



# City of San Antonio

## Agenda Memorandum

**File Number:**

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**Agenda Item Number:** {{item.number}}

**Agenda Date:** May 15, 2025

**In Control:** City Council A Session

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**DEPARTMENT:** Office of Management & Budget

**DEPARTMENT HEAD:** Justina Tate

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

FY 2025 Mid-Year Budget Adjustment

**SUMMARY:**

A mid-year budget adjustment is recommended to the FY 2025 Adopted Operating and Capital Budget that will result in a revised budget based on actual revenues and expenditures for the first six months of the fiscal year (October to March) and projections for the remaining six months of the fiscal year (April to September) in the General Fund and various Restricted Funds.

**BACKGROUND INFORMATION:**

As part of the City's financial management practices, the City Manager recommends a Mid-Year Budget Adjustment for City Council consideration annually. This Adjustment aligns revenues and expenses based on actual activity for the first six months of the fiscal year (October to March) and updated projections for the remaining six months of the fiscal year (April to September). The result of this adjustment is a revised Budget for the Fiscal Year.

On September 19, 2024, the City Council adopted a balanced budget for the City's fiscal year 2025 that began October 1, 2024. As part of the City's financial management practices, City staff meets with the City Manager monthly to review the financial performance of the City and on a quarterly

basis, a report is provided to the City Council. Quarterly financial reports are prepared and presented to the City Council.

At the May 7th “B” Session, the City Council was presented with the Six Plus Six Financial report that reflected updated projections for revenues and expenses in the General Fund and Restricted Funds. This ordinance will authorize a budget adjustment that will right-size revenues and expenses reflected in the Six Plus Six Report consistent with what was presented to the City Council on May 7.

**ISSUE:**

The FY 2025 Six Plus Six Financial Report presented to City Council during the May 7th “B” Session provided City Council with an informational briefing on the City’s FY 2025 financial status of revenues and expenses through the first six months of the fiscal year (October to March) and projections for the remaining six months (April to September).

This council action will authorize a budget adjustment that will right-size revenues and expenses reflected in the Six Plus Six Report consistent with what was presented to the City Council on May 7. This adjustment will reflect actual activity for the first six months of the fiscal year (October to March) and projections for the remaining of the fiscal year (April to September). This adjustment results in a revised budget funds (See Attachment 1).

**ALTERNATIVES:**

This Mid-Year Budget Adjustment is part of the City’s Financial Practices to review and adjust the Adopted Budget to reflect actual and projected financial performance for the fiscal year.

**FISCAL IMPACT:**

The FY 2025 Mid-Year Budget Adjustment adjusts appropriation levels and adjusts budgeted revenues within the General Fund and Restricted Funds.

**RECOMMENDATION:**

Staff recommends approval of this item.