

## City of Huntington Beach FY 2024/25 Budget Adoption

City Council Public Hearing June 4, 2024

SUPPLEMENTAL COMMUNICATION

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Meeting Date: 6-4-2024

Agenda Item No. #19 (24-420)

# **Presentation Overview**

- Proposed FY 2024/25 General Fund Budget Review
- Proposed Revenue Adjustments
- FY 2024/25 Budget Approval and Related Actions Requested





## Proposed FY 2024/25 General Fund Budget Review

## FY 2024/25 General Fund Proposed Budget Review

## • Proposed FY 2024/25 General Fund Budget is structurally balanced, with a projected \$1.7 million surplus

- The surplus figure has been updated from the May 21<sup>st</sup> Study Session to include proposed Master Fee and Emergency Medical Fee (EMS) revenues increases totaling \$1.9M
- Proposed increases to key positions within the City Attorney's Office to assist with attraction and retention of talent and to fill critical vacancies have also been included.

General Fund (Fund 100)	Proposed
(in thousands)	FY 24/25
Revenues (recurring)	\$294,818
Revenues (one-time) *	6,877
Total Revenues	301,695
Personnel Costs	191,221
Operating Costs	57,374
Non-Operating Costs **	51,400
Total Expenditures	299,995
Surplus / (Deficit)	\$1,700 <u></u>

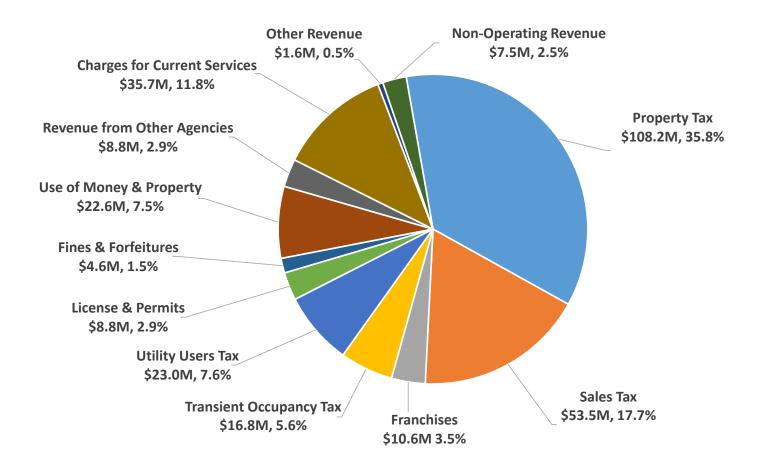
\* GF portion of Waterfront allocation, of which 25% is being transferred to the Section 115 Trust, 23% is being transferred to the Equipment Replacement Fund, 15% is being transferred to the Workers' Compensation Fund and 37% is being transferred to the General Liabilities Fund

\*\* Includes Debt Service, Capital Expenditures, and Transfers

#### • Continued Infrastructure Investments in FY 2024/25

- General Fund transfer to the Infrastructure Fund totals \$14.5M
- CIP budget totals \$35.3M (decrease from prior year of \$41.2M due to \$4.5M of AES projects in FY 2023/24)

