



## FINANCE DEPARTMENT

Special City Council Meeting Date: June 23, 2015  
Staff Report #: 15-111

**REGULAR BUSINESS:**                    **Approve a Resolution Adopting the 2015-16 Budget and Capital Improvement Program and Make an Appropriation from 2014-15 Resources to Transfer to the Capital Improvement Program Fund**

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### RECOMMENDATION

Staff recommends that the City Council approve the attached resolution to adopt the fiscal year 2015-16 budget and capital improvement program. Staff also recommends that, depending on which budget adoption option the City Council chooses, an appropriation be made from fiscal year 2014-15 resources for an additional transfer to the General Fund Capital Improvement Program in the current fiscal year, with an equal reduction in the proposed transfer for fiscal year 2015-16.

### POLICY ISSUES

The recommended actions are consistent with City Council policies and California Government Code. Adopting any of the three options described below is consistent with the City Council's approved fiscal year 2015-16 Work Plan. Furthermore, all three options seek to address the City Council direction provided at the June 16, 2015, meeting, with varying degrees of impact on city services.

### BACKGROUND

In January, the City Council developed its 2015-16 Work Plan goals after an extensive conversation regarding the need to create capacity in the organization to complete the new City Council goals and initiatives, as well as create greater capacity to process the dozens of major development projects before the City. In addition, the City Council acknowledged the need to make progress on the backlog of Capital Improvement Plan projects. The City Council unanimously adopted the 2015-16 Work Plan goals on February 24, 2015. Those goals reflected a need for up to 28 additional staff to complete this work.

As the budget development process proceeded, staff reduced the identified headcount from 28 to 20. To make headway on a number of important development projects (particularly the Gateway Project, which once opened and operating, should return to the

City over \$3 million annually) as well as to make progress on the Capital Improvement Plan, this additional staffing was deemed necessary.

The proposed fiscal year 2015-16 budget was delivered to City Council and posted on the City website on May 22, 2015. The City Manager also introduced the budget to the public at a comprehensive budget workshop, held May 26, 2015, at the Senior Center in Belle Haven. Finally, a public hearing on the proposed budget was held June 2, 2015, at which time the City Council made no modifications to the budget. On June 16, the City Council did not adopt the budget as presented and directed staff to address the General Fund deficit, including reassessing the request to add 11.5 full-time equivalent positions citywide.

## **ANALYSIS**

### **Revised fiscal year 2015-16 proposed budget**

Based on City Council's direction, staff reviewed all operations for opportunities to reduce expenditures, as well as headcount, as appropriate, in order to align revenues and expenditures in the General Fund. Staff reviewed options for cutting services, contracting-out services and reducing the request for net new positions to address the continued demand for development services. Four criteria were used in considering these recommendations:

- Prioritized full-time equivalent positions that generate or are associated with revenue
- Protected services that contribute to community equity
- Recognized the lead time and legal implications of contracting-out specific services
- Required that all recommendations must produce a direct positive fiscal impact on the General Fund balance in fiscal year 2015-16

As a result, the following options are being presented for City Council's consideration:

#### **Option #1 - service cuts:**

This option relies on a combination of headcount reductions, cutbacks in other personnel expenditures, recognition of revenue and pre-funding a portion of the General Fund transfer to the CIP. The reductions and revenues are detailed below:

- An additional \$300,000 in revenue for parking fines has been reincorporated. Originally, it was anticipated that changes to downtown parking would result in a revenue loss of \$300,000 annually starting in fiscal year 2015-16. There was no offsetting expenditure reduction included in the budget, as the Police Department had planned on redeploying one of the parking enforcement positions to code enforcement activities. Since the City Council has not yet taken action on these changes, parking enforcement in the downtown area will continue until such time.
- A total of 3.25 FTE have been removed from the budget, 2.25 of which are directly funded by the General Fund. This reduces personnel expenditures in the General

Fund by nearly \$300,000. The reduction of two senior development services technicians (2.0 FTE) in Public Works will likely impact development processing times. The elimination of one recreation supervisor (1.0 FTE) in Community Services and 0.25 FTE in the Library is contrary to recommendations from the respective operational reviews in each department which were intended to improve service efficiencies.

- Another \$67,500 in cuts to personnel expenditures was made across departments. This primarily consisted of reducing the overtime and temporary staff budgets for Public Works, Police, Community Services, the City Manager’s Office, Finance and Human Resources. It reduces the City’s flexibility to respond to new priorities or unanticipated needs throughout the fiscal year.
- The General Fund transfer to the CIP was reduced by \$491,362 in fiscal year 2015-16. This reduction is recommended to be offset by an appropriation in the current year of the same amount, which comes from unexpected revenues from the State that staff was not aware of when the proposed budget was originally presented.

These changes result in revenues and expenditures being in alignment in fiscal year 2015-16, as demonstrated in the table below:

	<b>Original Proposal</b>	<b>Revised Proposal</b>	<b>Difference</b>
<b>Total Revenues:</b>	<b>\$48,112,802</b>	<b>\$48,412,802</b>	<b>\$300,000</b>
<b>Expenditures:</b>			
Personnel	\$32,910,011	\$32,545,968	(\$364,043)
Other	\$13,487,490	\$13,487,490	\$0
Transfers	\$2,870,544	\$2,379,182	(\$491,362)
<b>Total Expenditures:</b>	<b>\$49,268,045</b>	<b>\$48,412,640</b>	<b>(\$855,405)</b>
<b>Surplus/(Deficit)</b>	<b>(\$1,155,243)</b>	<b>\$162</b>	

**Option #2 CIP Reduction:**

This option reduces the General Fund transfer the CIP by \$1,155,243 and reduces budgeted expenditures in the CIP Fund by a similar amount. For the General Fund, this results in the same financial position in 2015-16 as will be presented in option #3. Impacted projects include the climate action plan implementation, Nealon Park sports field sod and irrigation replacement, minor park improvements, tennis court electronic key upgrades, Bay levee project, rail coordination, and the implementation of Santa Cruz sidewalks. For the Santa Cruz sidewalks project, staff is proposing to replace \$500,000 in City funds with to-be-determined grant funds. These adjustments are outlined below:

**Five-year Capital Improvement Plan fiscal year 2015-16 General Fund Adjustments**

<b>Project</b>	<b>Cost</b>	<b>Impact</b>
Climate Action Plan Implementation	<del>\$100,000</del> \$50,000	Reducing the program budget will result in fewer climate action plan programs that will be implemented throughout the year which may impact our goal of achieving a 27 percent greenhouse gas reduction by 2020.
Nealon Park Sports Field Sod and Irrigation Replacement	<del>\$250,000</del>	The scope of the project would change from replacing the sod to converting the sod to synthetic turf, therefore becoming a new construction project versus a maintenance project. The scope change will allow us to utilize rec-in lieu funding in place of the general fund. The scope change may result in an overall cost increase to the budget which will be further refined during the project design.
Park Improvements Minor	<del>\$150,000</del>	This reduction will result in fewer park upgrades and enhancements throughout the year. However, general park needs can be addressed through the carry-over balance from fiscal year 2014-15.
Tennis courts electronic Key upgrade	<del>\$100,000</del>	Placing this project in the unfunded category or moving to a future fiscal year will have minimal impact on city service, but may impact the overall customer experience for park users.
Santa Cruz Sidewalks Implementation	<del>\$1,000,000</del> \$500,000	Staff recommends reducing the City's General Fund contribution to this project and making up the remaining funding needs through grant programs such as Safe Routes 2 School (SR2S) and Active Transportation Program (ATP). This change will likely result in additional staff time needed to identify, apply for and administer the grant funding sources and a possible increase to the timeline for construction.
Bay Levee Project	<del>\$90,000</del> \$65,000	Reducing the budget from by \$25,000 will result in less staff support and coordination for the project.
Rail Coordination	<del>\$50,000</del> \$25,000	Reducing the budget by \$25,000 will result in less staff support and coordination for the project.
<b>Total Savings</b>	\$1,100,000	

**Option #3 CIP Prefund/Preservation:**

This option pre-funds the General Fund transfer to the CIP from fiscal year 2014-15 resources in the amount of \$1,155,243. The fiscal year 2015-16 transfer amount was then reduced by the same amount. There is no change to the expenditure budget for the CIP Fund. For example, the funding amount for the Santa Cruz Sidewalk Project would be the same, but could be accelerated to fiscal year 2014-15 to ensure that the project remains

on schedule. This option requires City Council approval of an appropriation in the amount of \$1,155,243. Due to the inclusion of the parking enforcement revenue as described in option #1, this option results in a \$300,000 surplus in fiscal year 2015-16:

	<b>Original Proposal</b>	<b>Revised Proposal</b>	<b>Difference</b>
<b>Total Revenues:</b>	<b>\$48,112,802</b>	<b>\$48,412,802</b>	<b>\$300,000</b>
<b>Expenditures:</b>			
Personnel	\$32,910,011	\$32,910,011	\$0
Other	\$13,487,490	\$13,487,490	\$0
Transfers	\$2,870,544	\$1,715,301	(\$1,155,243)
<b>Total Expenditures:</b>	<b>\$49,268,045</b>	<b>\$48,112,802</b>	<b>(\$1,155,243)</b>
<b>Surplus/(Deficit)</b>	<b>(\$1,155,243)</b>	<b>\$300,000</b>	

## CONCLUSION

Depending on which option the City Council chooses, the revised citywide budget for fiscal year 2015-16 is between \$75.8 million and \$77.3 million, as demonstrated in the table below:

<b>Fund Category</b>	<b>Option #1</b>	<b>Option #2</b>	<b>Option #3</b>
General Fund	\$48,412,640	\$48,112,802	\$48,112,802
Special Revenue Funds	\$10,119,101	\$10,119,101	\$10,119,101
Capital Projects Funds	\$3,659,953	\$2,559,953*	\$3,659,953
Enterprise Funds (Water)	\$8,966,293	\$8,966,293	\$8,966,293
Internal Service Funds	\$4,190,332	\$4,190,332	\$4,190,332
Debt Service Funds	\$1,908,371	\$1,908,371	\$1,908,371
<b>Total</b>	<b>\$77,256,690</b>	<b>\$75,856,852</b>	<b>\$76,956,852</b>

\*Includes a \$1.1 million cut to CIP projects, which will result in delayed project completion.

The resolution to adopt the fiscal year 2015-16 budget and capital improvement program is included as Attachment A to this report. The resolution includes accompanying exhibits for each option that outlines the appropriations by fund that establishes the citywide budget.

## IMPACT ON CITY RESOURCES

The options for revisions to the proposed budget eliminates the operating deficit and aligns General Fund revenues and expenditures in fiscal year 2015-16. The only other fund impacted by potential revisions is the Capital Improvement Fund if option #2 is selected.

## ENVIRONMENTAL REVIEW

Environmental review is not required.

**ATTACHMENTS**

- A. Resolution adopting the fiscal year 2015-16 budget and capital improvement program

Report prepared by:

*Drew Corbett*

*Finance Director*

**RESOLUTION NO.**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MENLO  
PARK ADOPTING THE BUDGET FOR FISCAL YEAR 2015-16 AND  
ADOPTING THE CAPITAL IMPROVEMENT PROGRAM FOR THE  
FISCAL YEAR**

WHEREAS, the City of Menlo Park, acting by and through its City Council, having considered the proposed budget document dated June 2, 2015, and related written and oral information at the meetings held June 16 and June 23, 2015, and the City Council having been fully advised in the matter and good cause appearing therefore.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Menlo Park that the City Council does hereby adopt the budget for the fiscal year 2015-16 as set forth in the proposed budget presented to the City Council; and

BE IT FURTHER RESOLVED by the City Council of the City of Menlo Park that the City Council does hereby adopt the Capital Improvement Program for the fiscal year as set forth in the draft budget presented to the City Council.

I, Pamela Aguilar, City Clerk of the City of Menlo Park, do hereby certify that the above and foregoing Resolution was duly and regularly passed and adopted at a meeting by said City Council on the twenty-third day of June 2015, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Official Seal of said City on this twenty-third day of June 2015.

