain the maximum value for each dollar expended.

## **Fees and Rates**

Fees and rates will be reviewed and updated on an ongoing basis to ensure that they are correct and appropriate based on the changing needs of the community, including economic concerns, social issues, and public safety.

General concepts regarding the use of service fees and rates include:

- Revenues normally will not exceed the reasonable cost of providing the service.
- Cost recovery goals should be based on the total cost of delivering the service, including direct costs, departmental administration costs, and organization-wide costs such as accounting, personnel, data processing, vehicle/building maintenance, and insurance.
- The method of assessing and collecting fees should be as simple as possible to reduce the administrative cost of collection.
- Rate structures should be sensitive to the "market" for similar services as well as to smaller, infrequent users of the service and the influence rates and fees have on economic development.
- A unified approach should be used in determining cost recovery levels for various programs based on the factors discussed above.

## Investments

Investment and cash management will be the responsibility of the Finance Director/City Treasurer or designee, such as an investment management consultant. The City Treasurer will develop and maintain an Investment Policy that addresses the City's administration of its portfolio, including investment guidelines, practices, and procedures. Additionally, the Treasurer will develop and maintain a comprehensive, well-documented investment reporting system that complies with Government Code Section 53607.

The City's primary investment objective is to achieve a reasonable rate of return while minimizing the potential for capital losses arising from market changes or issuer default. Accordingly, the following factors will be considered, in priority order, in determining individual investment transactions:

- Safety – protection of principal
- Liquidity – ability to access resources to meet operational needs
- Yield - a reasonable rate of return

The City will strive to keep idle cash balances fully invested through daily projections of cash flow requirements. To avoid premature sales and the loss of investment earnings, cash flow, and future liquidity needs will be the primary consideration when selecting maturities. As the market and the City's investment portfolio evolve, care will be taken to maintain a diversified balance of investment types and maturities.

The City will invest only in those instruments authorized by the California Government Code Section 53601 and further restricted by the City's Investment Policy. The City will not invest in equities, will not speculate, and will not deal in futures, options, or reverse repurchase agreements. The investment market is highly volatile and continually offers new and creative opportunities for enhancing interest earnings. Accordingly, the City will thoroughly investigate any new investment vehicles before committing City funds to them. Ownership of the City's investment securities will be protected through third-party custodial safekeeping.

To maximize yields from its portfolio, the City will consolidate cash balances from all funds for investment purposes and will allocate investment earnings to each fund following generally accepted accounting principles.

## Productivity Review

The City will constantly monitor and review its methods of operation to ensure that services continue to be delivered in the most cost-effective manner possible. The review process encompasses a wide range of issues, a few of which are discussed below.

### Analyzing systems and procedures

This analysis provides a means to identify and remove unnecessary review requirements. The process includes investing in the City's most valuable asset, its employees, by developing the skills and abilities of all City employees. This process also recognizes that those who perform the function are a vital part of the process.

### Identifying and evaluating the ability of new technologies

As new technology emerges, whether it is in the computer-related or mechanical equipment field, an objective evaluation provides the City with necessary information as to how it may enhance employee efficiency, thereby allowing the City to continue providing high-quality services.

### Evaluating local market service providers

An evaluation of other local market service providers, including other government agencies, assists in determining whether the comparable service is available at a lower cost than provided by City staff.

**Performance Indicators**

Staff will annually develop and/or evaluate performance indicators to assess how efficiently and effectively the functions, programs, and activities in each department are performed and to determine whether program goals are being met. The City Council will adopt performance targets for select measures along with the annual budget.

## DEBT POLICY

The City will consider debt financing on an as-needed, case-by-case basis using the criteria identified in this section.

### Uses of Debt Financing

Debt financing will not be used for any recurring purpose, such as current operating and maintenance expenditures. The issuance of short-term instruments such as revenue, tax, or bond anticipation notes is excluded from this limitation. For anticipation note financings, the City will look to internal borrowings before outside sources.

### Debt Management

The City will not obligate the General Fund to secure long-term financing except when the marketability can be significantly enhanced. A feasibility analysis will be prepared for each long-term financing to assess the impact of the debt service on current and future operations. This will also include an analysis of the reliability of revenues to support debt service.

The City will generally conduct debt financing on a competitive basis. However, negotiated financing may be used due to market volatility or the use of an unusual or complex financing or security structure. The City will seek investment-grade ratings (Baa/BBB or greater) on any direct debt and will seek credit enhancements such as letters of credit or insurance when necessary for marketing purposes, availability, and cost-effectiveness.