### FY 2024/25 General Fund Proposed Revenues - \$301.7M

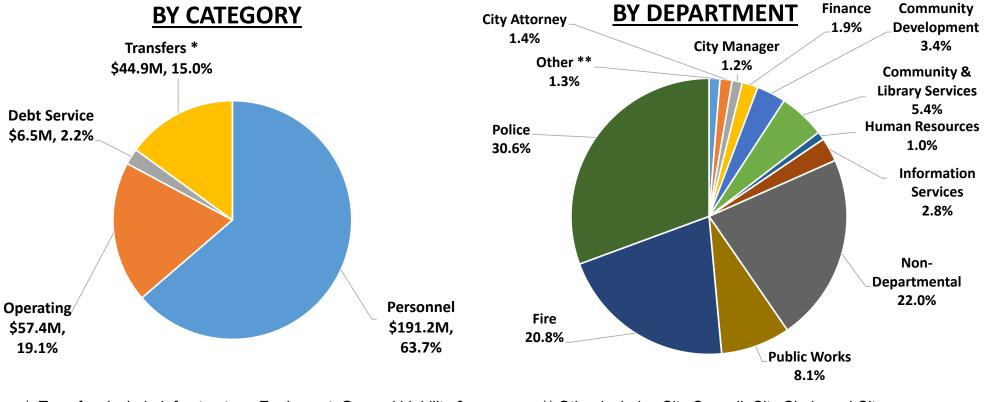


## FY 2024/25 General Fund Proposed Revenues - \$301.7M

#### • Major revenue variances include:

- Property Tax: \$108.2 million (3.8% or \$3.3 million increase)
  - Higher assessed valuations as of January 1, 2024 versus prior fiscal year
- Revenue from other Agencies: \$8.8 million (200.5% or \$6.1 million increase)
  - Expected reimbursement of \$6.2 million from participation in the Voluntary Rate Range Intergovernmental Transfer (VRRP IGT) Program. These revenues are partially offset by expenditures related to program participation.
- > Non-Operating Revenue: \$7.5 million (173.8% or \$4.7 million increase)
  - FY 24/25 includes one-time transfer of \$6.9 million for first repayment related to the Waterfront Loan Superior Court Judgement
  - Partially offset by FY 23/24 one-time revenues of \$2.3 million for Emerald Cove Superior Court Judgement

## FY 2024/25 General Fund Proposed Expenditures - \$300.0M



<sup>\*</sup> Transfers include Infrastructure, Equipment, General Liability & Section 115 Trust Transfers

\*\* Other includes City Council, City Clerk, and City Treasurer

## FY 2024/25 General Fund Proposed Expenditures - \$300.0M Historical By Department

Department	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Actual	FY 2023/24 Adopted	FY 2023/24 Revised	FY 2024/25 Proposed	%
City Council	356,556	364,612	380,181	491,444	491,444	494,879	0.16%
City Manager	1,726,164	2,108,671	3,317,116	3,954,168	5,425,732	3,585,283	1.20%
City Attorney	2,634,882	2,563,047	2,854,183	3,757,580	3,763,280	4,252,769	1.42%
City Clerk	956,561	1,107,974	1,208,249	1,200,785	1,667,913	1,438,904	0.48%
City Treasurer	285,833	278,783	349,464	1,860,916	1,860,916	1,892,847	0.63%
<b>Community Development</b>	7,985,880	9,139,699	10,524,519	10,737,898	11,802,203	10,252,741	3.42%
<b>Community &amp; Library Services</b>	11,360,145	13,463,539	14,717,805	15,532,485	15,654,777	16,239,674	5.41%
Finance	5,352,424	5,811,690	6,106,334	5,458,185	5,697,711	5,609,226	1.87%
Fire	51,095,562	51,915,169	55,142,255	56,502,971	59,054,317	62,525,176	20.84%
Human Resources	1,740,373	1,838,765	2,092,107	2,629,343	2,788,098	2,864,232	0.95%
Information Services	6,266,968	6,234,100	6,934,385	8,150,189	8,447,559	8,450,864	2.82%
Non-Departmental	35,300,667	57,448,450	86,383,591	61,788,073	68,604,052	66,107,308	22.04%
Police	80,106,295	78,596,824	78,635,698	89,236,150	89,696,874	91,846,590	30.62%
Public Works	21,666,049	20,835,966	23,349,353	23,889,121	24,440,108	24,434,788	8.15%
TOTAL	226,834,359	251,707,289	291,995,240	285,189,308	299,394,984	299,995,281	100.0%

## FY 2024/25 General Fund Proposed Expenditures - \$300.0M

#### • Major expenditure variances include:

- Personnel: \$191.2 million (4.9% or \$9.0 million increase)
  - Increase to PERS Normal Cost and PERS UAL
  - Continuing impacts from FY 23/24 MOU updates
  - Addition of 4 FTEs (more details on following slide)
- > **Operating:** \$57.4 million (-2.6% or \$1.56 million decrease)
  - Citywide effort to realign costs and preserve funding for contractual increases and inflationary demands related to the provision of core services

## **Recommended FY 2024/25 Authorized Positions**

#### • Staff is proposing 4 new positions in the FY 2024/25 Budget:

#### **City Attorney's Office**

 Upgrade of 1 Deputy Community Prosecutor to Senior Deputy Community Prosecutor to lead City's prosecutorial efforts for complex misdemeanor cases (General Fund)

#### **Community Development Department**

• (1) Building Inspection Supervisor to provide staff supervision and oversight of complex residential and commercial projects (General Fund)

#### **Fire Department**

• (1) Limited-term Management Aide to serve as a community engagement coordinator (Opioid Funds)

