



City of  
**Mountain View**

# RECOMMENDED BUDGET

FISCAL YEAR 2023-24

Celebrating the  
40th Anniversary  
of Shoreline at  
Mountain View  
Regional Park

**THE CITY OF  
MOUNTAIN VIEW,  
CALIFORNIA  
OPERATING BUDGET  
FISCAL YEAR 2023-24**

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# City of Mountain View California

## City Officials

### City Council

Mayor — Alison Hicks

Vice Mayor — Pat Showalter

Margaret Abe-Koga

Ellen Kamei

Lisa Matichak

Lucas Ramirez

Emily Ann Ramos

### Executive Staff

City Manager — Kimbra McCarthy

City Attorney — Jennifer Logue

City Clerk — Heather Glaser

Assistant City Manager — Audrey Seymour Ramberg

Assistant City Manager — Arn Andrews

Human Resources Director — Sue Rush

CIO/Information Technology Director — Roger Jensen

Finance and Administrative Services Director — Derek Rampone

Assistant City Manager/Community Development Director — Aarti Shrivastava

Public Works Director — Dawn Cameron

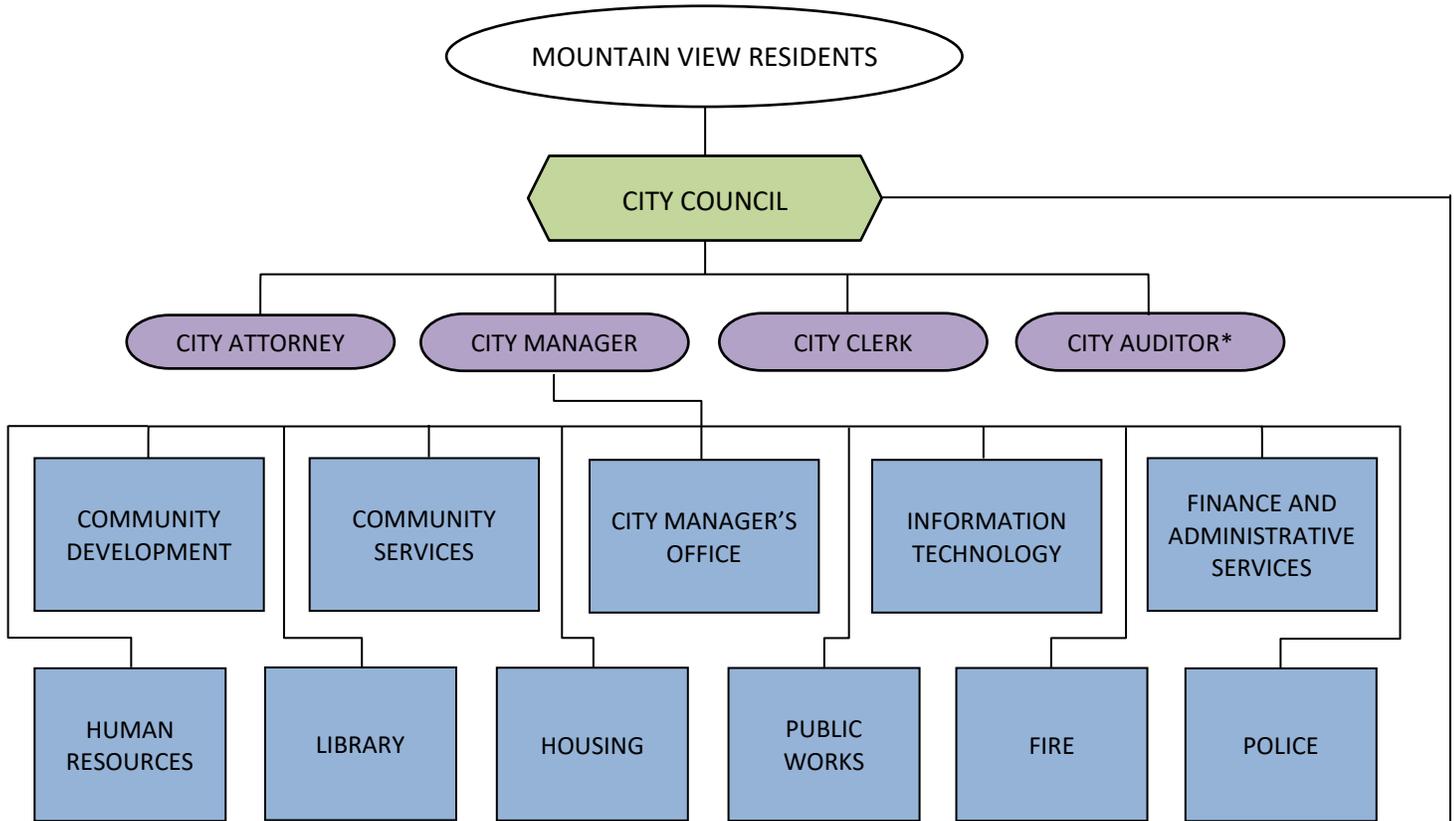
Community Services Director — John Marchant

Library Services Director — Tracy Gray

Fire Chief — Juan Diaz

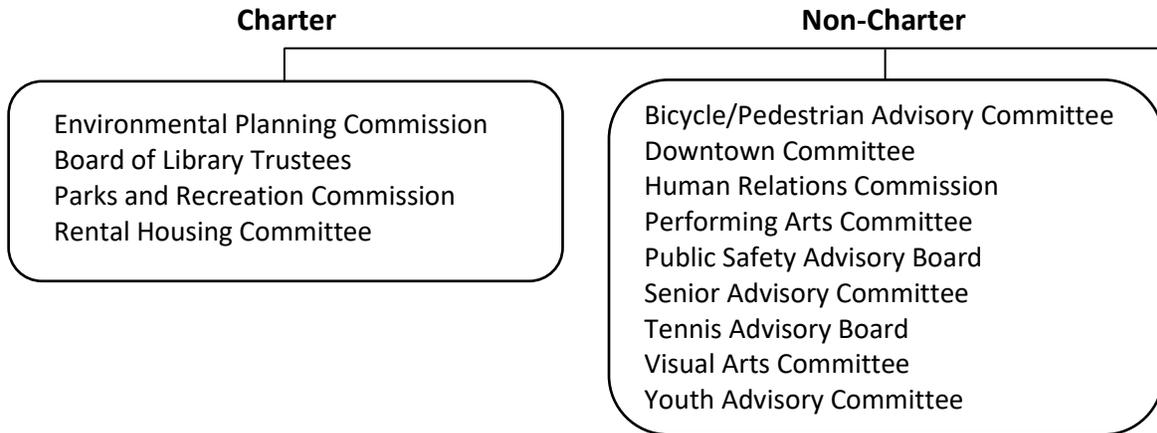
Interim Police Chief — Max Bosel

# CITY GOVERNMENT ORGANIZATION



- KEY:**
- ELECTED
  - APPOINTED BY COUNCIL
  - APPOINTED BY CITY MANAGER

## CITY BOARDS, COMMISSIONS, AND COMMITTEES



\* Finance and Administrative Services Director serves as City Auditor.

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# **INTRODUCTION**



**OFFICE OF THE CITY MANAGER**

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June 1, 2023

Honorable City Council  
City of Mountain View

Honorable Mayor and Members of the City Council:

I am pleased to submit the Fiscal Year 2023-24 Recommended Budget to the City Council for consideration. The City Council will be presented with the Recommended Budget at a public hearing on June 13, 2023, with formal adoption anticipated at a public hearing on June 27, 2023. This transmittal letter summarizes the key components of the Recommended Budget.

**INTRODUCTION**

Over the past year, the City has emerged from the COVID-19 pandemic and is back to business and more resilient than ever. Thanks to the leadership of the City Council and through the support and hard work of the Executive Leadership Team and our outstanding City employees, we have provided an exceptional level of service to our community and maintained fiscal stability. The Fiscal Year 2023-24 Recommended Budget is structurally balanced and allocates resources toward long-term service delivery, increased staffing levels, and innovative programs for Mountain View to thrive in the future.

While we welcome the return to normalcy from these past few transition years, we are cautiously optimistic about fiscal growth. There is still economic uncertainty on the horizon. Although overall unemployment is still relatively low in the Bay Area, there have been significant numbers of corporate layoffs in the region, with more expected. Supply chain issues persist, and the increases in interest rates orchestrated by the Federal Reserve to ward off inflation are starting to achieve the intended economic dampening. Commercial real estate vacancy rates are rising in our region, due in part to businesses grappling with hybrid and remote work force strategies. A continuation of this trend could exacerbate an already stretched financial sector due to recent regional bank failures. All of this, in conjunction with a looming State of California budget deficit, makes a recession a possibility.

The Recommended Budget and General Operating Fund Forecast currently show sufficient financial resources to maintain the Mountain View of today, but building the Mountain View of tomorrow will require that we continue to enhance and diversify the City's revenue streams to maintain ongoing fiscal stability and accomplish the bold initiatives the City is advancing.

This includes exploring additional funding via a revenue measure in 2024 for necessary Citywide enhancements, which may include addressing aging facilities and Citywide infrastructure,

building new parks and open spaces, implementing ambitious decarbonization and sustainability programs, and building more affordable housing.

### **Building the Mountain View of Tomorrow**

For more than 20 years, the City has studied and discussed the need for constructing a new public safety administration building, which houses the Police Department, Fire Department administration, the Emergency Operations Center, and the 9-1-1 emergency dispatch. The current building is antiquated and does not meet current seismic standards. In fact, the very building that we rely on for emergencies could fall victim itself to a seismic event. The current estimate for a new building is approximately \$150 million and growing. In addition, the City has two fire stations that are 55 and 61 years old, respectively, that are in need of modernization and repairs. As with most municipalities, repairs, maintenance, and eventual replacement of facilities and infrastructure will continue to be an ongoing need in the future.