Pamela Aguilar  
City Clerk

	General Fund	Literacy Grants	Public Library	Vintage Oaks Landscape	Sharon Hills Park	Supplemental Law Enforcement Services	Transportation Impact Fees	Solid Waste Service	Landfill Post-Closure	Downtown Parking Permits	Recreation In-Lieu	Bedwell Bayfront Park Maintenance	Francis Mack Trust	Library Donations
<b>OPERATING BY DEPARTMENT</b>														
City Council	424,666													
City Attorney	371,572													
City Manager's Office	2,165,093													
Community Development	5,140,492													
Community Services	7,727,577													
Finance	1,573,683							57,223						
Human Resources	1,366,783													
Library	2,514,909	233,301	20,843										24,119	61,507
Police	16,380,105					100,000				21,400				
Public Works	8,368,578			8,942	13,000		30,002	300,851	385,393	117,649		108,535		
<b>Total Operating</b>	<b>46,033,458</b>	<b>233,301</b>	<b>20,843</b>	<b>8,942</b>	<b>13,000</b>	<b>100,000</b>	<b>30,002</b>	<b>358,074</b>	<b>385,393</b>	<b>139,049</b>	<b>0</b>	<b>108,535</b>	<b>24,119</b>	<b>61,507</b>
<b>CIP Expenditures *</b>														
Administration Building Carpet Replacement														
Administration Building Emergency Generator														
Atherton Channel Flood Abatement														
Automated Library Return Renovation														
Bay Levee Project														
Belle Haven Pool Deck Lighting											30,000			
Belle Haven Youth Center Playground											206,337			
Chilco street and Sidewalk Installation														
Chrysler Pump Station Improvements														
City Admin Space Renovation														
City Buildings (Minor)														
Citywide Bicycle & Pedestrian Visibility Project							487,000							
Climate Action Plan														
Cost of Service/Fee Study														
Downtown Parking Structure Study							22,101			221,010				
Downtown Parking Utility Underground														
Downtown Streetscape Improvement Project														
Dumbarton Rail Corridor Planning Support							150,000							
El Camino Real/Ravenswood NB Right Turn Lane Design and Construction							48,726							
Emergency Water Tank														
General Plan Update														
Haven Avenue Streetscape Improvement							700,000							
High Speed Rail Coordination														
Information Technology Master Plan														
Jack Lyle Park Restroom														



	Housing Fund	Below Market-Rate Housing	Measure A Tax	Highway Users Tax	Landscape/Tree Assessment	Sidewalk Assessment	Storm Water Management (NPDES)	Construction Impact Fee	Miscellaneous Funds	Library GO Bond 1990	Recreation GO Bond 2002	General Capital Improvement	Library Addition	Water Capital Improvement
<b>OPERATING BY DEPARTMENT</b>														
City Council														
City Attorney		2,000												
City Manager's Office														
Community Development														
Community Services	30,000	95,200												
Finance														
Human Resources														
Library													40,000	
Police														
Public Works			1,372,368	18,232	782,030	22,174	353,035	70,106						13,293
<b>Total Operating</b>	<b>30,000</b>	<b>97,200</b>	<b>1,372,368</b>	<b>18,232</b>	<b>782,030</b>	<b>22,174</b>	<b>353,035</b>	<b>70,106</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>40,000</b>	<b>13,293</b>
<b>CIP Expenditures *</b>														
Administration Building Carpet Replacement												7,413		
Administration Building Emergency Generator												10,417		
Atherton Channel Flood Abatement												7,557		
Automated Library Return Renovation												15,552		
Bay Levee Project												90,000		
Belle Haven Pool Deck Lighting														
Belle Haven Youth Center Playground												23,663		
Chilco street and Sidewalk Installation			50,000											
Chrysler Pump Station Improvements												47,569		
City Admin Space Renovation												7,557		
City Buildings (Minor)												325,000		
Citywide Bicycle & Pedestrian Visibility Project														
Climate Action Plan												100,000		
Cost of Service/Fee Study												100,000		
Downtown Parking Structure Study												6,889		
Downtown Parking Utility Underground			30,555									22,580		
Downtown Streetscape Improvement Project												115,000		
Dumbarton Rail Corridor Planning Support														
El Camino Real/Ravenswood NB Right Turn Lane Design and Construction														
Emergency Water Tank														125,205
General Plan Update												545,934		
Haven Avenue Streetscape Improvement														
High Speed Rail Coordination												50,000		
Information Technology Master Plan												125,000		
Jack Lyle Park Restroom												40,000		

	<u>Water Operating</u>	<u>Workers' Compensation</u>	<u>Liability/Fire Insurance</u>	<u>Other Post-Employment Benefits</u>	<u>IT Services</u>	<u>Vehicle Replacement</u>	<u>TOTAL</u>
<b>OPERATING BY DEPARTMENT</b>							
City Council							424,666
City Attorney	10,000	4,147	109,450				497,169
City Manager's Office					1,132,313		3,297,406
Community Development							5,140,492
Community Services							7,852,777
Finance	649,887	890,293	636,669				3,807,755
Human Resources		89,401		928,059			2,384,243
Library							2,894,679
Police							16,501,505
Public Works	7,883,360					400,000	20,247,548
<b>Total Operating</b>	<b>8,543,247</b>	<b>983,841</b>	<b>746,119</b>	<b>928,059</b>	<b>1,132,313</b>	<b>400,000</b>	<b>63,048,240</b>
<b>CIP Expenditures *</b>							
Administration Building Carpet Replacement							7,413
Administration Building Emergency Generator							10,417
Atherton Channel Flood Abatement							7,557
Automated Library Return Renovation							15,552
Bay Levee Project							90,000
Belle Haven Pool Deck Lighting							30,000
Belle Haven Youth Center Playground							230,000
Chilco street and Sidewalk Installation							50,000
Chrysler Pump Station Improvements							47,569
City Admin Space Renovation							7,557
City Buildings (Minor)							325,000
Citywide Bicycle & Pedestrian Visibility Project							487,000
Climate Action Plan							100,000
Cost of Service/Fee Study							100,000
Downtown Parking Structure Study							250,000
Downtown Parking Utility Underground							53,135
Downtown Streetscape Improvement Project							115,000
Dumbarton Rail Corridor Planning Support							150,000
El Camino Real/Ravenswood NB Right Turn Lane Design and Construction							48,726
Emergency Water Tank							125,205
General Plan Update							545,934
Haven Avenue Streetscape Improvement							700,000
High Speed Rail Coordination							50,000
Information Technology Master Plan							125,000
Jack Lyle Park Restroom							40,000