#### **Police Department**

 (1) Real Time Crime Center Supervisor to oversee the proactive monitoring of available technology and information systems resources to aid in the prevention of crime (General Fund)

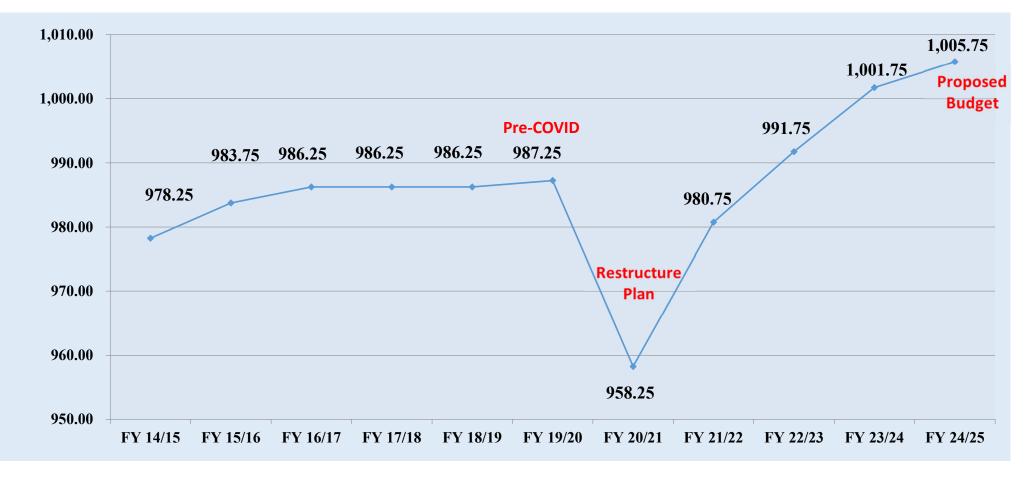
## **Recommended FY 2024/25 Authorized Positions**

• Staff is proposing 4 new positions in the FY 2024/25 Budget:

#### **Public Works Department**

- (1) Fleet Maintenance Crew Leader to coordinate fuel sites and fuel system compliance (General Fund)
- (1) Senior Mechanic to meet demand for heavy equipment and safety fleet vehicle maintenance and repairs (General Fund)
- (-1) Non-General Fund position restructuring:
  - Upgrade of 1 vacant Capital Projects Administrator to Capital Projects Supervisor to oversee construction project management and contract administration
  - Upgrade of 1 vacant Deputy Director of Public Works to Deputy Public Works
    Director / City Engineer
  - Elimination of City Engineer position (-1)

## FY 2024/25 Full Time Equivalent – All Funds



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## Proposed Revenue Adjustments

# **EMS Cost Recovery Fee Adjustment**

- The City's EMS fees were last updated in 2021
- Based on a third-party assessment coordinated by the Fire Department, the FY 2024/25 proposed budget contemplates an adjustment to EMS fees to full cost recovery and includes two new fees
  - <u>Standby Charges</u>: This is to capture the time spent by Fire Department staff at the hospital waiting per the hospital's request before they can be put back in service.
  - <u>Facility Lift Assist / Non-Transport</u>: This fee is for specific medical care facilities or residential nursing homes / assisted care facilities to conduct lift assists or other basic assessment of residents who do not need emergency transport to a local emergency department.

Fee Description	Current Fee	Recommended /Full Cost Fee	Difference	% Change
ALS/BLS Assessment and Emergency Transpor	t Fees			
Basic Life Support (BLS) Base Rate	\$1,655	\$2,092	(\$437)	26%
Advanced Life Support (ALS) Surcharge	\$174	\$220	(\$46)	27%
Non-Resident Surcharge	\$474	\$599	(\$125)	26%
Treat No Transport Fee	\$366	\$462	(\$96)	26%
Mileage	\$15.77	\$22.74	(\$6.97)	44%
Oxygen	\$115	\$176	(\$61)	53%
EKG	\$64	\$77	(\$13)	20%
New Fees				
Standby (ea. 30 min)	N/A	\$149	N/A	N/A
Facility Lift Assist/Non-Transport	N/A	\$376	N/A	N/A

• If approved, approximately \$1.6M in new General Fund revenue is anticipated annually

- The City maintains a Master Fee and Charges Schedule identifying applicable fees and charges for various City services.
- Fees are reviewed and updated periodically
  - The City last completed a comprehensive fee study in 2016 based on FY 2014/15 budget and financial data
  - The proposed Master Fee and Charges Schedule incorporates a full cost of service study based on FY 2023/24 budget data and also includes strategic adjustments to certain fees.
- Communities primarily use tax revenues to fund services that provide community-wide benefits such as Public Works, Public Safety, and Park Maintenance.
- Communities use fees and charges (direct recovery) to fund services that provide a direct benefit to an individual or business, such as: plan review, permitting, and inspection.
- If adopted as proposed, the updated schedule is expected to generate up to \$1,262,586 in additional annual revenue, \$908,045 of which is General Fund revenue.