The City will annually monitor all forms of debt coincident with the budget process. This process will include monitoring compliance with bond covenants and ensuring adherence to federal arbitrage regulations.

The City will maintain good communications with bond rating agencies about its financial condition. The City will follow a policy of full disclosure on every financial report and bond prospectus (Official Statement).

### Capital Financing

The City will consider the use of debt financing for capital projects under the following circumstances:

- When the project's useful life will exceed the term of the financing.
- When project revenues or specific resources will be sufficient to service the long-term debt.

Capital improvements will be financed primarily through user fees, service charges, assessments, special taxes, or developer agreements when benefits can be specifically attributed to users of the facility. An analysis of the operating costs of any new facilities will be conducted, and significant new operating costs will be factored into the calculation of the new revenue source as is legally permissible. The City will use the following criteria to evaluate "pay-as-you-go" versus "long-term financing" in funding capital improvements:

#### Pay-As-You-Go

- When current revenues and adequate fund balances are available or when project phasing can be accomplished.
- When debt levels adversely affect the City's credit rating.
- When market conditions are unstable or present difficulties in marketing.

**Long-Term Financing**

- When revenues available for debt service are deemed sufficient and reliable so that long-term financing can be marketed with investment-grade credit ratings.
- When the project is the type that will support an investment-grade credit rating.
- When market conditions present favorable interest rates and demand for City financing.
- When State or Federal requirements and current revenues mandate a project and available fund balances are insufficient.
- When the project is required to meet or relieve service requirements.
- When the life of the project or asset financed is 10 years or longer.

**Debt Limit**

The City's legal debt limit, shown on the following page, is calculated as a percentage of the total assessed property value within the City. The debt margin indicates that Elk Grove has only used a small portion of its legal debt limit.

## DEBT POLICY, LIMIT AND OUTSTANDING DEBT OBLIGATIONS

## CITY OF ELK GROVE, CALIFORNIA

Legal Debt Margin  
For the Last Ten Years Ended June 30, 2023

	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Assessed value <sup>(1)</sup>	\$ 14,606,310,971	\$ 16,119,227,237	\$ 16,893,165,344	\$ 18,008,023,600	\$ 19,462,619,410	\$ 20,637,300,411	\$ 21,084,337,304	\$ 23,107,265,581	\$ 24,288,534,648	\$ 26,225,597,538
Less: Exemptions <sup>(1)</sup>	(359,424,853)	(398,318,801)	(430,877,261)	(426,240,108)	(487,229,789)	(451,113,557)	(495,987,672)	(508,124,010)	(543,280,121)	(594,057,660)
	14,246,886,118	15,720,908,436	16,462,288,083	17,581,783,492	18,975,389,621	20,186,186,854	20,588,349,632	22,599,141,571	23,745,254,527	25,631,539,878
<b>Legal debt margin</b>										
Debt Limit (15% of Assessed Value)	2,137,032,918	2,358,136,265	2,469,343,212	2,637,267,524	2,846,308,443	3,027,928,028	3,088,252,445	3,389,871,236	3,561,788,179	3,844,730,982
Debt applicable to limit:										
Total Bonded Debt (including Special Assessment Bonds)	114,923,363	111,000,102	119,256,895	14,350,000	32,370,000	31,650,000	40,310,000	38,322,560	40,261,562	38,139,773
Less:										
Special Assessment Bonds	-	-	-	-	-	-	-	-	-	-
Tax Allocation Bonds	-	-	-	-	-	-	-	-	-	-
Total Amount of Debt Applicable to Debt Limit	114,923,363	111,000,102	119,256,895	14,350,000	32,370,000	31,650,000	40,310,000	38,322,560	40,261,562	38,139,773
Legal Debt Margin	\$ 2,022,109,555	\$ 2,247,136,163	\$ 2,350,086,317	\$ 2,622,917,524	\$ 2,813,938,443	\$ 2,996,278,028	\$ 3,047,942,445	\$ 3,351,548,676	\$ 3,521,526,617	\$ 3,806,591,209
Total debt applicable to limit as a percentage of debt limit	5.68%	4.94%	5.07%	0.55%	1.15%	1.06%	1.32%	1.14%	1.14%	1.00%

Source: <sup>(1)</sup> HdL from the Sacramento County Assessor 2013/14-2022/23 Combined Tax Rolls



## Outstanding Debt Obligations

### External Debt

The Elk Grove Finance Authority (EGFA) is the debt issuance financial conduit for the City of Elk Grove. Debt service funding is provided from a variety of funds depending on the purpose and use of the debt proceeds. The General Fund provides debt service funding towards the Laguna Palms Campus, Animal Shelter, District56 Nature Area and Old Town Plaza, and Police Facilities Improvements. Debt Service Funding for all other Debt is provided by other non-General Fund sources primarily funded by special taxes or fees dedicated and are levied for the express purpose of delivering the capital facilities financed by the debt.