The City will also continue to make efforts to meet our open space goal to provide three acres of open space for every 1,000 residents. Based on current data, the City is expected to create, on average, one to two new parks per year through the year 2030. The overall park acreage will be growing with these future identified parks; however, there are specific planning areas within the City that are not reaching this goal currently and do not have identified funding, and future City growth will impact the gains being made toward increased open space per 1,000 residents. The forthcoming Parks and Recreation Strategic Plan will identify funding strategies to meet the parks and open space needs of the future, which will require a significant financial investment.

As a leader in local climate action and in recognition of the serious threat of climate change, Mountain View is committed to achieving carbon neutrality. In 2020, in response to State, national, and internal action on climate change, the City adopted a goal of carbon neutrality by 2045. We recognize that we must rapidly reduce emissions and that, through ambitious decarbonization strategies, real progress can be made. In the coming fiscal year, the City will develop a decarbonization strategy to achieve significant emissions reductions by 2035. Initial decarbonization work is already under way. To decarbonize our buildings and transition away from natural gas to clean electricity, an electrification program for multi-family residential properties has been developed, and a pilot program will launch in fall 2023. The City will also explore opportunities to enhance capacity of the electrical grid and achieve neighborhood-scale electrification in partnership with Silicon Valley Clean Energy and Pacific Gas and Electric. The City's costs will be upwards of \$10 million to implement decarbonization projects and more than \$40 million to increase the City's electrical grid capacity.

In the past year, in addition to sea level rise, the City has had glimpses of future climate impacts through extreme heat events in the fall and numerous atmospheric rivers in the winter. For several years, we have witnessed the impacts of wildfires across the State. These climate risks illustrate the need to further the City's work of building a resilient Mountain View for the future.

The City will continue to make progress mitigating sea level rise risks. At the end of 2022, the City joined other communities across the country in the ICLEI (Local Governments for Sustainability) Race to Resilience challenge. Work has begun on the development of a Climate Vulnerability Study and Resiliency Plan for Mountain View. The City is also supporting regional climate resilience through participation in the leadership group of the Countywide climate collaborative and co-chairing the sea level rise working group of the collaborative.

With climate change upon us, Mountain View holds to the belief that we can do amazing things together with the community. Through creativity, collaboration, and community action, we are building a sustainable and resilient Mountain View for today and the future. However, a sustainable future with zero carbon emissions will require significant financial investments.

Lastly, the City is and will continue to be a Statewide leader in the development and preservation of affordable housing. The following table shows the current 100% affordable housing pipeline, composed of nine projects and three land dedication sites, totaling approximately 1,310 units.

#### Affordable Housing Pipeline

Five-Year Project Pipeline (100% Affordable)	Units
La Avenida	100
Montecito	85
Lot 12	120
Terra Bella	108
Linda Vista	70
96 West El Camino Real	79
87 Evelyn (City RFP)	150+
57-67 Evelyn (Charities site)	~100
Crestview Hotel	48+
1255 Pear Ave (Sobrato land dedication)	~110
Middlefield Park—Site 1 (Google land dedication)	~160
Middlefield Park—Site 2 (Google land dedication)	~180
<b>TOTAL</b>	<b>~1,310</b>

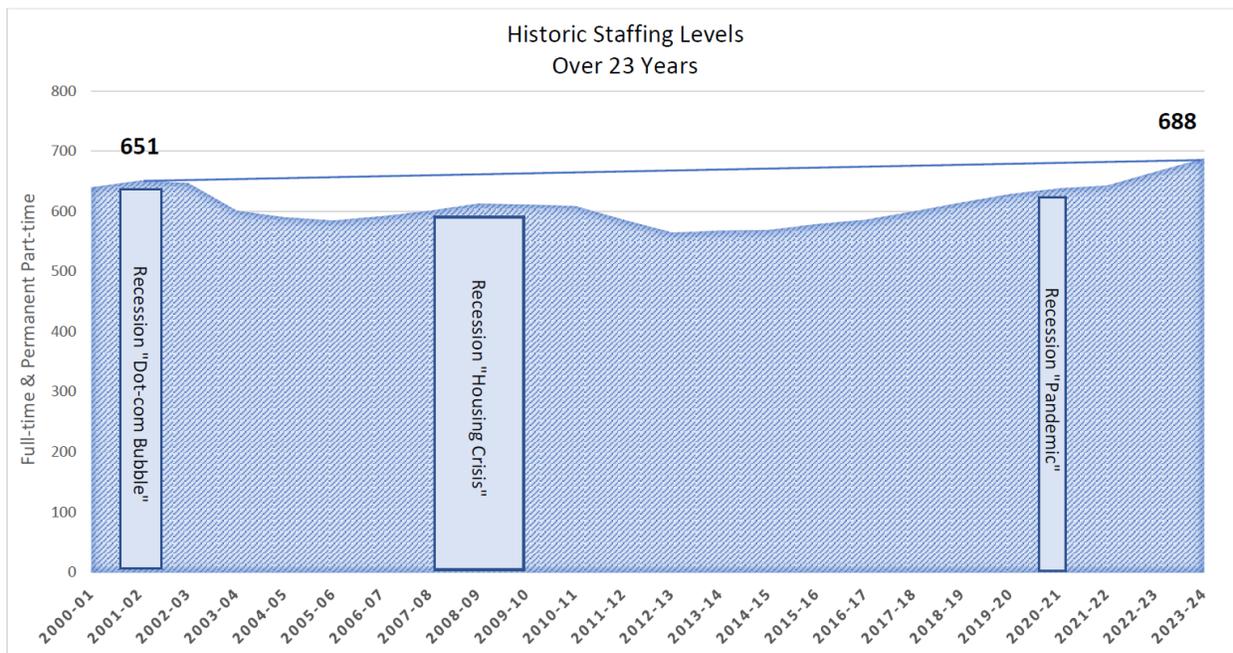
Additionally, there are 380 Below-Market-Rate (BMR) units in the pipeline across multiple market-rate projects. In sum, the total pipeline of affordable units (100% affordable and BMR) is approximately 1,690 units. This is a significant pipeline that will double the City's affordable housing supply. At this time, there is an estimated gap of approximately \$50 million to fully fund the affordable housing projects in the pipeline.

Importantly, creating additional, ongoing revenue is essential to bring the Mountain View of tomorrow to fruition. As such, the City Council has established exploring a potential 2024 revenue measure as a Council work plan priority project. Once Council formally adopts the work

plan with the Recommended Budget, staff will bring an item to Council in September 2023 to initiate next steps toward a revenue measure.

**City Staffing Levels**

To accomplish the City’s ambitious goals and carry out essential and routine work, we must continue to build more organizational capacity. As we envision the organization of tomorrow, it is important to understand how the organization has evolved over the decades. The chart below shows the City experienced a significant contraction between 2000 and 2012, necessitated by two recessions within the same decade. Over the past decade, the City has been rebuilding and increasing the number of employees that are necessary to meet the ongoing needs of our residents and address the significant workload. To continue providing the high level of service the Mountain View community deserves, the Recommended Budget includes an increase in budgeted positions of 22 (compared to the Fiscal Year 2022-23 Adopted Budget) in full-time equivalent employees (FTEs) in strategic areas, including 11.6 in the General Operating Fund (GOF). Notably, with these budget requests, the City organization will have 37 more staff members than it did 23 years ago.



**New Housing Department**

The future of Mountain View is highly dependent on the creation and maintenance of a spectrum of affordable housing options. A new Housing Department with increased resources is necessary to implement both existing programs (which have significantly expanded) and new initiatives to continue to be responsive to the wide range of housing needs of the community. As a result, the

Recommended Budget includes the recommendation to form a stand-alone Housing Department separate from the Community Development Department.

As previously mentioned, the City currently has nine 100% affordable housing projects and three land dedications in the pipeline, composed of approximately 1,310 units. Additionally, there are 380 BMR units in the pipeline across multiple market-rate projects, resulting in a total of 1,690 units in the pipeline. This is in addition to the existing 1,619 deed-restricted units developed/managed by affordable housing developers (typically referred to as Notice of Funding Availability (NOFA) projects or 100% affordable projects), plus 185 BMR units, for a total of 1,804 affordable units. This is a significant pipeline that will virtually double the City's affordable housing supply in the coming years. Looking beyond the currently programmed pipeline projects, the City anticipates receiving the first phase of Google land dedications (three sites totaling 3.75 acres) as part of the Google North Bayshore Master Plan. Notably, last year, the City and County executed an \$80 million Measure A Memorandum of Understanding to help fund seven of the City's affordable housing pipeline projects.

The new Housing Department will be directly involved in 22 work plan projects related to the implementation of the 2023-31 Housing Element, 18 of which as the lead and four as co-leads. Other significant priorities for the Department will include advancing the displacement response strategy, developing an asset management system/program to monitor and track the City's rapidly expanding affordable housing supply, expanding Housing's legislative efforts in coordination with our legislative team, and further integrating the City's Race, Equity, and Inclusion planning into the Housing Department's work.

The Recommended Budget includes a new 1.0 FTE Senior Housing Officer position to support the increased workload of the existing affordable housing programs, particularly the NOFA affordable housing program, as well as new actions related to the City's displacement response strategy and the 2023-31 Housing Element. Over the next two years, additional positions are expected to be recommended to implement the ambitious projects.