#### **City Treasurer Fees**

- Increase Credit Card Transaction Fee (FN-67) from 2.29% to 3.00%
- Projected decrease in subsidy: \$73,500 General Fund, \$94,030 Other Funds

#### **City Manager Fees**

- Restructuring of Film Permit Fees to align with other cities
  - Restructured Application Fee Addition of equipment fees New 15% coordination fee

Introduction of Peak Season filming fees Standardized fee schedule for staff time

- Civic Center Room Rentals
- Projected decrease in subsidy: \$32,480 Other Funds

#### **Community Development Proposed Adjustments**

- New Expedited Plan Review Fee
  - Offered at 2x the regular plan review rate
  - Reduces building plan review turnaround time by 50%
  - Projected decrease in subsidy: demand-based, to be evaluated in FY 2024/25

#### Strand Parking Structure

- Parking Rate adjustments to align with other similar mixed-use facilities and comparable parking programs in Orange County
- Peak pricing months would be extended from May 16-September 14 to April 1-October 31 to align with periods of higher demand
- Projected decrease in subsidy: \$100,774 General Fund, \$100,774 Other Funds

**Community & Library Services Proposed Adjustments** 

- New Specific Events Ticketed Event Fee
  - Event organizers seeking permits for ticketed events will be required to pay a per-ticket fee for all ticketed events based on the face value of the ticket

Ticket Value	Per Ticket Fee
\$0 - \$50	\$2
\$51 - \$200	\$4
\$201+	\$6

- Projected increase in revenue: \$200,000 General Fund in Year 1
- Sports Complex (HCPSC) Tournaments and Special Events Parking
  - New parking charge to increase the daily parking rate on Tournament/Special Event days from the current \$2 to \$10.
  - 40% of the revenue generated from this fee would be placed in a dedicated fund for HCPSC capital improvements.
  - Projected increase in revenue: \$267,194 General Fund, \$178,127 Other Funds

**Community & Library Services Proposed Adjustments (continued)** 

#### Room Rental Hourly Increases

• Recommended increase of \$15 per hour at the following facilities:

Senior Center in Central Park Community Center Rooms C and D Rooms in the Central Library

Clubhouses Central Library Theater Rental

- Rates were last adjusted in December 2018
- Projected increase in revenue: \$115,760 General Fund

#### **Community & Library Services Proposed Adjustments (continued)**

Field Rental Hourly Rates	Current	Proposed
HB Nonprofit/Organized 55+ Senior Groups	\$15.00/hr.	\$22.00/hr. or \$198 per day
Adult or Youth Residents	\$25.00/hr.	\$32/hr. or \$238 per day
Non-Resident/Non-Profit Groups *NEW*	\$25.00/hour	\$37.00/hr. or \$285.00/day
Commercial/Business/For-Profit *NEW*	\$25.00/hour	\$42/hr. or \$342.00/day

- Newport Beach: \$77/hour (Resident Non-Profit groups) to \$344/hour for Non-Resident Commercial Rates
- Irvine: \$37/hour (Resident Youth Non-Profit to \$79/hour for Commercial For Profit)
- Projected increase in revenue: \$21,000 General Fund

#### **Police Proposed Fees**

	FEE TYPE						
СІТҮ	PHOTOS	AUDIO	VIDEO	BODY-WORN CAMERAS	DISPATCH	REPORT REQUEST	
Costa Mesa	\$ 29.75	\$ 30.00	\$ 50.00	\$ 50.00	\$ 40.00	\$ 9.00	
Fountain Valley	15.00	15.00	15.00	15.00	15.00	No charge	
Garden Grove	20.00	20.00	20.00	20.00	20.00	\$0.10 per page	
Newport Beach	38.00	81.00	162.00	165.00	94.00	3.25	
Huntington Beach (Proposed)	25.00	25.00	25.00	25.00	25.00	5.00	
Orange*	25.00	25.00	25.00	25.00	25.00	24.00	
Santa Ana	21.00	47.00	47.00	47.00	47.00	\$0.21 per page	
Tustin	37.00	37.00	37.00	37.00	37.00	No charge	
Huntington Beach (Current)	No charge	No charge	No charge	No charge	No charge	No charge	

\* City of Orange charges \$82.00 for police reports exceeding 75 pages.