	General Fund	Literacy Grants	Public Library	Vintage Oaks Landscape	Sharon Hills Park	Supplemental Law Enforcement Services	Transportation Impact Fees	Solid Waste Service	Landfill Post-Closure	Downtown Parking Permits	Recreation In-Lieu	Bedwell Bayfront Park Maintenance	Francis Mack Trust	Library Donations
Library Landscaping											173,199			
Library Space Needs Study														
Menlo Park/East Palo Alto Connectivity Project							550,000							
Menlo Park-Atherton Bike/Pedestrian Improvements							900,260							
Nealon Park Sports Field Sod and Irrigation System Replacement														
Park Improvements (Minor)														
Playground Equipment Assessment and Replacement											3,367			
Radio Replacement														
Ravenswood Avenue/Caltrain Grade Separation							750,000							
Relocation of Dog Park at Nealon Park											250,000			
Reservoir Reroof														
Sand Hill Road Signal Interconnect							23,919							
Sand Hill Road Signal Modification Project							125,000							
Sidewalk Master Plan Implementation														
Sidewalk Repair Program														
Sidewalks on Santa Cruz Ave Study														
Storm Drain Improvements														
Street Resurfacing Project														
Tennis Court Electronic Key Upgrade														
Transit Improvements							150,000							
Urban Water Management Plan														
Water Main Replacement Project														
Water Rate Study														
Water System Master Plan														
Willow Oaks Dog Park Renovation											250,000			
Willow Road Improvements @ Newbridge							3,065							
Willow Road Signal Interconnect														
Willow Road Transportation Study							150,000							
<b>Total CIP</b>	0	0	0	0	0	0	4,060,071	0	0	221,010	912,903	0	0	0
<b>Transfers</b>	2,379,182													
<b>Debt Service</b>														
<b>TOTAL APPROPRIATION</b>	48,412,640	233,301	20,843	8,942	13,000	100,000	4,090,073	358,074	385,393	360,059	912,903	108,535	24,119	61,507

\* CIP Expenditures include the staffing costs for projects that will be continued from 2014-15.

ATTACHMENT A  
EXHIBIT A.1

	Housing Fund	Below Market-Rate Housing	Measure A Tax	Highway Users Tax	Landscape/Tree Assessment	Sidewalk Assessment	Storm Water Management (NPDES)	Construction Impact Fee	Miscellaneous Funds	Library GO Bond 1990	Recreation GO Bond 2002	General Capital Improvement	Library Addition	Water Capital Improvement
Library Landscaping												26,801		
Library Space Needs Study												7,557		
Menlo Park/East Palo Alto Connectivity Project														
Menlo Park-Atherton Bike/Pedestrian Improvements														
Nealon Park Sports Field Sod and Irrigation System Replacement												250,000		
Park Improvements (Minor)												150,000		
Playground Equipment Assessment and Replacement												8,386		
Radio Replacement												100,000		
Ravenswood Avenue/Caltrain Grade Separation														
Relocation of Dog Park at Nealon Park														
Reservoir Reroof														57,277
Sand Hill Road Signal Interconnect														
Sand Hill Road Signal Modification Project														
Sidewalk Master Plan Implementation												30,460		
Sidewalk Repair Program						180,000						120,000		
Sidewalks on Santa Cruz Ave Study												1,000,000		
Storm Drain Improvements												16,225		
Street Resurfacing Project				123,225				306,379				170,395		
Tennis Court Electronic Key Upgrade												100,000		
Transit Improvements														
Urban Water Management Plan														25,000
Water Main Replacement Project														98,130
Water Rate Study														25,000
Water System Master Plan														79,140
Willow Oaks Dog Park Renovation														
Willow Road Improvements @ Newbridge														
Willow Road Signal Interconnect			7,047											
Willow Road Transportation Study														
<b>Total CIP</b>	0	0	87,602	123,225	0	180,000	0	306,379	0	0	0	3,619,955	0	409,752
<b>Transfers</b>														
<b>Debt Service</b>										446,750	1,461,621			
<b>TOTAL APPROPRIATION</b>	30,000	97,200	1,459,970	141,457	782,030	202,174	353,035	376,485	0	446,750	1,461,621	3,619,955	40,000	423,045

\* CIP Expenditures include the staffing costs for projects that will be continued from 2014-15.

	<u>Water Operating</u>	<u>Workers' Compensation</u>	<u>Liability/Fire Insurance</u>	<u>Other Post-Employment Benefits</u>	<u>IT Services</u>	<u>Vehicle Replacement</u>	<b>TOTAL</b>
Library Landscaping							200,000
Library Space Needs Study							7,557
Menlo Park/East Palo Alto Connectivity Project							550,000
Menlo Park-Atherton Bike/Pedestrian Improvements							900,260
Nealon Park Sports Field Sod and Irrigation System Replacement							250,000
Park Improvements (Minor)							150,000
Playground Equipment Assessment and Replacement							11,753
Radio Replacement							100,000
Ravenswood Avenue/Caltrain Grade Separation							750,000
Relocation of Dog Park at Nealon Park							250,000
Reservoir Reroof							57,277
Sand Hill Road Signal Interconnect							23,919
Sand Hill Road Signal Modification Project							125,000
Sidewalk Master Plan Implementation							30,460
Sidewalk Repair Program							300,000
Sidewalks on Santa Cruz Ave Study							1,000,000
Storm Drain Improvements							16,225
Street Resurfacing Project							599,999
Tennis Court Electronic Key Upgrade							100,000
Transit Improvements							150,000
Urban Water Management Plan							25,000
Water Main Replacement Project							98,130
Water Rate Study							25,000
Water System Master Plan							79,140
Willow Oaks Dog Park Renovation							250,000
Willow Road Improvements @ Newbridge							3,065
Willow Road Signal Interconnect							7,047
Willow Road Transportation Study							150,000
							0
<b>Total CIP</b>	0	0	0	0	0	0	9,920,897
<b>Transfers</b>							2,379,182
<b>Debt Service</b>							1,908,371
<b>TOTAL APPROPRIATION</b>	8,543,247	983,841	746,119	928,059	1,132,313	400,000	77,256,690

\* CIP Expenditures include the staffing costs for projects that will be continued from 2014-15.

