



CITY OF TOPEKA

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To: Honorable Mayor Michael Padilla & Members of the Topeka City Council
From: Josh McAnarney, Budget Manager
Date: August 21, 2024
Re: Changes from the First Iteration of the 2025 Operating Budget

Below is a list of changes that have been made since the first iteration of the 2025 Operating Budget:

FTE Transfers and Reductions

1. 1 Senior Executive Assistant was transferred from Public Works to the City Manager's Office (**No Net FTE Change nor Budget Change Overall**)
2. Removed an Engineering Tech Position for 621 – Water (Reduction of \$50,622.24)

Budget Reductions from Presented FY 2025 Budget

1. **Page 39:** Decreased the City Manager's Budget by \$25,000. This reduction was from an overestimation of the cost of the Executive Coach which was inputted in May.
2. **Page 45:** Decreased the Finance Budget by \$71,750. This was a combination of education/travel and reduction of contractual services that was requested in 2024 Budget.
3. **Page 89:** Decreased by \$50,000. The submitted budget overestimated a contract amount by \$50,000.
4. **Page 111 & 112:** Previously, there was a belief that the City would need to subsidize the Special Highway Fund, as noted on Page 111, because the fund was projected to be below the policy limit of 10% of received revenues by the end of 2025. However, as the year has progressed, Finance now projects that this transfer is no longer necessary. Therefore, we are renegeing the \$3,000,000 revenue on Page 111 and the \$3,000,000 transfer expense on Page 112.
5. **Page 114:** Interest Payments were inputted incorrectly for Debt Service. The line item for debt should be moved from \$18,518,733 to \$20,330,266.
6. **Page 133:** Finance is going to make a transfer from the 740 – Economic Development Fund into a “new” fund that will be specifically earmarked for the landbank. Common practice among municipalities is to split the landbank into its own separate, standalone fund. Previously the amount earmarked for the landbank was \$500,000—which was embedded within the Economic Development Fund—finance is simply moving it into a standalone fund for best practice purposes.

Verbiage Corrections

1. **Page 53:** Josh made an error on the comments on the “Changes from the 2024 Budget”. The first three bullets were placeholder and are inaccurate. They did not get removed for the posting of the presented budget.