The Housing Department will also continue to build on the enhanced community outreach and customer service that Housing and Rent Stabilization staff have already begun incorporating into their work, including outreach to those with limited English proficiency, to reduce barriers and increase access to housing. This includes different modes of outreach, including in-person meetings with child-care and community groups, virtual meetings, webinars, and the Housing and Eviction Help Center.

The new Housing Department will solidify the City's position as a recognized leader in housing and as a partner of choice for a wide variety of housing initiatives. Recent examples include Mountain View being awarded the 2022-24 Breakthrough Grant through the Partnership for the Bay's Future, including award of a Fellow to assist the City with developing its displacement response strategy and, most recently, being asked by Meta/Facebook and the Urban Land

Institute (ULI) to partner on conducting a middle-income housing assessment as part of ULI's Technical Assistance Panel (TAP) program. The TAP for the City will be fully funded by Meta.

In addition, the City, with our partner LifeMoves, implemented the first interim housing project in the State through the Project Homekey program. This project has led to a proliferation of other interim housing projects in the Bay Area and throughout California and was recognized by Governor Gavin Newsom as a model project. The project also received the 2022 award for development excellence in North America from the Urban Land Institute.

The proposed Housing Department would include two Divisions, Affordable Housing and Rent Stabilization, as described below.

#### *Affordable Housing Division*

Nearly three decades ago, the Housing and Neighborhood Services Division was once the Neighborhood Preservation Division. At that time, the Division focused its work on code enforcement, neighborhood studies, working with neighborhood associations, ensuring compliance with City housing and zoning codes, and supporting the Council Neighborhoods Committee (CNC).

Over time, the Division began to include policies and programs specific to affordable housing (such as the BMR housing program, the NOFA program, among others), which the Division continues to implement. Currently, each of these affordable housing programs have significantly increased workloads. The Federal grants program includes new initiatives, such as HOME-ARP and updated fair housing requirements. Additionally, the Division is increasingly leading or supporting the development of complex, major strategies, such as the displacement response strategy and a homelessness response strategy, and implementing new actions associated with the strategies. It is anticipated that the work with the CNC will be transitioned to another department over the next fiscal year so the Division may focus on affordable housing initiatives. Updating this division to be the Affordable Housing Division under a new Housing Department will accurately reflect the scope of this group's work.

#### *Rent Stabilization Division*

On November 8, 2016, the residents of Mountain View voted to adopt Measure V, also known as the Community Stabilization and Fair Rent Act (CSFRA), to stabilize rents and provide just cause eviction protections for certain rental units in Mountain View. Subsequently, in December 2016, the City established the Rent Stabilization Division to implement the CSFRA and the City's Tenant Relocation Assistance Ordinance (TRAO). Subsequently, the Mountain View Mediation Program was implemented as well as the more recent Housing and Eviction Help Center, which was created during the pandemic.

This Division has been expanded through Council's adoption of the Mobile Home Rent Stabilization Ordinance (MHRSO) in September 2021. Currently, the Rent Stabilization Program and Housing and Neighborhood Services Division staff regularly collaborate on outreach, program implementation, and policy development, and formalizing a Rent Stabilization Division as part of a new department clarifies this organizational structure.

### **Development Review Process Improvements**

In 2021, the City audited the effectiveness of the development permit review process with the help of Matrix Consulting Group, Inc. (Matrix). The review included stakeholder interviews and surveys with developers, applicants, community members, decision-makers, and staff. The study resulted in 53 recommendations for the Community Development, Public Works, Information Technology, Fire, and other City departments involved in the review of development.

The Community Development Department has implemented improvements throughout the development review process in coordination with the help of over 100 staff in the City. The effort has been multi-level and coordinated, resulting in the creation of:

- An *Innovation Team* for timely problem-solving;
- A multi-department *Permit Navigation Team* headed by a newly created Assistant Community Development Director who oversees the permit navigation process; and
- A *Permit Technology Team*, in partnership with the Information Technology Department, that works on implementing interim and new technologies related to development review. These coordinated teams have already assisted with improving planning and building permit reviews since their implementation.

Importantly, the City launched an online permit system, "ePermitsMV," for Building permits in April 2023, and Planning and Public Works online permits are targeted for launch in Fiscal Year 2023-24.

Moreover, we are creating a new development review website for online services focused on an enhanced user experience for obtaining development permits, which is anticipated to launch by fall 2023. The new content will provide clear information on the development review process, permit requirements, fees, and time frames for common permits. This web content will continue to evolve over time to incorporate reporting/performance dashboards and online interactive tools as additional technologies are implemented by the City.

As a result of these efforts, the *Project Coordinating Committee*, which reviews planning permits across seven City departments and over 100 staff, has improved timely review of projects with on-time response rates increasing from 57% in October 2021 to 95% currently.

**Building Division Reorganization**

The Building Division is responsible for reviewing and issuing building permits through its permit team, conducting inspection services to ensure safe buildings, and providing fire plan checks and inspections to ensure fire and life safety. Workload volumes from 2019 to 2022 for building/fire permits and plan checks have increased beyond prepandemic levels, as shown below.

**Building/Fire Permit and Inspection Volumes, 2019 to 2022**

Item	FY 2019-20	FY 2020-21	FY 2021-22	% Increase (2019-2022)
<b>Building and Fire Plan Checks</b>	4,912	4,818	5,067	+3.16%
<b>Total Fire/ Building Permits Issued</b>	5,980	6,099	6,446	+7.7%
<b>Building and Fire Inspections</b>	57,009	55,282	59,570	+4.4%

In addition to volume, the nature of development applications has increased in scale (more density and square footage), complexity (State laws, local and regional regulations), and community expectations for quick processing. As a result, building permits require increased attention, specialized knowledge and processing, greater reporting requirements, and a higher level of project management and technical expertise to process. Additionally, new State laws have been enacted that mandate shorter review timelines and same-day, online plan check services, which requires the Building Division to coordinate with over 100 City staff to meet the new timelines and requirements.

Due to the complex requirements of building permit review, new timelines required per State law, and the volume of permits, the Building Division will be reorganized into three teams in Fiscal Year 2023-24. The establishment of these teams will create a sustainable structure that is able to deliver improved customer service and ensure a long-term succession strategy for the Division. The three teams include:

- *Permit Center Team*, which will oversee building administration, all permit services, and public counter operations of the Division;
- *Building Inspection Team*; and
- *Fire Protection Team*, which will conduct fire permit review and inspection services.

The newly created Permit Center Team will implement a new project management approach whereby each permit technician is responsible for a set of projects from initial building permit intake through issuance. This approach allows for consistency for the customer, greater knowledge of the details of a permit, and quicker troubleshooting and resolving of any issues, resulting in improved customer service. Additionally, permits for single-family home improvements and small commercial tenant improvements, which are currently reviewed by consultant plan checkers outside of the City organization, will be handled internally.

The Recommended Budget includes 2.0 new FTE positions, a Plan Check Examiner and a Senior Permit Technician, to help accomplish the goals of the Building Division reorganization to provide improved customer service and a more efficient process.

### **Multicultural Engagement Program Expansion**

The City provides a unique service to meet the needs of our growing and diverse community through the Multicultural Engagement Program (MEP), which advances the Council Strategic Priority of “Community for All.” MEP staff provides information to residents in four languages—English, Spanish, Chinese, and Russian—and attend City meetings and community events, host Citywide multicultural events, provide outreach to schools and nonprofits, and provide translation and interpretation services about City initiatives, programs, and services.

The City has developed a nine-week long Spanish Language Civic Leadership Academy, which encourages civic participation and engagement in Mountain View. In spring 2022, the program expanded to a Chinese Language Civic Leadership Academy. These academies now have over 110 Spanish-speaking graduates and 18 Mandarin-speaking graduates. Based on feedback from several Chinese Language Civic Leadership Academy graduates, the City held its first Lunar New Year Celebration in January 2023, bringing together more than 40 volunteers, including seniors and young adults, and attracting approximately 2,000 people to the celebration.

Building upon this success, a new Citywide Language Access and Multicultural Engagement Policy will be created in Fiscal Year 2023-24, and staff will be conducting even more in-person outreach at community events, neighborhood gatherings, and nonprofit meetings. The Recommended Budget includes a new 1.0 FTE Community Outreach Specialist position to support the continued growth of the MEP Program and increased demand for services.

In addition, the new Housing Department will be working in close collaboration with MEP to provide translation and interpretation for community members to access housing programs and services and to engage in the policy development process. The Recommended Budget includes a recommendation of \$40,000 for enhanced MEP services to support housing programs and initiatives.