	General Fund	Literacy Grants	Public Library	Vintage Oaks Landscape	Sharon Hills Park	Supplemental Law Enforcement Services	Transportation Impact Fees	Solid Waste Service	Landfill Post-Closure	Downtown Parking Permits	Recreation In-Lieu	Bedwell Bayfront Park Maintenance	Francis Mack Trust	Library Donations
<b>OPERATING BY DEPARTMENT</b>														
City Council	424,666													
City Attorney	371,572													
City Manager's Office	2,175,093													
Community Development	5,140,492													
Community Services	7,860,090													
Finance	1,581,183							57,223						
Human Resources	1,371,783													
Library	2,544,568	233,301	20,843										24,119	61,507
Police	16,400,105					100,000				21,400				
Public Works	8,527,949			8,942	13,000		30,002	300,851	385,393	117,649		108,535		
<b>Total Operating</b>	<b>46,397,501</b>	<b>233,301</b>	<b>20,843</b>	<b>8,942</b>	<b>13,000</b>	<b>100,000</b>	<b>30,002</b>	<b>358,074</b>	<b>385,393</b>	<b>139,049</b>	<b>0</b>	<b>108,535</b>	<b>24,119</b>	<b>61,507</b>
<b>CIP Expenditures *</b>														
Administration Building Carpet Replacement														
Administration Building Emergency Generator														
Atherton Channel Flood Abatement														
Automated Library Return Renovation														
Bay Levee Project														
Belle Haven Pool Deck Lighting											30,000			
Belle Haven Youth Center Playground											206,337			
Chilco street and Sidewalk Installation														
Chrysler Pump Station Improvements														
City Admin Space Renovation														
City Buildings (Minor)														
Citywide Bicycle & Pedestrian Visibility Project							487,000							
Climate Action Plan														
Cost of Service/Fee Study														
Downtown Parking Structure Study							22,101			221,010				
Downtown Parking Utility Underground														
Downtown Streetscape Improvement Project														
Dumbarton Rail Corridor Planning Support							150,000							
El Camino Real/Ravenswood NB Right Turn Lane Design and Construction							48,726							
Emergency Water Tank														
General Plan Update														
Haven Avenue Streetscape Improvement							700,000							
High Speed Rail Coordination														
Information Technology Master Plan														
Jack Lyle Park Restroom														

	Housing Fund	Below Market-Rate Housing	Measure A Tax	Highway Users Tax	Landscape/Tree Assessment	Sidewalk Assessment	Storm Water Management (NPDES)	Construction Impact Fee	Miscellaneous Funds	Library GO Bond 1990	Recreation GO Bond 2002	General Capital Improvement	Library Addition	Water Capital Improvement
<b>OPERATING BY DEPARTMENT</b>														
City Council														
City Attorney		2,000												
City Manager's Office														
Community Development														
Community Services	30,000	95,200												
Finance														
Human Resources														
Library													40,000	
Police														
Public Works			1,372,368	18,232	782,030	22,174	353,035	70,106						13,293
<b>Total Operating</b>	<b>30,000</b>	<b>97,200</b>	<b>1,372,368</b>	<b>18,232</b>	<b>782,030</b>	<b>22,174</b>	<b>353,035</b>	<b>70,106</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>40,000</b>	<b>13,293</b>
<b>CIP Expenditures *</b>														
Administration Building Carpet Replacement												7,413		
Administration Building Emergency Generator												10,417		
Atherton Channel Flood Abatement												7,557		
Automated Library Return Renovation												15,552		
Bay Levee Project												65,000		
Belle Haven Pool Deck Lighting														
Belle Haven Youth Center Playground												23,663		
Chilco street and Sidewalk Installation			50,000											
Chrysler Pump Station Improvements												47,569		
City Admin Space Renovation												7,557		
City Buildings (Minor)												325,000		
Citywide Bicycle & Pedestrian Visibility Project														
Climate Action Plan												50,000		
Cost of Service/Fee Study												100,000		
Downtown Parking Structure Study												6,889		
Downtown Parking Utility Underground			30,555									22,580		
Downtown Streetscape Improvement Project												115,000		
Dumbarton Rail Corridor Planning Support														
El Camino Real/Ravenswood NB Right Turn Lane Design and Construction														
Emergency Water Tank														125,205
General Plan Update												545,934		
Haven Avenue Streetscape Improvement														
High Speed Rail Coordination												25,000		
Information Technology Master Plan												125,000		
Jack Lyle Park Restroom												40,000		

	<u>Water Operating</u>	<u>Workers' Compensation</u>	<u>Liability/Fire Insurance</u>	<u>Other Post-Employment Benefits</u>	<u>IT Services</u>	<u>Vehicle Replacement</u>	<u>TOTAL</u>
<b>OPERATING BY DEPARTMENT</b>							
City Council							424,666
City Attorney	10,000	4,147	109,450				497,169
City Manager's Office					1,132,313		3,307,406
Community Development							5,140,492
Community Services							7,985,290
Finance	649,887	890,293	636,669				3,815,255
Human Resources		89,401		928,059			2,389,243
Library							2,924,338
Police							16,521,505
Public Works	7,883,360					400,000	20,406,919
<b>Total Operating</b>	<b>8,543,247</b>	<b>983,841</b>	<b>746,119</b>	<b>928,059</b>	<b>1,132,313</b>	<b>400,000</b>	<b>63,412,283</b>
<b>CIP Expenditures *</b>							
Administration Building Carpet Replacement							7,413
Administration Building Emergency Generator							10,417
Atherton Channel Flood Abatement							7,557
Automated Library Return Renovation							15,552
Bay Levee Project							65,000
Belle Haven Pool Deck Lighting							30,000
Belle Haven Youth Center Playground							230,000
Chilco street and Sidewalk Installation							50,000
Chrysler Pump Station Improvements							47,569
City Admin Space Renovation							7,557
City Buildings (Minor)							325,000
Citywide Bicycle & Pedestrian Visibility Project							487,000
Climate Action Plan							50,000
Cost of Service/Fee Study							100,000
Downtown Parking Structure Study							250,000
Downtown Parking Utility Underground							53,135
Downtown Streetscape Improvement Project							115,000
Dumbarton Rail Corridor Planning Support							150,000
El Camino Real/Ravenswood NB Right Turn Lane Design and Construction							48,726
Emergency Water Tank							125,205
General Plan Update							545,934
Haven Avenue Streetscape Improvement							700,000
High Speed Rail Coordination							25,000
Information Technology Master Plan							125,000
Jack Lyle Park Restroom							40,000