Projected decrease in subsidy: \$50,000 General Fund

#### **Fire Proposed Adjustments**

- Adjustments are proposed based on updated review of cost of service for Community Risk Reduction, Central Net Training Center, Plan Review, and other Fire program fees.
- Additional new fees such as copies and instructor wages are recommended in the Central Net Training Center category
- Projected decrease in subsidy: \$10,337 General Fund, \$2,610 Other Funds

#### **Public Works Adjustments**

- Adjustments are proposed based on a review of actual costs
- The majority of fees are deposit-based, and unused fees are returned to the applicant
- Projected decrease in subsidy: \$37,000 General Fund

#### **Annual Inflationary Adjustment**

- Recommended that City Council authorize the City Manager or designee to make annual inflationary adjustments to fees and charges
- Based on the prior year annual percentage change in the all-urban Consumer Price Index for Los Angeles-Long Beach-Anaheim, California (CPI), not to exceed five percent (5%) per year.
- Other Orange County cities that have adopted this method include: Newport Beach, Costa Mesa, Seal Beach, and Lake Forest.

# **Master Fee and Charges Schedule Summary**

DEPARTMENT	
City Treasurer - Credit Card Transaction Fee	\$ 73,500
City Manager - Film Permit Fee Restructuring	32,480
City Manager - Civic Center Room Rentals	TBD
Community Development - Expedited Plan Review	TBD
Community Development - Strand Parking Fees	100,774
Community & Library Services - Ticketed Event Fee	200,000
Community & Library Services - Sports Complex Tournaments & Special Events Parking	267,194
Community & Library Services - Room Rentals	115,760
Community & Library Services - Field Rentals	21,000
Fire Fees - Inspection, Plan Review, and Hourly Rates	10,337
Police - Records Fee	50,000
Public Works Fees	37,000
Total Estimated General Fund Revenue Impact	\$ 908,045
City Treasurer - Credit Card Transaction Fee (Other Funds)	94,030
Community Development - Strand Parking Fees	100,774
Community & Library Services - Sports Complex Tournaments & Special Events Parking	178,127
Fire Fees - Central Net User Fees	2,610
Total Estimated All Funds Revenue Impact	\$ 1,283,586

## General Fund Long-Term Financial Plan with Proposed Master Fee and EMS Fee Changes

(in thousands)	Actual FY22/23	Projected FY23/24	Proposed FY24/25	Projected FY25/26	Projected FY26/27	Projected FY27/28
Revenue (Recurring)	277,069	279,775	294,818	296,455	303,967	311,720
Revenue (One-Time)*	35,648	5,470	6,877	-	-	-
Planned Use of Reserves	-	8,804	-	-	-	-
Total Sources of Funds	312,717	294,049	301,695	296,455	303,967	311,720
Expenditures less UAL	254,720	264,960	274,797	282,175	290,563	297,805
CalPERS UAL **	4,891	5,000	5,215	8,981	12,727	16,458
POB Payment	13,663	13,276	13,106	12,750	12,537	12,537
One-Time Expenditures	18,721	8,804	6,877	-	-	-
Total Expenditures	291,995	292,040	299,995	303,906	315,827	326,800
Restricted Reserves	16,978	-	-	-	-	-
Surplus/(Deficit)	\$3,744	\$2,009	\$1,700	(\$7 <i>,</i> 451)	(\$11,860)	(\$15,080)

\* FY 22/23 one-time revenue consists of \$29.6M in American Rescue Plan Act funding and \$1.8M in transfers from the Housing Agreement and Triple Flip fund. FY 23/24 one-time consists of General Fund portion of Emerald Cove settlement. FY 24/25 one-time consists of the General Fund portion of the first payment of the Waterfront Loan Settlement. Future payments of the Waterfront Loan are calculated on an annual basis in accordance with Health and Safety Code Section 34191.4(b)(3)(A).

\*\* Future CalPERS UAL Costs are estimated using the most recent CalPERS investment return of 6.1% in FY 22/23. The current forecast requires use of Section 115 Trust reserves (per UAL Policy) starting in FY 25/26.