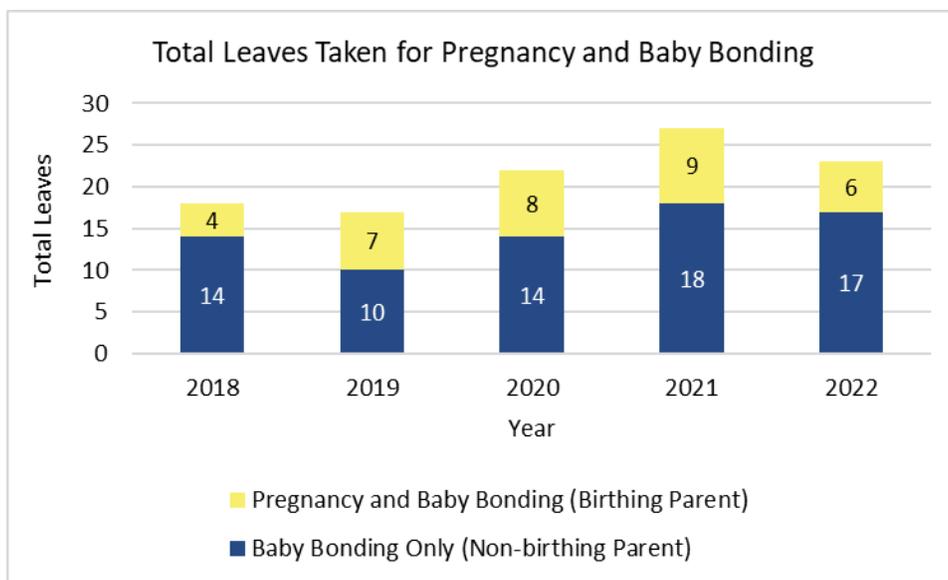
**New Paid Parental Leave Pilot Program**

One of the major enhancements to City employee benefits in the Recommended Budget is the development of a Paid Parental Leave Pilot Program. This program will provide up to 320 hours, equivalent to eight weeks of paid leave, to all benefitted employees for each qualifying event (birth of a child, adoption, or foster care). Leave hours will be prorated for part-time and converted for Fire Suppression employees who work a 56-hour average workweek so that the leave hours received are equivalent to eight weeks at an employee’s regular work schedule.

This pilot program demonstrates the City’s focus on maintaining Mountain View’s great organizational culture to include supporting work-life harmony and well-being. Offering paid parental leave is mutually beneficial. It supports employees so they may provide care to and focus on their newest family member while still maintaining financial stability. Research indicates that there is improved health and well-being of both the parent(s) and the child. Additionally, this program reflects positively on the City organization, increases employee retention, and attracts new talent into our workforce.

Funding for this program will initially come from the General Non-Operating Fund (GNOF) and will be reviewed annually for replenishment. Based on prior leave data, we expect the program to cost approximately \$500,000 annually to provide up to eight weeks of parental leave. To fund and launch the pilot program, the Recommended Budget includes creation of a \$1.0 million reserve to start.

The below graph shows leave of absences taken from 2018 through 2022 that were specific to leave for pregnancy, the birth of a child, and baby bonding.



The City has a long-standing practice of providing exceptional service and support to employees in need of leave and continuously goes above and beyond statutory leave requirements. This includes leave to care for themselves or a family member due to a serious health condition, those seeking military leave, for pregnancy and baby bonding, and other qualifying events. Programs and policies that have been established include the City's catastrophic leave program where employees can donate leave time to another employee, as well as expanding leave time for baby bonding to be up to six months (currently unpaid). The Paid Parental Leave Pilot Program will be a strong enhancement to our benefit package, leave program, and culture of well-being in the workplace.

### **Mental Wellness and Leadership Initiatives**

Emerging from the pandemic, we are working together to develop and deliver programs that will maintain and enhance the City's organizational culture, build strong teams for succession planning and collaboration, and focus on our employees' well-being. Included in the Recommended Budget is approximately \$145,000 toward succession planning efforts and coaching for employees and \$135,000 in employee wellness funds, distributed proportionally within each department, to be used for wellness events, customer service training, team-building events, ergonomic equipment, or facilitation of in-person retreats and team meetings, at the discretion of each department. Each department will provide a written report annually to the City Manager's Office on how the funds were spent each year to enhance employee engagement and wellness. This funding will be examined each year during the budget development process to ensure the objectives and goals of the program are being met. Any enhancements or changes to the program will be included in subsequent Recommended Budgets.

While Mountain View has always placed considerable emphasis on health and wellness initiatives for our employees, the past three years have made the emphasis on wellness paramount. Working closely with the Human Resources team, the City will continue to prioritize employee engagement to address the impacts of workload, productivity, and burnout related to ongoing employee separations and retirements and the requisite filling of vacancies.

### **Castro Street Pedestrian Mall Implementation**

In October 2022, the City Council adopted an ordinance to establish the Castro Street Pedestrian Mall between West Evelyn Avenue and California Street, permanently eliminating vehicular traffic from the 100 to 300 blocks of Castro Street. This action was a major step forward in transforming a temporary solution to keep businesses operational during the COVID-19 pandemic into a new vision for Castro Street to create a vibrant, vehicle-free, walkable downtown area.

In February 2023, the City Council approved midyear budget adjustments that included adding two Parks Maintenance Workers to maintain cleanliness and landscaping and adding a

Downtown Business Development Specialist and a Real Property Analyst to enhance economic vitality and administer the outdoor patio program for the Interim Pedestrian Mall. The approved midyear budget adjustments also included limited-term funding to support maintenance and activation/programming of the pedestrian mall for this summer. The Recommended Budget includes an ongoing budget appropriation of \$93,500 for increased pressure washing, maintenance supplies, and continuing programming for the pedestrian mall.

Over the next fiscal year, staff will be working to fully implement the Interim Pedestrian Mall. For the summer season, staff is beautifying Castro Street with enhanced landscaping and flowers and supporting businesses in decluttering and creating more attractive outdoor dining spaces. A summer weekly music program on Castro Street was started in May, and the Friday Concerts on the Plaza begin in June. After the summer season, Castro Street will be repaved, followed by installation of the new outdoor patios for business use consistent with the design standards/guidelines recommended by the Council's Pedestrian Mall Ad Hoc Subcommittee and approved by the City Council. The City will also be providing furnishings and play equipment for the public areas along the pedestrian mall.

The implementation of the Interim Pedestrian Mall will be further supported by City initiatives occurring throughout Fiscal Year 2023-24 to support small businesses, including a program establishing \$5,000 microgrants for the replacement of outdoor furnishings, including tables, chairs, heaters, and umbrellas, and a small business building facade grant program that provides matching grants of up to \$15,000 to improve signs, awnings, add exterior paint, windows, and doors.

#### **40th Anniversary of Shoreline at Mountain View Regional Park**

Shoreline at Mountain View Regional Park (Shoreline) is an approximately 750-acre recreation area and wildlife refuge located in the North Bayshore Area of the City of Mountain View. The park's 40th anniversary will occur in Fiscal Year 2023-24. Shoreline is a unique regional destination offering a wide variety of recreation activities that can be enjoyed alongside protected wildlife species while being located over critical municipal infrastructure, including a closed and regulated landfill. Visitors from Mountain View and the Bay Area visit Shoreline to enjoy an 18-hole golf course (Shoreline Golf Links), 47-acre lake (Shoreline Sailing Lake), two restaurants, a historic home museum (Rengstorff House), kite flying area, and dog park. In addition, guests of Shoreline take advantage of the approximately nine miles of hiking, jogging, and bike trails that are maintained by the City, which includes a segment of the larger Bay Trail system that connects Sunnyvale to Palo Alto.

The Shoreline Community is responsible for preserving and managing the wildlife habitat in the Shoreline at Mountain View Regional Park and other areas in North Bayshore, such as the Charleston Retention Basin and Shorebird Way egret/heron rookery. These areas greatly

contribute to the biodiversity of the region and make North Bayshore a place of ecological significance due to the diversity of species, vegetation, and habitats located there.

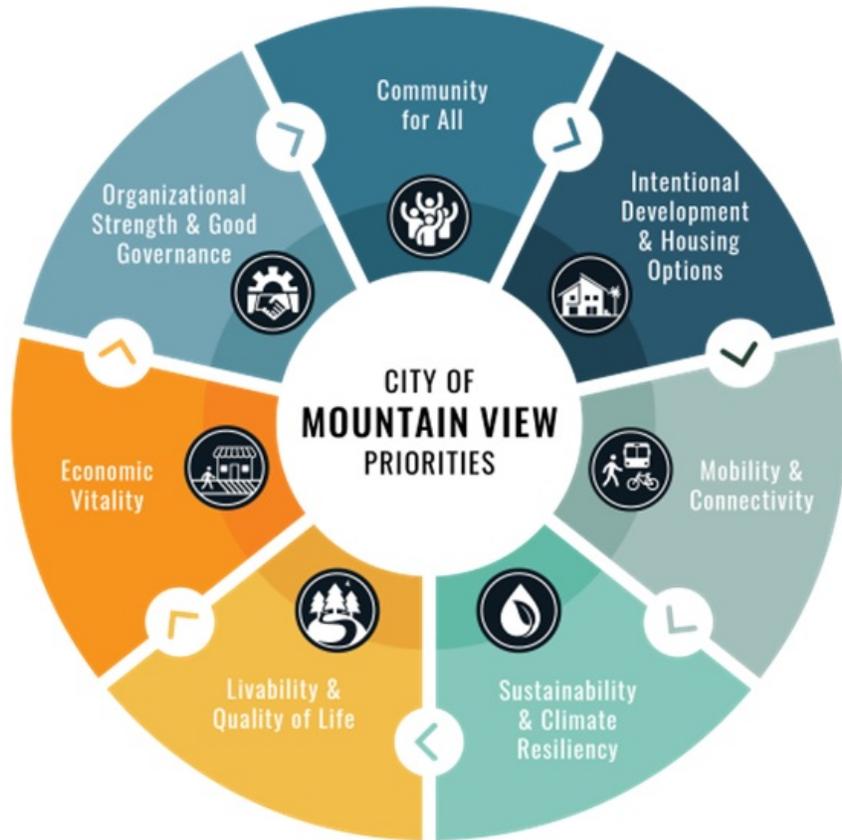
Shoreline is the ecological crown jewel for Mountain View and the Bay Area, supporting at least 23 special-status species across eight types of habitats. These habitats are found in the various areas of Shoreline, which includes two tidal marshes, Vista Slope and Crittenden Hill, Coast-Casey Forebay, and Charleston Slough. The Charleston Retention Basin is 13 acres of recently restored wetland and riparian habitat that provides a high-quality breeding and foraging environment for many migratory songbirds. The Shorebird Way egret/heron rookery is a unique wildlife area in an otherwise urbanized setting, where a cluster of trees creates a regionally significant habitat as one of the largest egret colonies in the South Bay.