	General Fund	Literacy Grants	Public Library	Vintage Oaks Landscape	Sharon Hills Park	Supplemental Law Enforcement Services	Transportation Impact Fees	Solid Waste Service	Landfill Post-Closure	Downtown Parking Permits	Recreation In-Lieu	Bedwell Bayfront Park Maintenance	Francis Mack Trust	Library Donations
Library Landscaping											173,199			
Library Space Needs Study														
Menlo Park/East Palo Alto Connectivity Project							550,000							
Menlo Park-Atherton Bike/Pedestrian Improvements							900,260							
Nealon Park Sports Field Sod and Irrigation System Replacement														
Park Improvements (Minor)														
Playground Equipment Assessment and Replacement											3,367			
Radio Replacement														
Ravenswood Avenue/Caltrain Grade Separation							750,000							
Relocation of Dog Park at Nealon Park											250,000			
Reservoir Reroof														
Sand Hill Road Signal Interconnect							23,919							
Sand Hill Road Signal Modification Project							125,000							
Sidewalk Master Plan Implementation														
Sidewalk Repair Program														
Sidewalks on Santa Cruz Ave Study														
Storm Drain Improvements														
Street Resurfacing Project														
Tennis Court Electronic Key Upgrade														
Transit Improvements							150,000							
Urban Water Management Plan														
Water Main Replacement Project														
Water Rate Study														
Water System Master Plan														
Willow Oaks Dog Park Renovation											250,000			
Willow Road Improvements @ Newbridge							3,065							
Willow Road Signal Interconnect														
Willow Road Transportation Study							150,000							
<b>Total CIP</b>	0	0	0	0	0	0	4,060,071	0	0	221,010	912,903	0	0	0
<b>Transfers</b>	1,715,301													
<b>Debt Service</b>														
<b>TOTAL APPROPRIATION</b>	48,112,802	233,301	20,843	8,942	13,000	100,000	4,090,073	358,074	385,393	360,059	912,903	108,535	24,119	61,507

\* CIP Expenditures include the staffing costs for projects that will be continued from 2014-15.

ATTACHMENT A  
EXHIBIT A.2

	Housing Fund	Below Market-Rate Housing	Measure A Tax	Highway Users Tax	Landscape/Tree Assessment	Sidewalk Assessment	Storm Water Management (NPDES)	Construction Impact Fee	Miscellaneous Funds	Library GO Bond 1990	Recreation GO Bond 2002	General Capital Improvement	Library Addition	Water Capital Improvement
Library Landscaping												26,801		
Library Space Needs Study												7,557		
Menlo Park/East Palo Alto Connectivity Project														
Menlo Park-Atherton Bike/Pedestrian Improvements														
Nealon Park Sports Field Sod and Irrigation System Replacement												0		
Park Improvements (Minor)												0		
Playground Equipment Assessment and Replacement												8,386		
Radio Replacement												100,000		
Ravenswood Avenue/Caltrain Grade Separation														
Relocation of Dog Park at Nealon Park														
Reservoir Reroof														57,277
Sand Hill Road Signal Interconnect														
Sand Hill Road Signal Modification Project														
Sidewalk Master Plan Implementation												30,460		
Sidewalk Repair Program						180,000						120,000		
Sidewalks on Santa Cruz Ave Study												500,000		
Storm Drain Improvements												16,225		
Street Resurfacing Project				123,225				306,379				170,395		
Tennis Court Electronic Key Upgrade												0		
Transit Improvements														
Urban Water Management Plan														25,000
Water Main Replacement Project														98,130
Water Rate Study														25,000
Water System Master Plan														79,140
Willow Oaks Dog Park Renovation														
Willow Road Improvements @ Newbridge														
Willow Road Signal Interconnect			7,047											
Willow Road Transportation Study														
<b>Total CIP</b>	0	0	87,602	123,225	0	180,000	0	306,379	0	0	0	2,519,955	0	409,752
<b>Transfers</b>														
<b>Debt Service</b>										446,750	1,461,621			
<b>TOTAL APPROPRIATION</b>	30,000	97,200	1,459,970	141,457	782,030	202,174	353,035	376,485	0	446,750	1,461,621	2,519,955	40,000	423,045

\* CIP Expenditures include the staffing costs for projects that will be continued from 2014-15.

	<u>Water Operating</u>	<u>Workers' Compensation</u>	<u>Liability/Fire Insurance</u>	<u>Other Post-Employment Benefits</u>	<u>IT Services</u>	<u>Vehicle Replacement</u>	<b>TOTAL</b>
Library Landscaping							200,000
Library Space Needs Study							7,557
Menlo Park/East Palo Alto Connectivity Project							550,000
Menlo Park-Atherton Bike/Pedestrian Improvements							900,260
Nealon Park Sports Field Sod and Irrigation System Replacement							0
Park Improvements (Minor)							0
Playground Equipment Assessment and Replacement							11,753
Radio Replacement							100,000
Ravenswood Avenue/Caltrain Grade Separation							750,000
Relocation of Dog Park at Nealon Park							250,000
Reservoir Reroof							57,277
Sand Hill Road Signal Interconnect							23,919
Sand Hill Road Signal Modification Project							125,000
Sidewalk Master Plan Implementation							30,460
Sidewalk Repair Program							300,000
Sidewalks on Santa Cruz Ave Study							500,000
Storm Drain Improvements							16,225
Street Resurfacing Project							599,999
Tennis Court Electronic Key Upgrade							0
Transit Improvements							150,000
Urban Water Management Plan							25,000
Water Main Replacement Project							98,130
Water Rate Study							25,000
Water System Master Plan							79,140
Willow Oaks Dog Park Renovation							250,000
Willow Road Improvements @ Newbridge							3,065
Willow Road Signal Interconnect							7,047
Willow Road Transportation Study							150,000
							0
<b>Total CIP</b>	0	0	0	0	0	0	8,820,897
<b>Transfers</b>							1,715,301
<b>Debt Service</b>							1,908,371
<b>TOTAL APPROPRIATION</b>	8,543,247	983,841	746,119	928,059	1,132,313	400,000	75,856,852

\* CIP Expenditures include the staffing costs for projects that will be continued from 2014-15.