The following chart indicates the outstanding amounts and FY 2024-25 payments on the Finance Authority's debt:

Issue Name	Purpose	Principal Outstanding on 6/30/2024	Debt Service Payment FY 2024-25	Final Debt Service Payment	Fund
CFD 2002-1 East Franklin	EGFA Special Tax Revenue Bonds Series 2015 (East Franklin CFD 2002-1)	\$ 37,510,000	\$ 3,565,325	FY2038-39	757
CFD 2003-1 Poppy Ridge	EGFA Special Tax Revenue Bonds Series 2015 (Poppy Ridge CFD 2003-1)	\$ 33,000,000	\$ 3,229,600	FY2038-39	758
CFD 2005-1 Laguna Ridge (Series 2016)	EGFA Special Tax Revenue Bonds Series 2016 (Laguna Ridge CFD 2005-1)	\$ 104,975,000	\$ 6,692,738	FY2046-47	756
EGFA 2017 Lease Revenue Debt	Laguna Palms Campus (City Hall Complex)	\$ 1,665,000	\$ 585,127	FY2026-27	403
EGFA 2018 Lease Revenue Bonds	Animal Shelter	\$ 15,275,000	\$ 1,301,707	FY2038-39	406
CFD 2005-1 Laguna Ridge (Series 2018)	EGFA Special Tax Revenue Bonds Series 2018 (Laguna Ridge CFD 2005-1)	\$ 18,740,000	\$ 1,087,350	FY2048-49	756
EGFA 2020 Lease Revenue Debt	District 56 Nature Area, Old Town Plaza	\$ 7,681,748	\$ 817,118	FY2034-35	407
CFD 2005-1 Laguna Ridge (Series 2020)	EGFA Special Tax Revenue Bonds Series 2020 (Laguna Ridge CFD 2005-1)	\$ 11,205,000	\$ 537,975	FY2050-51	756
CFD 2005-1 Laguna Ridge (Series 2021)	EGFA Special Tax Revenue Bonds Series 2021 (Laguna Ridge CFD 2005-1)	\$ 11,100,000	\$ 526,875	FY2048-49	756
EGFA 2022 Lease Revenue Debt	Police Facilities' Improvements	\$ 11,505,000	\$ 940,875	FY2041-42	408

The EGFA 2017 Lease Revenue Bonds were used to refinance the EGFA 2007 Lease Revenue bonds to provide funding for the Laguna Palms Campus buildings, which house the City Hall, the Police Department, and the Council Chambers. The refinanced debt provided a lower interest rate for debt service payments.

The EGFA 2018 Lease Revenue Bonds were issued to fund the construction of the City's Animal Shelter and the purchase of parkland. The debt is funded by the General Fund and the Corp Yard Community Facility Fee.

The EGFA 2020 Lease Revenue Bonds were used to fund the design and construction of the City's Preserve at District56 and improvements to the Old Town Plaza. The debt is funded by the General Fund and the Laguna Ridge Parks Fee with, if needed, ancillary support from CFD 2003-1 (Poppy Ridge) and CFD 2005-1 (Laguna Ridge).

DEBT POLICY, LIMIT AND OUTSTANDING DEBT OBLIGATIONS

The EGFA 2022 Lease Revenue Bonds were issued to fund improvements to various City Hall facilities. The debt is funded by the General Fund and the Police Community Facilities Fee.

The five Community Facilities Districts (CFD) bond issuances (East Franklin, Poppy Ridge, Laguna Ridge 2016, Laguna Ridge 2018, Laguna Ridge 2020 and Laguna Ridge 2021) provided funding for infrastructure improvements and community amenities. CFDs are governed by the Mello-Roos Act under California law and are not obligations of the City. Repayment of the debt is backed solely by the property owners within each CFD boundary. The City, as the CFD Administrator, annually levies special taxes on the properties in amounts sufficient to cover debt service payments. In the event delinquency levels on individual parcels or district-wide violate the covenants of each individual debt issuance, the City would commence judicial foreclosure proceedings to secure the special taxes owed, as required by the Fiscal Agent Agreement for each issue.