The Recommended Budget includes appropriations of \$250,000 in limited-period funding in the GNOF for Shoreline activities, communications, tours, and events that will occur over the course of the fiscal year to recognize and celebrate the 40th anniversary. In addition, the Recommended Budget also includes appropriations of \$75,000 in limited-period funding in the Shoreline Community Fund for permanent park improvements, including signage and displays.

### **COUNCIL STRATEGIC WORK PLAN FISCAL YEAR 2023-24 AND FISCAL YEAR 2024-25**

On June 22, 2021, the City Council adopted seven Strategic Priorities to support the City of Mountain View vision:

*“A welcoming, vibrant city that plans intentionally and leads regionally to create livable, sustainable neighborhoods, access to nature and open spaces, and a strong, innovation-driven local economy.”*



**Figure 1: Council Strategic Priorities**

In January 2023, the City Council began the process of developing a new two-year Strategic Work Plan spanning Fiscal Year 2023-24 through Fiscal Year 2024-25. Over the past several months, Council has reviewed and reaffirmed the City’s seven Strategic Priorities; proposed and approved new and carryover projects for inclusion in the Work Plan to fulfill the seven Strategic Priorities; received feedback on the proposed projects from all the Council boards, commissions, and advisory bodies; and prioritized the timing and allocation of resources for the projects.

The recommended Council work plan for Fiscal Years 2023-25 is comprised of 41 projects and is organized into priority categories “A,” “B,” and “C,” as follows.

### Council Strategic Work Plan Fiscal Years 2023-24 and 2024-25 Projects

Priority A		Highest Priority
1. Review and update the Gatekeeper process	11. Develop a Citywide Decarbonization Plan (transitioning from SAP-4)	
2. Conduct a holistic citywide review of street parking regulations	12. Implement strategies for a vibrant downtown, including the Castro Pedestrian Mall	
3. Explore implementing a temporary downtown office cap on new development	13. Complete a Cost Allocation Plan and Master Fee Study	
4. Explore placing a measure on the ballot to amend the City Charter	14. Develop a Homelessness Response Strategy	
5. Explore the feasibility of a potential 2024 revenue measure	15. Negotiate a Community Workforce Agreement	
6. Update the Race, Equity, and Inclusion Action Plan	16. Develop a Moffett Boulevard Precise Plan	
7. Review and update the Shoreline Community Area Plan	17. Adopt a Citywide Transportation Demand Management Ordinance	
8. Implement Displacement Response Strategy actions	18. Develop a City Active Transportation Plan	
9. Adopt the Local Road Safety/Vision Zero Action Plan	19. Develop a Parks and Recreation Strategic Plan	
10. Expand the Safe Routes to School program	20. Implement an online permitting system	
	21. Develop a Biodiversity Strategy	
	22. Update the Community Tree Master Plan to create an Urban Forest Plan	

Priority B		High Priority
23. Work on the Stevens Creek Trail extension	31. Propose revisions to R3 zoning standards	
24. Develop a Dark Skies ordinance	32. Develop a strategy to facilitate low- and middle-income home ownership	
25. Develop an ordinance to ban vaping sales citywide	33. Facilitate affordable housing development at the VTA Evelyn Site	
26. Develop a comprehensive citywide storefront activation program	34. Design and construct the Castro Grade Separation	
27. Develop comprehensive updates to the Downtown Precise Plan	35. Review and update the historic preservation ordinance	
28. Complete a Climate Change Vulnerability Assessment	36. Prepare the Citywide Travel Demand update	
29. Implement the Economic Vitality Strategy	37. Conduct a Public Services Study	
30. Explore expanding access to broadband		

Priority C		As time and resources allow
38. Explore strategies for enhancing childcare options		
39. Consider revitalization of Gateway Park		
40. Review and make periodic amendments to the Municipal Code in a phased approach to remove contradictory, unenforceable, or otherwise outdated sections		
41. Develop guidelines for micromobility, including a scooter share pilot		

## **OVERVIEW OF BUDGET DOCUMENT**

The Fiscal Year 2023-24 Recommended Budget document, which includes all City funds, is divided into nine sections as follows:

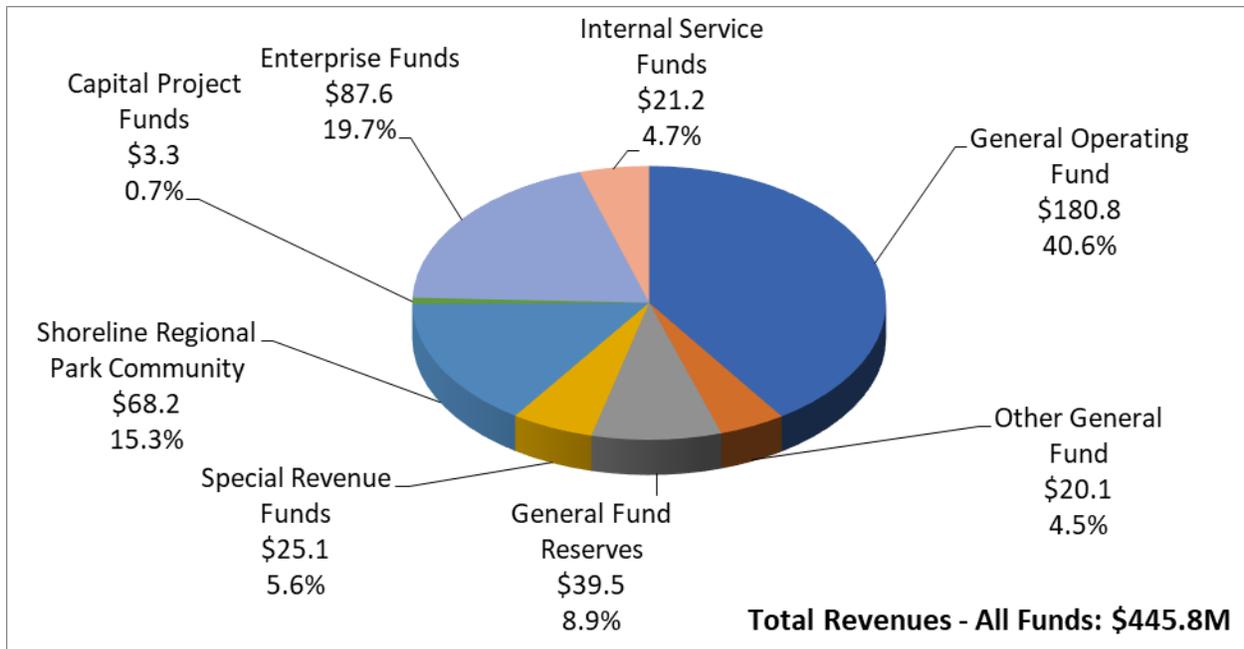
1. Introduction—Includes a summary of the City’s overall financial plan and recommended changes;
2. City and Community Information—Includes the community profile and other information about the City;
3. General Operating Fund Forecast—Includes the GOF five-year revenue and expenditure forecast and an economic update on Federal, State, and local trends;
4. Department Budgets—Includes operating plans for all City departments;
5. Fund Schedules—Includes recommended budgets for all funds;
6. Capital Improvement Projects—Includes the Recommended Capital Improvement Program (CIP) for Fiscal Year 2023-24;
7. Miscellaneous Information—Includes description of the budget process, position listing, debt administration and payments, and other information;
8. Shoreline Regional Park Community—Includes the recommended budget for the Shoreline Regional Park Community; and
9. Glossary and Index—Includes the glossary and index for this document.

This budget has been prepared in accordance with Section 1103 of the City Charter, the State Constitutional limit on the proceeds of taxes, and all applicable regulations.

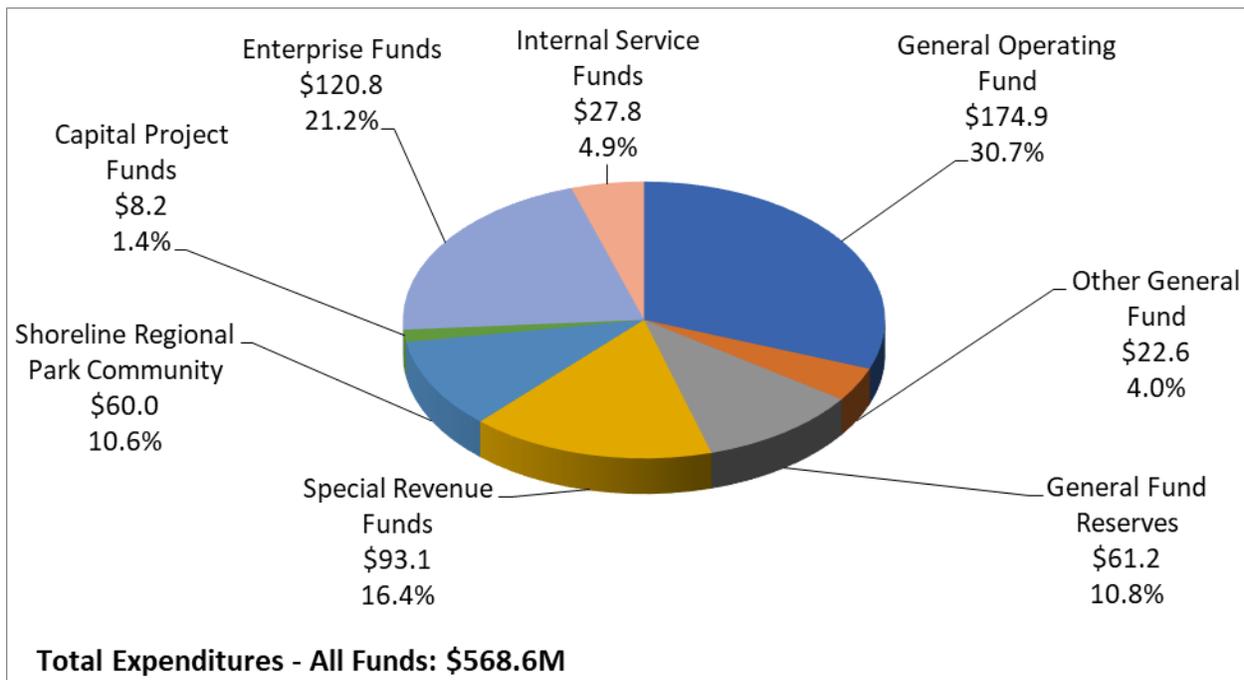
## **FISCAL YEAR 2023-24 BUDGET OVERVIEW**