	General Fund	Literacy Grants	Public Library	Vintage Oaks Landscape	Sharon Hills Park	Supplemental Law Enforcement Services	Transportation Impact Fees	Solid Waste Service	Landfill Post-Closure	Downtown Parking Permits	Recreation In-Lieu	Bedwell Bayfront Park Maintenance	Francis Mack Trust	Library Donations
<b>OPERATING BY DEPARTMENT</b>														
City Council	424,666													
City Attorney	371,572													
City Manager's Office	2,175,093													
Community Development	5,140,492													
Community Services	7,860,090													
Finance	1,581,183							57,223						
Human Resources	1,371,783													
Library	2,544,568	233,301	20,843										24,119	61,507
Police	16,400,105					100,000				21,400				
Public Works	8,527,949			8,942	13,000		30,002	300,851	385,393	117,649		108,535		
<b>Total Operating</b>	<b>46,397,501</b>	<b>233,301</b>	<b>20,843</b>	<b>8,942</b>	<b>13,000</b>	<b>100,000</b>	<b>30,002</b>	<b>358,074</b>	<b>385,393</b>	<b>139,049</b>	<b>0</b>	<b>108,535</b>	<b>24,119</b>	<b>61,507</b>
<b>CIP Expenditures *</b>														
Administration Building Carpet Replacement														
Administration Building Emergency Generator														
Atherton Channel Flood Abatement														
Automated Library Return Renovation														
Bay Levee Project														
Belle Haven Pool Deck Lighting											30,000			
Belle Haven Youth Center Playground											206,337			
Chilco street and Sidewalk Installation														
Chrysler Pump Station Improvements														
City Admin Space Renovation														
City Buildings (Minor)														
Citywide Bicycle & Pedestrian Visibility Project							487,000							
Climate Action Plan														
Cost of Service/Fee Study														
Downtown Parking Structure Study							22,101			221,010				
Downtown Parking Utility Underground														
Downtown Streetscape Improvement Project														
Dumbarton Rail Corridor Planning Support							150,000							
El Camino Real/Ravenswood NB Right Turn Lane Design and Construction							48,726							
Emergency Water Tank														
General Plan Update														
Haven Avenue Streetscape Improvement							700,000							
High Speed Rail Coordination														
Information Technology Master Plan														
Jack Lyle Park Restroom														

	Housing Fund	Below Market-Rate Housing	Measure A Tax	Highway Users Tax	Landscape/Tree Assessment	Sidewalk Assessment	Storm Water Management (NPDES)	Construction Impact Fee	Miscellaneous Funds	Library GO Bond 1990	Recreation GO Bond 2002	General Capital Improvement	Library Addition	Water Capital Improvement
<b>OPERATING BY DEPARTMENT</b>														
City Council														
City Attorney		2,000												
City Manager's Office														
Community Development														
Community Services	30,000	95,200												
Finance														
Human Resources														
Library													40,000	
Police														
Public Works			1,372,368	18,232	782,030	22,174	353,035	70,106						13,293
<b>Total Operating</b>	<b>30,000</b>	<b>97,200</b>	<b>1,372,368</b>	<b>18,232</b>	<b>782,030</b>	<b>22,174</b>	<b>353,035</b>	<b>70,106</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>40,000</b>	<b>13,293</b>
<b>CIP Expenditures *</b>														
Administration Building Carpet Replacement												7,413		
Administration Building Emergency Generator												10,417		
Atherton Channel Flood Abatement												7,557		
Automated Library Return Renovation												15,552		
Bay Levee Project												90,000		
Belle Haven Pool Deck Lighting														
Belle Haven Youth Center Playground												23,663		
Chilco street and Sidewalk Installation			50,000											
Chrysler Pump Station Improvements												47,569		
City Admin Space Renovation												7,557		
City Buildings (Minor)												325,000		
Citywide Bicycle & Pedestrian Visibility Project														
Climate Action Plan												100,000		
Cost of Service/Fee Study												100,000		
Downtown Parking Structure Study												6,889		
Downtown Parking Utility Underground			30,555									22,580		
Downtown Streetscape Improvement Project												115,000		
Dumbarton Rail Corridor Planning Support														
El Camino Real/Ravenswood NB Right Turn Lane Design and Construction														
Emergency Water Tank														125,205
General Plan Update												545,934		
Haven Avenue Streetscape Improvement														
High Speed Rail Coordination												50,000		
Information Technology Master Plan												125,000		
Jack Lyle Park Restroom												40,000		

	<u>Water Operating</u>	<u>Workers' Compensation</u>	<u>Liability/Fire Insurance</u>	<u>Other Post-Employment Benefits</u>	<u>IT Services</u>	<u>Vehicle Replacement</u>	<u>TOTAL</u>
<b>OPERATING BY DEPARTMENT</b>							
City Council							424,666
City Attorney	10,000	4,147	109,450				497,169
City Manager's Office					1,132,313		3,307,406
Community Development							5,140,492
Community Services							7,985,290
Finance	649,887	890,293	636,669				3,815,255
Human Resources		89,401		928,059			2,389,243
Library							2,924,338
Police							16,521,505
Public Works	7,883,360					400,000	20,406,919
<b>Total Operating</b>	<b>8,543,247</b>	<b>983,841</b>	<b>746,119</b>	<b>928,059</b>	<b>1,132,313</b>	<b>400,000</b>	<b>63,412,283</b>
<b>CIP Expenditures *</b>							
Administration Building Carpet Replacement							7,413
Administration Building Emergency Generator							10,417
Atherton Channel Flood Abatement							7,557
Automated Library Return Renovation							15,552
Bay Levee Project							90,000
Belle Haven Pool Deck Lighting							30,000
Belle Haven Youth Center Playground							230,000
Chilco street and Sidewalk Installation							50,000
Chrysler Pump Station Improvements							47,569
City Admin Space Renovation							7,557
City Buildings (Minor)							325,000
Citywide Bicycle & Pedestrian Visibility Project							487,000
Climate Action Plan							100,000
Cost of Service/Fee Study							100,000
Downtown Parking Structure Study							250,000
Downtown Parking Utility Underground							53,135
Downtown Streetscape Improvement Project							115,000
Dumbarton Rail Corridor Planning Support							150,000
El Camino Real/Ravenswood NB Right Turn Lane Design and Construction							48,726
Emergency Water Tank							125,205
General Plan Update							545,934
Haven Avenue Streetscape Improvement							700,000
High Speed Rail Coordination							50,000
Information Technology Master Plan							125,000
Jack Lyle Park Restroom							40,000

