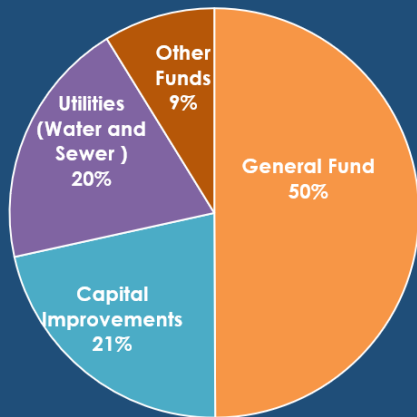


## BUDGET DEVELOPMENT

The Fiscal Year 2023-24 Budget development was guided by the City Council's top priorities, which are aimed at increasing environmental sustainability in City operations and the community at large, improving transportation and roadway safety, addressing housing affordability with a focus on socioeconomic diversity, and improving the City's infrastructure. Despite suffering significant revenue loss from the COVID-19 pandemic, the City is committed to its long-term priorities, the focus for fiscal year 2023-24 is to continue to provide high-quality municipal services to the community and to prepare for the City's eventual fiscal recovery.

## CITYWIDE BUDGET

In June 2023, the City Council adopted the budget for fiscal year 2023-24 (July 1, 2023 through June 30, 2024) in the amount of \$149.24 million, which includes ongoing funding for the City's public safety, library, parks and recreation, utility, general administration, and internal services support functions, as well as improvements to our roads, facilities, and utility infrastructure.



As depicted in the pie chart, the majority of the City's expenditures (\$74.52 million, or 50%) is attributable to the General Fund, which funds police, fire, library, parks and recreation, engineering, streets and storm drainage

maintenance, planning activities, and internal general administration functions. The City is expected to fund approximately \$32.27 million (21%) in capital improvements to rehabilitate our roads and sidewalks, and rehabilitate and replace aging utility infrastructure. The third largest expenditure of \$29.31 million (20%) is to fund the City's water and sanitary sewer utilities. Throughout the year the utility customers pay for these services. The majority of these revenues are used to purchase water from the San Francisco Public Utilities Commission (SFPUC), collect and treat wastewater, maintain the capital infrastructure, and administer the utilities. Other funds include special revenue funds, debt service funds, internal services funds, and other enterprise funds such as the Parking Fund, Building Fund, and Solid Waste Fund.

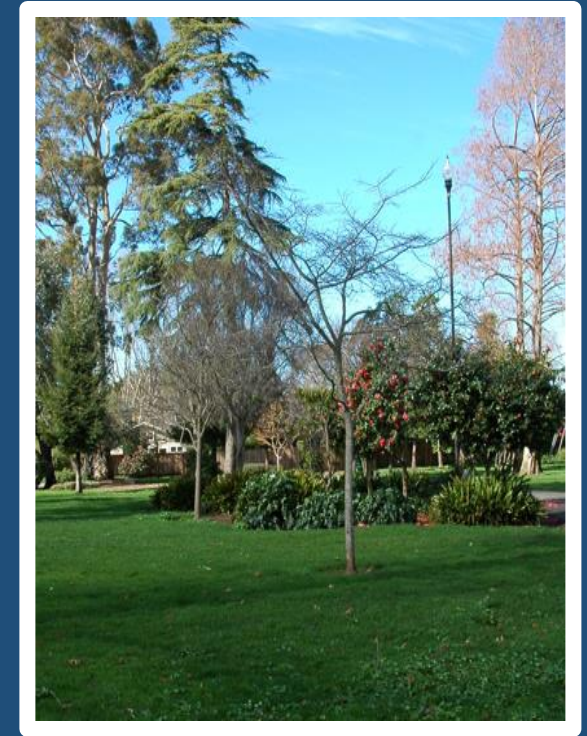
### CITY COUNCIL

Mayor	Michael Brownrigg
Vice Mayor	Donna Colson
Council Member	Emily Beach
Council Member	Ricardo Ortiz
Council Member	Peter Stevenson

### ABOUT THE CITY OF BURLINGAME

Year of incorporation	1908
Total Population	30,136 *
Area of City	6.1 square miles
Persons per Household	3.14
Street Miles	84 centerline miles
Sidewalk Miles	116 miles
Streetlights	1,800
Street Trees	14,444
Park Trees	1,516
Species of Trees	309
Parks and Open Spaces	23
Libraries	2
Library Circulation	709,000

\*California Department of Finance (2023)