The total Recommended Budget for Fiscal Year 2023-24 is \$445.8 million in revenues and \$568.6 million in expenditures. Expenditures are greater than revenues as some expenditures, such as capital projects, are funded from existing available resources. The Fund Schedules Section of this document presents the City’s financial picture in detail.

**Total Fiscal Year 2023-24 Recommended Revenues—All Funds  
(dollars in millions)**



**Total Fiscal Year 2023-24 Recommended Expenditures—All Funds  
(dollars in millions)**



## **GENERAL OPERATING FUND**

The GOF is the single largest City fund and provides funding for core services, including Police, Fire, Parks, Recreation, Library, some Planning, Public Works, Sustainability, and all City Administration functions, including City Attorney, City Clerk, City Manager, Human Resources, Finance and Administrative Services, and Information Technology. The GOF's financial health is shaped in large part by positive and negative economic forces beyond the City's control. Many GOF revenues are driven by the economic climate of Silicon Valley, the greater Bay Area, and the State. During the Great Recession of 2008, due primarily to declines in Property Taxes, Sales Taxes, and Transient Occupancy Tax (TOT) revenues, the GOF faced structural deficits before corrective actions were taken for four consecutive fiscal years. In strategically and proactively addressing these ongoing structural deficits, the City was able to better position itself for the economic recovery in the ensuing years leading up to today. In addition, the City's sound fiscal practices and budget discipline have allowed the City to maintain its AAA credit rating for more than 10 years, a status held by only a minority of other California cities.

The local economy continues to experience a rebound from the COVID-19 pandemic, primarily due to higher-than-expected revenues, specifically transient occupancy taxes, sales taxes, and use of money and property (investment and rental income). Staff continually monitors the GOF revenues and expenditures throughout the year. Notably, revenue projections included in this Recommended Budget were difficult to project due to the uncertainty of the current economic climate. For the Recommended Budget, staff used best estimates based on the latest available information.

The City maintains fiscally prudent budgeting practices of balancing ongoing expenditures with ongoing revenues and adopting structurally balanced operating budgets. In recent years, the City has experienced strong revenue growth with a larger-than-normal net operating balance that allowed the City to address infrastructure needs and unfunded liabilities. This situation has helped the City to weather the revenue losses experienced during the COVID-19 pandemic. Although it is difficult to forecast revenues under this climate of extreme uncertainty, the Recommended GOF budget for Fiscal Year 2023-24 is projected to achieve an operating balance.

A summary of the GOF Recommended Budget is summarized below (dollars in thousands):

Total Revenues	\$180,846
Total Expenditures	(171,847)
Transfer to General Fund Reserve	<u>(3,000)</u>
Operating Balance	\$ <u>5,999*</u>

\* Not included in this operating balance of approximately \$6.0 million is potential clawback of an estimated \$7.0 million of prior-year excess Education Revenue Augmentation Fund (ERAF) monies that may need to be paid back to the County of Santa Clara due to current litigation brought by advocacy groups against the State of California.

Based on the current available information and assumptions, the GOF is projected to end the fiscal year with an operating balance of approximately \$6.0 million.

In November 2021, Santa Clara County notified cities that the California School Boards Association and its Education Legal Alliance filed a lawsuit against the Controller of the State of California disputing the calculation and disbursement of excess ERAF funds. As a result, the County of Santa Clara estimates that 20% to 30% of ERAF disbursed to all cities over three years is subject to litigation. The City estimates that 30% of excess ERAF revenue for Fiscal Years 2020-21 through 2022-23 is approximately \$7.0 million. It is expected that the \$6.0 million operating balance will be utilized if there is an unfavorable outcome to this Statewide litigation.

ERAF is the fund used to collect and disburse property taxes that have been shifted from cities, the County, and special districts prior to their reallocation to K-14 school agencies. When the State shifts more local property tax than required, these funds are returned to cities, counties, and special districts and are known as excess ERAF.

In this budget, the City can address some of the critical staffing needs that have been on hold for several years. In Fiscal Year 2023-24, the Recommended Budget includes \$6.2 million of new ongoing expenditures, including 11.6 new regular and converted limited-period to regular positions in the GOF.

A summary of the Fiscal Year 2023-24 GOF Recommended Budget is provided below. Details of the Recommended GOF revenues and expenditures are included on Page 5-4 and in the General Operating Fund Forecast section of this document.

### **California Public Employee Retirement System (CalPERS) Pension and Post-Employment Benefits**

The City of Mountain View provides a defined benefit pension plan for all full-time employees and some part-time benefitted employees as part of their total compensation package. Defined benefit plans provide a fixed, pre-established benefit payment for employees in retirement based on a formula which considers an employee's years of service and highest average annual salary. The defined benefit pension has been a standard part of compensation in governmental organizations and in Mountain View and is in lieu of participating in Social Security, except for the required Medicare rate of 1.45% of all wages.

The City's pension plans over the past several decades, like all other CalPERS participants, have experienced unfavorable investment returns, changes in actuarial assumptions, and unfavorable demographic shifts which have outweighed any positive plan experiences. These unfavorable actuarial experiences have resulted in rising employee-related costs due to the corresponding escalation in payments to fully fund benefits.

An Unfunded Accrued Liability (UAL) obligation represents the market value of the assets minus the discounted value of the future liabilities. When a plan's Market Value of Assets is less than the Actuarial Accrued Liability, the difference is the plan's UAL. When there is a UAL, the City must make up the difference. The City's most recent actuarial report from CalPERS (released in July 2022) indicates that the City has an UAL of \$168.3 million as of June 30, 2021, down from \$249.4 million a year prior, a decrease of 32.5%. This large decrease is primarily attributable to CalPERS realizing an investment return of over 21.0% in Fiscal Year 2020-21.

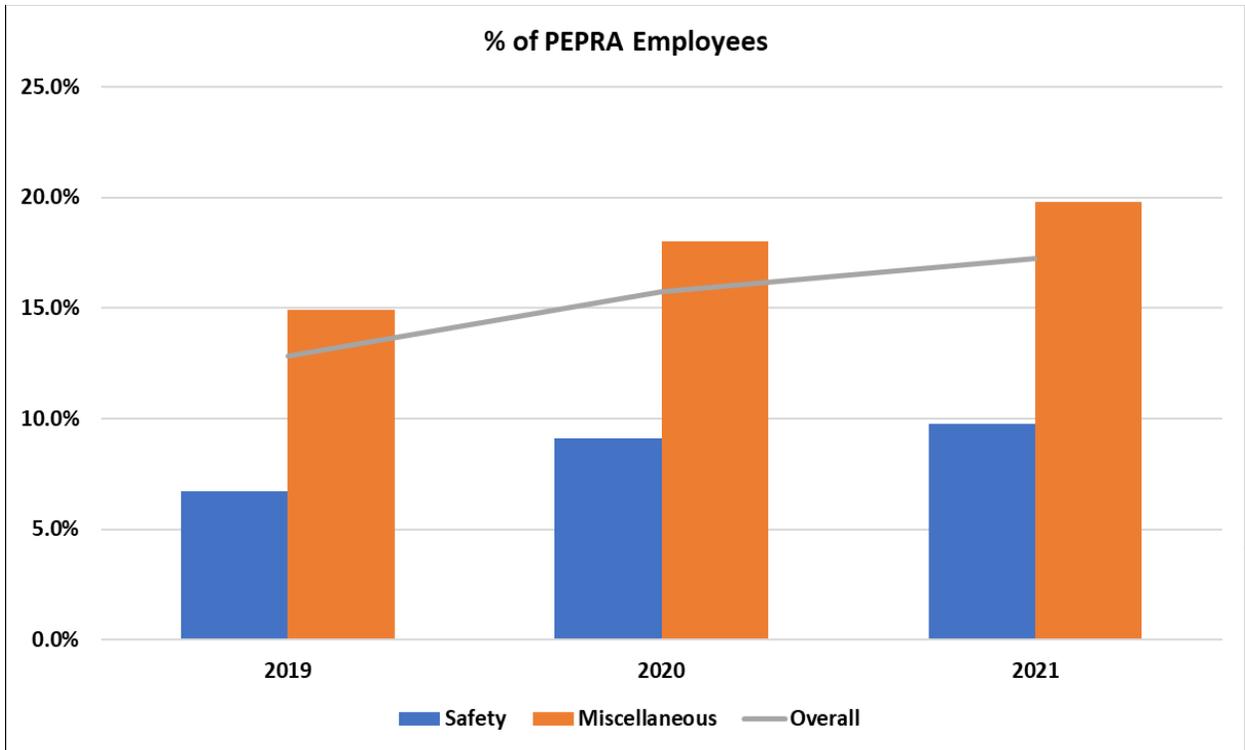
As of June 30, 2021, the City's funded status was 79.6% for its Safety Plan and 84.3% for its Miscellaneous Plan, up from 70.3% and 73.1%, respectively. However, the unfunded liability amounts and funded status percentages do not take into consideration the 6%+ loss that CalPERS investments experienced in Fiscal Year 2021-22. As a result, the unfunded liability amounts and funded status percentages are expected to return to June 30, 2020 levels when updated actuarial reports are released by CalPERS by August 2023.