	General Fund	Literacy Grants	Public Library	Vintage Oaks Landscape	Sharon Hills Park	Supplemental Law Enforcement Services	Transportation Impact Fees	Solid Waste Service	Landfill Post-Closure	Downtown Parking Permits	Recreation In-Lieu	Bedwell Bayfront Park Maintenance	Francis Mack Trust	Library Donations
Library Landscaping											173,199			
Library Space Needs Study														
Menlo Park/East Palo Alto Connectivity Project							550,000							
Menlo Park-Atherton Bike/Pedestrian Improvements							900,260							
Nealon Park Sports Field Sod and Irrigation System Replacement														
Park Improvements (Minor)														
Playground Equipment Assessment and Replacement											3,367			
Radio Replacement														
Ravenswood Avenue/Caltrain Grade Separation							750,000							
Relocation of Dog Park at Nealon Park											250,000			
Reservoir Reroof														
Sand Hill Road Signal Interconnect							23,919							
Sand Hill Road Signal Modification Project							125,000							
Sidewalk Master Plan Implementation														
Sidewalk Repair Program														
Sidewalks on Santa Cruz Ave Study														
Storm Drain Improvements														
Street Resurfacing Project														
Tennis Court Electronic Key Upgrade														
Transit Improvements							150,000							
Urban Water Management Plan														
Water Main Replacement Project														
Water Rate Study														
Water System Master Plan														
Willow Oaks Dog Park Renovation											250,000			
Willow Road Improvements @ Newbridge							3,065							
Willow Road Signal Interconnect														
Willow Road Transportation Study							150,000							
<b>Total CIP</b>	0	0	0	0	0	0	4,060,071	0	0	221,010	912,903	0	0	0
<b>Transfers</b>	1,715,301													
<b>Debt Service</b>														
<b>TOTAL APPROPRIATION</b>	48,112,802	233,301	20,843	8,942	13,000	100,000	4,090,073	358,074	385,393	360,059	912,903	108,535	24,119	61,507

\* CIP Expenditures include the staffing costs for projects that will be continued from 2014-15.

ATTACHMENT A  
EXHIBIT A.3

	Housing Fund	Below Market-Rate Housing	Measure A Tax	Highway Users Tax	Landscape/Tree Assessment	Sidewalk Assessment	Storm Water Management (NPDES)	Construction Impact Fee	Miscellaneous Funds	Library GO Bond 1990	Recreation GO Bond 2002	General Capital Improvement	Library Addition	Water Capital Improvement
Library Landscaping												26,801		
Library Space Needs Study												7,557		
Menlo Park/East Palo Alto Connectivity Project														
Menlo Park-Atherton Bike/Pedestrian Improvements														
Nealon Park Sports Field Sod and Irrigation System Replacement												250,000		
Park Improvements (Minor)												150,000		
Playground Equipment Assessment and Replacement												8,386		
Radio Replacement												100,000		
Ravenswood Avenue/Caltrain Grade Separation														
Relocation of Dog Park at Nealon Park														
Reservoir Reroof														57,277
Sand Hill Road Signal Interconnect														
Sand Hill Road Signal Modification Project														
Sidewalk Master Plan Implementation												30,460		
Sidewalk Repair Program						180,000						120,000		
Sidewalks on Santa Cruz Ave Study												1,000,000		
Storm Drain Improvements												16,225		
Street Resurfacing Project				123,225				306,379				170,395		
Tennis Court Electronic Key Upgrade												100,000		
Transit Improvements														
Urban Water Management Plan														25,000
Water Main Replacement Project														98,130
Water Rate Study														25,000
Water System Master Plan														79,140
Willow Oaks Dog Park Renovation														
Willow Road Improvements @ Newbridge														
Willow Road Signal Interconnect			7,047											
Willow Road Transportation Study														
<b>Total CIP</b>	0	0	87,602	123,225	0	180,000	0	306,379	0	0	0	3,619,955	0	409,752
<b>Transfers</b>														
<b>Debt Service</b>										446,750	1,461,621			
<b>TOTAL APPROPRIATION</b>	30,000	97,200	1,459,970	141,457	782,030	202,174	353,035	376,485	0	446,750	1,461,621	3,619,955	40,000	423,045

\* CIP Expenditures include the staffing costs for projects that will be continued from 2014-15.



	<u>Water Operating</u>	<u>Workers' Compensation</u>	<u>Liability/Fire Insurance</u>	<u>Other Post-Employment Benefits</u>	<u>IT Services</u>	<u>Vehicle Replacement</u>	<b>TOTAL</b>
Library Landscaping							200,000
Library Space Needs Study							7,557
Menlo Park/East Palo Alto Connectivity Project							550,000
Menlo Park-Atherton Bike/Pedestrian Improvements							900,260
Nealon Park Sports Field Sod and Irrigation System Replacement							250,000
Park Improvements (Minor)							150,000
Playground Equipment Assessment and Replacement							11,753
Radio Replacement							100,000
Ravenswood Avenue/Caltrain Grade Separation							750,000
Relocation of Dog Park at Nealon Park							250,000
Reservoir Reroof							57,277
Sand Hill Road Signal Interconnect							23,919
Sand Hill Road Signal Modification Project							125,000
Sidewalk Master Plan Implementation							30,460
Sidewalk Repair Program							300,000
Sidewalks on Santa Cruz Ave Study							1,000,000
Storm Drain Improvements							16,225
Street Resurfacing Project							599,999
Tennis Court Electronic Key Upgrade							100,000
Transit Improvements							150,000
Urban Water Management Plan							25,000
Water Main Replacement Project							98,130
Water Rate Study							25,000
Water System Master Plan							79,140
Willow Oaks Dog Park Renovation							250,000
Willow Road Improvements @ Newbridge							3,065
Willow Road Signal Interconnect							7,047
Willow Road Transportation Study							150,000
							0
<b>Total CIP</b>	0	0	0	0	0	0	9,920,897
<b>Transfers</b>							1,715,301
<b>Debt Service</b>							1,908,371
<b>TOTAL APPROPRIATION</b>	8,543,247	983,841	746,119	928,059	1,132,313	400,000	76,956,852

\* CIP Expenditures include the staffing costs for projects that will be continued from 2014-15.