

City of San Bruno

DRAFT FY25 Budget Principles

1. Actively pursue revenue enhancements and strive to achieve full cost recovery for all fee-based services, except where the City Council establishes a public interest in providing a subsidy.
2. Enhance and maintain core City services and infrastructure by prioritizing City Council adopted initiatives and strategies that contribute to the quality of life in San Bruno.
3. Promote the City's long-term financial sustainability through monitoring and reporting on changes in unfunded liabilities and including those changes in the City's long-term forecast.
4. Evaluate one-time revenues for highest and best investment.
5. Improve productivity through continual review of City services, identifying new programs/ initiatives and enhancing, reducing, or eliminating existing programs.
6. Proactively manage the loss of institutional knowledge through succession planning efforts including the ability to provide for overlap in critical positions, at the discretion of the City Manager.
7. Manage staff capacity to efficiently deliver services to the community through investment in new technologies that drive efficiency and productivity.
8. Incorporate a budget assumption for employee vacancies and resulting salary savings into the forecast.
9. Develop programs and initiatives that strengthen San Bruno's standing as an employer of choice to retain and attract highly qualified personnel.
10. Clearly define the cost and timing of all cash outlays associated with major projects, to allow investment of idle cash, while maintaining liquidity.
11. Communicate the City's financial position by continuing to refine the budget document and provide comparison to actual results, while enhancing the public's access to financial information.
12. Increase reserve funds, on an annual basis, as funds are available.