The City prudently recognized the potential impacts to future service delivery if unfunded pension and Other Post-Employment Benefits (OPEB) obligations were not addressed, and additional funding strategies not identified. For the CalPERS pension liability, the City Council adopted a strategy to contribute a significant lump-sum contribution of \$10.0 million (General Fund) in Fiscal Year 2017-18 as well as proportionate contributions from other funds. As part of this strategy, an additional \$10.0 million General Fund payment was proposed to come from future Google Parking Lease revenues as well as proportionate contributions from other funds. These lease payments are on a calendar-year basis and began January 2021. Last year, staff recommended making the contribution the fiscal year after funds are received. Therefore, \$2.0 million was available to contribute to CalPERS in Fiscal Year 2022-23. With other funds contributing their share, the total additional contribution to CalPERS was \$2.6 million for Fiscal Year 2022-23 and is expected to be \$5.6 million in Fiscal Year 2023-24. Of note, future additional contributions may be reduced based on lower annual lease revenues expected from Google.

In 2013, California pension reform became law under the Public Employees' Pension Reform Act (PEPRA). PEPRA, effective for all new employees hired after January 1, 2013, made broad prospective changes to pensions in California with the goal to create a more sustainable pension system by reducing an employer's pension liabilities and increasing employee contributions toward their pension benefits. As a result, the pension costs associated with a PEPRA employee are lower than an employee hired prior to January 2013. However, it is expected that substantial savings from the reform will take many years to be realized.

As shown in the chart below, the overall percentage of PEPRA employees employed by the City has gradually increased over the last three years, from 12.8% to 17.2%, based on the most recent valuation from CalPERS. There are more PEPRA employees in the Miscellaneous plan than in the

Safety Plan, by a ratio of two to one, with 19.8% of miscellaneous employees versus 9.7% of safety employees.



The City has recently engaged a pension consultant to explore potential budget and interest savings that would result if additional discretionary payments (ADP) above the contributions calculated by CalPERS were allocated. In addition, the pension consultant’s scope of work will include research and the possible recommendation of implementing a Section 115 pension trust fund that could assist in paying off the City’s pension liability early by allowing the City to safely and securely set aside funds, separate and apart from the State retirement system, in a tax-exempt, irrevocable trust to reduce pension liabilities and stabilize pension costs.

A second category of retirement-related benefits which impact the City’s finances is the City’s retiree health program, also called other post-employment benefits. In 2009, the City established a Section 115 OPEB trust account through the California Employer’s Retiree Benefits Trust (CERBT) program to fund retiree health benefits. As of March 2023, there was a balance of approximately \$154.6 million in the trust account. As of the most recent actuarial report dated June 30, 2021, the City’s unfunded liability for these benefits was \$148.7 million. Using the current trust asset balance of \$154.6 million and the most recent unfunded liability balance results in an estimated funded status of 104%. With an estimated liability at June 30, 2023 of \$154.2 million, assuming the trust balance stays at \$154.6 million, the City’s expected OPEB funded status would still be just over 100%. An updated actuary report will be prepared as of June 30, 2023 and will be available in early 2024.

### **General Operating Fund Five-Year Financial Forecast**

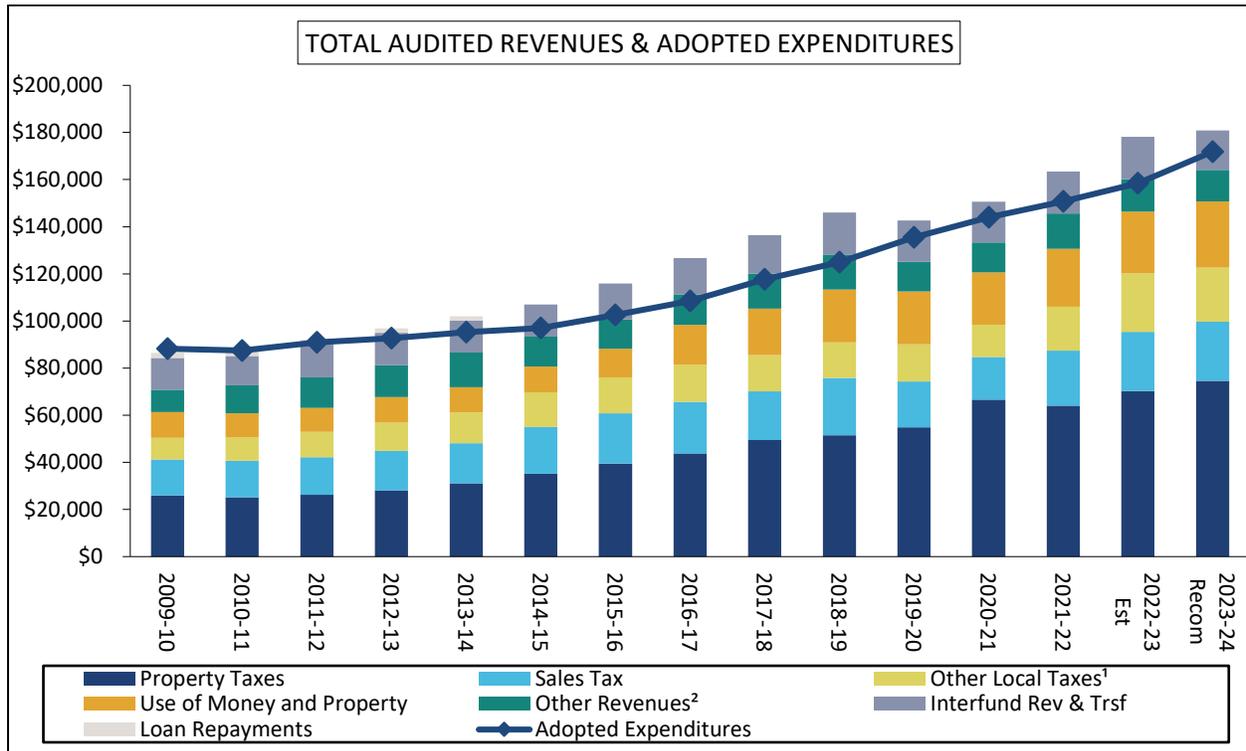
Included in this Recommended Budget document is a detailed Forecast beginning on Page 3-1. Forecasting is a best practice and an important part of a city's financial planning process as it provides an outlook on the City's future financial condition by identifying financial needs and potential budget imbalances. The Forecast is designed to enhance the City's ability to identify key drivers and trends in revenues and expenditures and paint a helpful picture of the future economy of the City. While it is challenging to accurately predict local government revenues due to the variable nature of the revenue sources and their connection to regional, State, national, and even international economic conditions, it is generally possible to identify reasonable financial trends and provide a conceptual financial picture for a multi-year period, which is useful to the City Council's decision-making. However, with the degree of uncertainty surrounding the current economic climate, forecasting financial trends is difficult to project. The Forecast includes staff's best estimates for the projected fiscal outlook for the GOF (including the Fiscal Year 2023-24 Recommended Budget).

The Forecast was prepared assuming positive revenue trends for the future years and does not include a recession. For Fiscal Year 2023-24, the General Operating Fund is estimated to end with an estimated \$6.0 million operating balance. The Forecast also projects the fund will end with a smaller balance in the third and fourth year due to higher projected expenditures. The fifth Forecast year is projected to have a healthy operating balance.

### **Fiscal Year 2023-24 General Operating Fund**

#### *Revenues*

For Fiscal Year 2023-24, GOF revenues are projected to grow \$17.0 million (10.4%), compared to the Fiscal Year 2022-23 Adopted Budget, to \$180.8 million. More detail on each revenue source can be found in the Forecast. The City's recent revenue history and estimated revenues for the current fiscal year and projected revenues for Fiscal Year 2023-24 are as follows (dollars in thousands).