**Internal Debt**

In addition to external debt, the City Manager may authorize interfund loans up to \$500,000 and City Council may authorize interfund multi-year loans over \$500,000. Interfund loans provide upfront financing for priority projects in the event sufficient capital is not immediately available in the receiving fund but is available in another fund that does not have an immediate need for its current resources. Interfund loans must carry interest, which is typically set at the rate the City would otherwise earn by investing funds in the Local Agency Investment Fund (LAIF).

The following list summarizes all outstanding interfund loans for FY 2024-25. This information can also be found in the Interfund Transfer section of the Budget.

<u>Interfund Loan</u>	<u>Lending Fund(s)</u>	<u>Receiving Fund(s)</u>	<u>Annual Payment</u>	<u>Outstanding Balance</u>	<u>Final Payment Due</u>
Street Light LED Conversion	106	267	\$393,973	\$269,624.91	FY 2024-25

The City advanced funds from the General Fund’s Capital Reserve fund to the Street Lighting Maintenance District Zone 1 fund for the LED Streetlight Replacement Capital Project (CIP Project WSL005). This is anticipated to be the final year for this interfund loan.

Reimbursement Agreement - Advanced Payment	261,265,315,324	330	\$511,507	\$3,137,638	FY 2028-29
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The City advanced funds from the Street Maintenance District 1 Zones 1 and 5 funds, the Library Capital Facilities Fee fund and the East Franklin Landscape Corridor Fee fund to the Laguna Ridge Supplemental Parks Quimby In-Lieu Land Fee fund, to provide advance payment of existing reimbursement agreements.

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## POSITION CONTROL LISTING

**Note: The City is in the process of completing a Classification study that is anticipated to be completed prior to the adoption of the Fiscal Year 2024-25 Budget. Organizational Charts and Position Control Listings will be included as part of the Adoption Process of the Annual Budget for City Council consideration.**

**ACCRUAL BASIS** – Sometimes called “full accrual” basis. A basis of accounting in which revenues are recognized when earned regardless of when they are received, and expenses are recorded at the time the liability is incurred, regardless of when it is paid.

**ACCUMULATED DEPRECIATION** – The amount of depreciation that has accumulated to date during the existing useful life of City assets.

**ADJUSTED APPROPRIATIONS** – Total appropriations minus appropriations for capital outlay, one-time activity, debt service, and non-operating transfers to other funds.

**ADOPTED BUDGET** – The City Council approved annual budget establishing the legal authority for the expenditure of funds as set forth in the budget resolution adopted by Council.

**APPROPRIATION** – An authorization by the City Council to make expenditures and to incur obligations for a specific purpose. An appropriation is usually limited in amount as to the time when it may be expended.

**APPROPRIATION RESOLUTION** – The official enactment by a legislative body establishing the legal authority for officials to obligate and expend resources.

**ASSESSED VALUATION** – A dollar value placed on real estate or other property by Sacramento County as a basis for levying property taxes.

**ASSESSMENT DISTRICT** – Not a separate government entity, but rather a defined area of land that will benefit from the acquisition, construction, or maintenance of a public improvement.

**AUDIT** – A systematic collection of sufficient and competent evidential matter needed to attest to the fairness of management’s assertions in the financial statements or to evaluate whether management has efficiently and effectively carried out its responsibility.

**AVAILABLE FUND BALANCE** - The amount of financial resources available for use within a fund. Generally, this represents the netting of all the annual operating surpluses and deficits since the fund’s inception that can be used for liquidity. Available Fund Balance excludes non-liquid assets such as land, plant, equipment, infrastructure and long-term receivables. Available Fund Balance also excludes long-term liabilities such as outstanding loan principle.

**BALANCED BUDGET** - The total sum of revenues and one-time appropriations from reserves budgeted equal or exceed the total amount of the expenditures budgeted.

**BEGINNING/ENDING FUND BALANCE** – Appropriated resources available in a fund from the prior/current year after payment of the prior/current year’s expenses. This is not necessarily cash on hand.

**BOND** – A City may raise capital by issuing a written promise to pay a specific sum of money, called the face value or principal amount, at a specified date or dates in the future, together with periodic interest at a special rate.

**BUDGET** – A plan of financial operation listing an estimate of proposed applications or expenses and the proposed means of financing them for a particular time period. The budget is proposed until it has been approved by the City Council.

**BUDGET CALENDAR** – A schedule of key dates and milestones that a government follows in the preparation and adoption of the budget.