## General Fund Long-Term Financial Plan without Proposed Master Fee and EMS Fee Changes

(in thousands)	Actual FY22/23	Projected FY23/24	Proposed FY24/25	Projected FY25/26	Projected FY26/27	Projected FY27/28
Revenue (Recurring)	277,069	279,775	292,267	293,402	300,725	308,287
Revenue (One-Time)*	35,648	5,470	6,877	-	-	-
Planned Use of Reserves	-	8,804	-	-	-	-
Total Sources of Funds	312,717	294,049	299,144	293,402	300,725	308,287
Expenditures less UAL	254,720	264,960	274,797	282,175	290,563	297,805
CalPERS UAL **	4,891	5,000	5,215	8,981	12,727	16,458
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Total Expenditures	291,995	292,040	299,995	303,906	315,827	326,800
Restricted Reserves	16,978	-	-	-	-	-
Surplus/(Deficit)	\$3,744	\$2,009	(\$851)	(\$10,504)	(\$15,102)	(\$18,513)

\* FY 22/23 one-time revenue consists of \$29.6M in American Rescue Plan Act funding and \$1.8M in transfers from the Housing Agreement and Triple Flip fund. FY 23/24 one-time consists of General Fund portion of Emerald Cove settlement. FY 24/25 one-time consists of the General Fund portion of the first payment of the Waterfront Loan Settlement. Future payments of the Waterfront Loan are calculated on an annual basis in accordance with Health and Safety Code Section 34191.4(b)(3)(A).

\*\* Future CalPERS UAL Costs are estimated using the most recent CalPERS investment return of 6.1% in FY 22/23. The current forecast requires use of Section 115 Trust reserves (per UAL Policy) starting in FY 25/26.



## FY 2024/25 Budget Approval and Related Actions Requested

# **City Council Approval Requested**

- 1) Adopt a budget for Fiscal Year 2024/2025
- 2) Authorize the Professional Services Listing included in the FY 2024/2025 Budget
- 3) Adopt Resolution No. 2024-28 Establishing the Gann Appropriation Limit for Fiscal Year 2024/2025 in the amount of \$1,217,866,589
- 4) Adopt Resolution No. 2024-27 Levying a Retirement Property Tax for Fiscal Year 2024/2025 to Pay for Pre-1978 Employee Retirement Benefits
- 5) Adopt Resolution No. 2024-24, "A Resolution of the City Council of the City of Huntington Beach Modifying Salary and Benefits for Non-Represented Employees by Adding the Deputy Public Works Director/City Engineer Classification and Establishing the Compensation
- 6) Adopt Resolution No. 2024-25, "A Resolution of the City Council of the City of Huntington Beach Amending the City's Classification Plan by Adding the Classifications of Capital Projects Supervisor and Real Time Crime Center Supervisor
- 7) Adopt Resolution No. 2024-33, "A Resolution of the City Council of the City of Huntington Beach Modifying Salary and Benefits for Non-Represented Employees by Adding the Senior Deputy Community Prosecutor Classification and Establishing the Compensation and Amending the Non-Elected Non-Represented Employees Pay Schedule to Update the Compensation Range for the Chief Assistant City Attorney and Deputy Community Prosecutor

## **City Council Approval Requested**

- 8) Adopt Resolution No. 2024-31, "A Resolution of the City Council of the City of Huntington Beach Adopting an Updated Master Fee and Charges Schedule
- 9) Adopt Resolution No. 2024-32, "A Resolution of the City Council of the City of Huntington Beach Setting Advanced Life Support, Basic Life Support, and Emergency Ambulance Transportation Fees to be Charged by the Fire Department of the City of Huntington Beach
- 10) Adopt Resolution No. 2024-26, "A Resolution of the Huntington Beach City Council of the City of Huntington Beach, California Acknowledging Receipt of a Report Made by the Fire Chief of the Huntington Beach Fire Department Regarding the Inspection of Certain Occupancies Required to Perform Annual Inspections in such Occupancies Pursuant to Sections 13146.2 and 13146.3 of the California Health and Safety Code
- 11) Authorize the City Manager or designee to purchase one Triple Combination Pumper Engine in the amount of \$1,257,063.
- 12) Direct 40 percent of Huntington Central Park Sports Complex (HCPSC) Tournaments and Special Events Parking to the HCPSC Capital Improvements Fund (Fund 325) to provide for HCPSC capital improvements.

# **Questions?**