# City of Burlingame

## BUDGET IN BRIEF FY 2023-24



## GENERAL FUND BUDGET

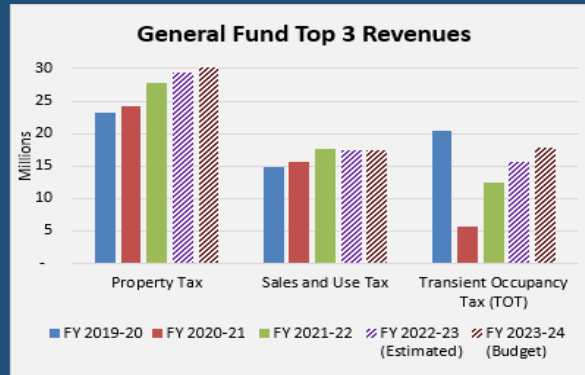
	FY 2023-24
General Fund Revenues	\$ 80.51 million
General Fund Expenditures	( 74.52 million)
Transfers:	
Support Capital Improvements	(6.62 million)
Pension Trust Fund	(0.87 million)
Other Transfers	( 1.76 million)
<b>Net (Deficit)</b>	<b>( \$ 3.25 million)</b>

General Fund revenues are projected to be \$80.51 million for FY 2023-24, a \$10.52 million increase from last year, but still a \$4.03 million decrease as compared to FY 2018-19 (pre-COVID). On the expenditure level, staffing proposals were kept to a minimum to deal with the ongoing impacts of the COVID-19 pandemic and other non-personnel costs are stable and reflect a small increase. Support for capital improvements is limited to \$6.62 million to ease the burden on the General Fund. Overall, due to significant revenue loss from the pandemic-induced recession, funding needs will exceed funding resources in FY 2023-24, resulting in a budget deficit of \$2.39 million. The most recent five-year forecast indicates that the General Fund will continue to draw down reserves for the next few years until projected surpluses are achieved in FY 2026-27.

### General Fund Revenues

Although the economy has been slowly recovering, the outlook for the City's fiscal year 2023-24 budget is more stable than could be foreseen a year ago. Property tax, transient occupancy tax (TOT), and sales and use tax are the top three revenues for the General Fund. Revenues from property tax are anticipated to remain solid, with a projected \$31.64 million for FY 2023-24. Sales and use tax revenues are expected to stabilize and slow growth.

TOT is dependent on both the occupancy levels and room rates of the City's hotel stock. TOT revenue is very sensitive to economic trends.



In good times both occupancy rates and room rates increase, but during recessionary periods, both go down, which can result in a significant reduction in TOT revenue. Burlingame hotels primarily serve business travelers. Recovery in this sector of the hotel industry is expected to be slower than in other parts of the economy. A full recovery in TOT is not anticipated until fiscal year 2025-26. TOT revenues are projected to be nearly \$17.92 million for FY 2023-24, a significant drop from \$29.38 million for FY 2018-19 (pre-COVID), but a much better outlook as compared to the actual \$5.74 million TOT for FY 2020-21.

	FY 2023-24
Property Tax	\$ 31,644,580
Sales and Use Tax	17,458,222
Transient Occupancy Tax	17,919,000
Other Taxes	
Franchise Tax	1,748,000
Business Tax	1,500,000
Real Property Transfer Tax	500,000
State HOPTR	63,000
Licenses & Permits	82,600
Fines, Forfeitures and Penalties	653,000
Use of Money & Property	210,000
Charges for Services	6,909,300
Other Revenue	77,000
State Subventions	215,000
Interest Income	1,530,000
<b>Total General Fund Revenues</b>	<b>\$ 80,509,702</b>

## General Fund Expenditures

	FY 2023-24
General Administration	\$ 8,188,642
Public Safety	
Fire + Disaster Preparedness	14,702,559
Police & Dispatch	19,292,052
Parking Enforcement	750,571
Public Works	8,757,334
Community Development	2,782,144
Leisure and Culture	
Aquatics Center	462,000
Library	6,353,406
Parks and Tree Maintenance	8,476,106
Recreation	4,753,820
<b>Total Expenditures</b>	<b>\$ 74,518,635</b>
Transfer to:	
Support Capital Improvements	6,620,000
Pension Trust Fund	868,000
Other Transfers	1,756,747
<b>Total Transfers</b>	<b>\$ 9,244,747</b>

### General Fund FY 2023-24 Operating Expenditures