**BUDGET MESSAGE** – Included in the opening section of the budget (also known as the “Transmittal Letter”), the Budget Message provides the Council and the public with a general summary of the most important aspects of the budget, changes from previous fiscal years, and the views and recommendations of the City Manager.

**CAPITAL IMPROVEMENT** – A permanent addition to the City's assets, including the design, construction, or purchase of land, buildings, or facilities, or major renovations of the same.

**CAPITAL IMPROVEMENT PROGRAM (CIP)** – A financial plan of proposed capital improvement projects with single and multiple-year capital expenditures. This program plans for five years and is updated annually.

**CAPITAL OUTLAY** – A budget category that appropriates and programs expenditures related to capital assets such as infrastructure (e.g., roadways, parks, bridges, water/sewer, lighting systems, drainage systems, flood control, etc.), building, building improvements, land acquisition, and equipment. Only infrastructure with a cost of \$50,000 or more and equipment with a cost of \$5,000 or more are considered Capital Outlay from a financial perspective.

**CERTIFICATES OF PARTICIPATION** – Form of lease-purchase financing used to construct or acquire capital facilities and equipment.

**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)** – A federal grant that aims to develop viable urban communities by providing decent housing, a suitable living environment, and expanded opportunities for persons of low and moderate income. The City of Elk Grove receives an annual CDBG entitlement from the U.S. Department of Housing and Urban Development.

**COMPENSATION** – A budget category which generally accounts for full-time and temporary employees.

**DEBT SERVICE** – Payment of the principal and interest on an obligation resulting from the issuance of bonds, notes, and interfund loans.

**DEFICIT** – An excess of expenditures or expenses over resources.

**DEPARTMENT** – A major organizational unit of the City that has been assigned overall management responsibility for an operation or a group of related operations within a functional area.

**DEPRECIATION** – The decrease in the value of physical assets due to use and the passage of time.

**DEVELOPMENT IMPACT FEE** – Fees placed on the development of land or conditions required for the approval of a development project, such as the donation (dedication or exaction) of certain land (or money) to specific public uses. The fees are typically justified as an offset to the future impact that development will have on existing infrastructure.

**ENCUMBRANCES** – A legal obligation to pay funds for an expenditure that has not yet occurred. They cease to be encumbrances when the obligations are paid or otherwise terminated.

**ENTERPRISE FUNDS** – This fund type is used to account for operations that are: (a) financed and operated in a manner similar to private sector enterprises, and it is the intent of the City that the costs (including depreciation) for providing goods or services to the general public be financed or recovered primarily through the user charges; or (b) the City or an outside grantor agency has determined that a periodic determination of revenues earned, expenses, and net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes. The City has established the following enterprise funds: solid waste, transit, and drainage.

**EXPENDITURE** – The outflow of funds paid or to be paid for an asset or goods and services obtained regardless of when the expense is actually paid. This term applies to all funds. **Note:** An encumbrance is not an expenditure; an encumbrance reserves funds to be expended.

**FIDUCIARY FUNDS** - Used to report assets held in a trustee or agency capacity for others.

**FISCAL YEAR (FY)** – A 12-month period of time to which the budget applies. The City of Elk Grove’s fiscal year is July 1 through June 30.

**FULL-TIME EQUIVALENT (FTE)** – The decimal equivalent of a part-time position converted to a full-time base (i.e., one person working half time would equate to 0.5 FTE).

**FUND** – An independent fiscal and accounting entity used to record all financial transactions related to the specific purpose for which the fund was created. The seven generic fund types used by the City are: General Fund, Special Revenue, Debt Service, Capital Projects, Enterprise, Internal Service, and Trust and Agency.

**FUND BALANCE** – Also known as the financial position, fund balance is the excess of assets over liabilities. The Fund Balance represents the cumulative effect of revenues, infrastructure and equipment, grant funding, loan proceeds and other financing sources over expenditures, outstanding debt, compensated absences and other financial obligations.

**GANN APPROPRIATIONS LIMIT** – This term refers to Article XIII B of the California State Constitution that places limits on the amount of proceeds from taxes that state and local governmental agencies can receive and spend each year.

**GAS TAX** – Administered by the California Department of Tax and Fee Administration, this is a per-gallon tax on fuel used to propel a motor vehicle or aircraft. Use of the revenue is for research, planning, construction, improvement, maintenance, and operation of public streets and highways or public mass transit.

**GENERAL FUND** – The primary fund of the City used to account for all revenues and expenditures of the City not legally restricted as to use. Examples of departments financed by the General Fund include the City Council, City Manager’s Office, Police, Human Resources, Attorney’s Office, Finance, and others.

**GENERAL PLAN** – California State law requires each City to adopt a General Plan that describes the direction the City will take concerning its future development.

**GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP)** – Uniform minimum standards and guidelines for financial accounting and reporting.

**GOAL** – The desired result of accomplishments within a given time frame.

**GOVERNMENTAL FUNDS** - Funds used to account for tax-supported activities.

**GRANT** – Contribution or gift or cash or other assets from another governmental entity to be used or expended for a specific purpose, activity, or facility.

**INFRASTRUCTURE** – Facilities on which the continuance and growth of the community depend, such as roads, water lines, sewers, public buildings, etc.

**INTER-FUND TRANSFERS** – Monies moved from one fund to another. The money is transferred to finance the operations of another fund or to reimburse the fund for expenses.

**INTERNAL SERVICE FUND** – Funds established to account for the financing of goods or services provided by one department for other departments within the City on a cost reimbursement basis.

**LANDSCAPE AND LIGHTING DISTRICT** – An assessment district that is formed for the maintenance of landscaping and street light improvements.

**MEASURE A** – Sacramento County voters approved a ½ cent sales tax funding source in the late 1980s to fund specific transportation projects and maintenance.

**MELLO ROOS DISTRICT** – The formation of a special tax district for the installation and maintenance of public improvements.

**MODIFIED ACCRUAL** – An adaptation of the accrual basis of accounting for governmental fund types. Revenues and other financing resources are recognized when they become measurable and available to finance expenditures for the current period. Expenditures are recognized when the fund liability is incurred.

**MOTOR VEHICLE IN-LIEU** – A State vehicle fee imposed on motorists for the privilege of operating a motor vehicle on public highways. It is imposed “in-lieu” of a local property tax.

**MUNICIPAL CODE** – A book that contains City Council-approved ordinances currently in effect. The Code defines City policy with respect to areas such as planning, zoning, building, etc.

**OBJECTIVES** – The necessary steps that need to be accomplished to achieve a desired goal.

**OPERATING BUDGET** – Annual appropriation of funds for ongoing program costs, including salaries and benefits, services and supplies, debt service, and capital outlay.

**OPERATING EXPENSES** – Expenditures for materials, supplies, and services that are ordinarily consumed within a fiscal year and which are not included in program inventories.

**ORDINANCE** – A formal legislative enactment by the City Council. It is the full force and effect of law within City boundaries unless pre-empted by a higher form of law. An ordinance has a higher legal standing than a resolution.

**PERFORMANCE INDICATORS** – Performance indicators are an important component of decision making and, at a minimum, they should be based on program goals and objectives, measure program results or accomplishments, provide for comparisons over time, measure efficiency and effectiveness, and be reliable, verifiable, and understandable.

**PROPERTY TAX** – Property tax is imposed on real property (land and permanently attached improvements such as buildings) and tangible personal property located within the City.

**PROPOSED BUDGET** – This refers to the status of an annual budget that has been submitted by the City Manager and is pending public review and City Council adoption.

**REIMBURSEMENT** – The payment of an amount remitted on behalf of another party, department, or fund.

**RESERVE** – An account used to record a portion of the fund’s balance that is legally restricted for a specific purpose and is, therefore, not available for general appropriation unless authorized by the legislative body.

**RESOLUTION** – A special order of the City Council which has a lower legal standing than an ordinance.

**RETAINED EARNINGS** – An equity account reflecting the accumulated earnings of an enterprise or internal service fund.

**REVENUE** – Amount received for taxes, fees, permits, licenses, interest, and intergovernmental sources during the fiscal year.

**REVENUE BONDS** – A type of bond usually issued to construct facilities. The bonds are repaid from the revenue produced by the operation of these facilities.

**SALARIES AND BENEFITS** – A budget category that generally accounts for full-time and temporary employees, overtime, and all employee benefits, such as medical, dental, and retirement.



**SPECIAL ASSESSMENT** – A compulsory levy made against certain properties to defray all or part of the cost of a specific capital improvement or service deemed to benefit primarily those properties.

**SPECIAL REVENUE FUND** – A fund used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

**TAXES** – Compulsory charges levied by a government for the purpose of financing services performed for the common benefit.

**TRANSIENT OCCUPANCY TAX (TOT)** – A tax imposed on travelers who stay in temporary lodging facilities within the City. Also referred to as a Hotel or Motel Tax.

# RESOLUTION