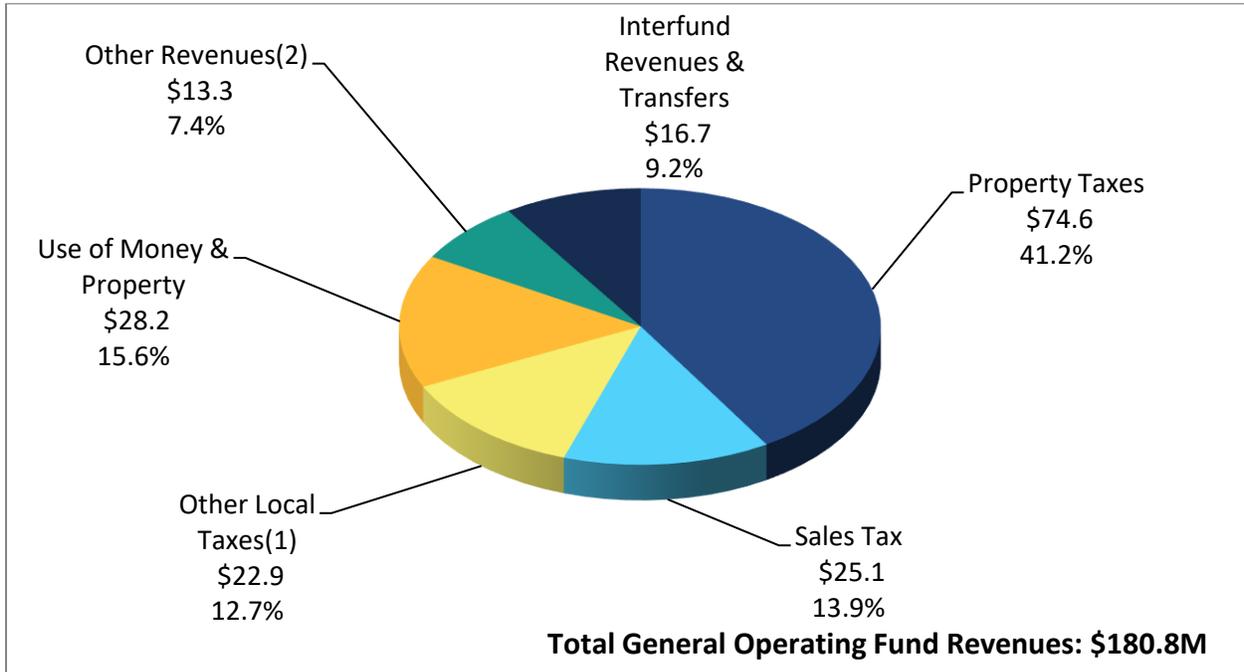
1 Other Local Taxes consist of Transient Occupancy Tax, Business Licenses, and Utility Users Tax.

2 Other Revenues consist of Licenses, Permits and Franchise Fees, Fines and Forfeitures, Intergovernmental, Charges for Services, and Miscellaneous Revenues.

This chart demonstrates the cyclical nature of the City’s balance between revenues and expenditures. In recessionary years, small margins existed between GOF revenues and expenditures while that gap widens during high-revenue-growth years. The recommended expenditures in the chart include budget savings; however, for Fiscal Years 2008-09 through 2010-11 and again in Fiscal Year 2020-21, the actual budget saving results were greater than adopted and were necessary to maintain a positive operating balance due to revenue shortfalls compared to budget. In comparison, in Fiscal Years 2011-12 through 2014-15, actual budget savings declined, but actual revenues were higher than adopted.

A summary of the major categories of GOF Revenues for the Fiscal Year 2023-24 Recommended Budget is as follows.

**Fiscal Year 2023-24 General Operating Fund Recommended Revenues  
(dollars in millions)**



1 Other Local Taxes consist of Transient Occupancy Tax, Business Licenses, and Utility Users Tax.

2 Other Revenues consist of Licenses, Permits and Franchise Fees, Fines and Forfeitures, Intergovernmental, Charges for Services, and Miscellaneous Revenues.

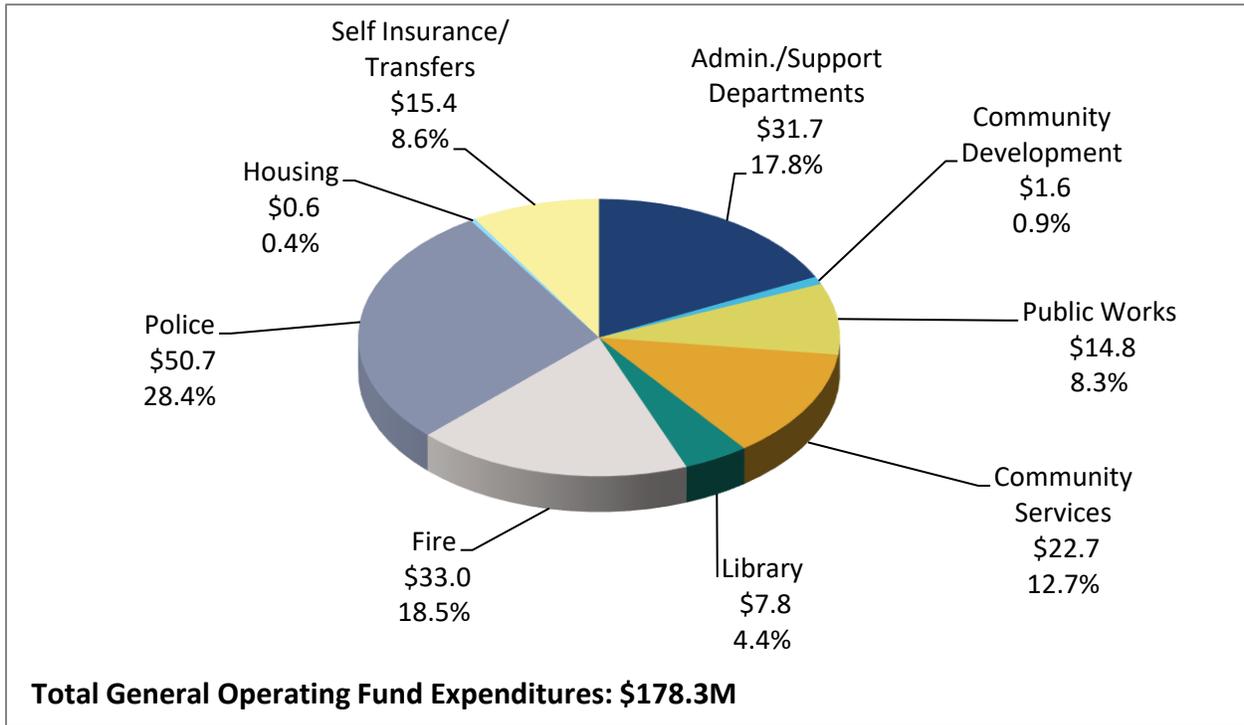
**Expenditures**

The Recommended Budget includes the addition of necessary expenditures. To address heavy workloads, some current demands for resources are being addressed through limited-period funding.

Recommended expenditures for Fiscal Year 2023-24 include the addition of \$1.2 million of net nondiscretionary increases, which preserve current service levels, and \$5.0 million of net discretionary additions for resources to meet demands. In total, including increases for personnel costs, there is an 8.6% increase in expenditures from the Fiscal Year 2022-23 Adopted Budget. The majority of the increase (9.1%) is related to personnel cost increases. Included in Recommended expenditures is an estimated budget savings of \$6.5 million based on average savings over the prior five fiscal years.

The major components of GOF recommended expenditures by department are as follows.

**Fiscal Year 2023-24 General Operating Fund Recommended Expenditures  
(dollars in millions)**



\* Admin./Support Departments include: City Council, City Clerk, City Attorney, City Manager, Information Technology, and Finance and Administrative Services.

NOTE: Excludes the \$6.5 million estimated budget savings and \$3.0 million transfer to the General Fund Reserve.

**Fiscal Year 2023-24 Recommended Budget Changes**

The following is a discussion of major recommended expenditure changes for Fiscal Year 2023-24.

*Nondiscretionary Increases*

For Fiscal Year 2023-24, a total of \$1.2 million of net nondiscretionary increases are included to fund existing and new required operational costs, such as crossing guard services, utility cost increase, janitorial cost increases, and increases in information technology costs. A listing of all nondiscretionary items, \$50,000 and over, are as follows (see the complete listing of nondiscretionary items with descriptions under the Miscellaneous Information Section).

- **Information Technology Services, Licenses, and Software Renewals: \$386,200**
- **Gas and Electricity Cost Increase: \$267,500**

- **Crossing Guard Services: \$223,600**
- **Janitorial Cost Increases: \$187,600**
- **Public Safety Systems Support: \$52,000**

#### *Discretionary Expenditures*

Net new expenditures totaling \$5.0 million are included for high-priority ongoing programs; \$2.8 million is related to personnel (fully loaded cost). These are included in the Fiscal Year 2023-24 Recommended Budget and future projections in the Forecast. A listing of all discretionary items, \$50,000 and over, is as follows (see the complete listing of discretionary items with descriptions under the Miscellaneous Information Section).

- **Fire Overtime: \$793,300**
- **Rengstorff Park Aquatics Center: \$383,300**
- **Legal Services: \$350,000**
- **Police Officer Position (1.0 FTE)—Community Outreach: \$332,400**
- **Assistant Community Services Director (1.0 FTE): \$ 321,600**
- **Senior Information Technology Analyst Position (1.0 FTE): \$ 255,100**
- **Systems Specialist Position (1.0 FTE): \$221,300**
- **Human Resources Analyst I/II Position (1.0 FTE): \$216,300**
- **Open Space Planner Position (0.85 FTE): \$191,900**
- **Paralegal Position (1.0 FTE): \$185,600**
- **Program Assistant (1.0 FTE): \$175,600**
- **Recreation Coordinator Position (1.0 FTE): \$175,300**
- **Community Outreach Specialist Position (1.0 FTE): \$139,500**
- **Employee Wellness and Team Building: \$135,600**
- **Communications Enhancement: \$100,000**
- **Traffic Maintenance and Repairs: \$100,000**
- **Castro Street Pedestrian Mall: \$93,500**
- **Reclassification of Office Assistant to Administrative Assistant (0.5 FTE): \$85,600**
- **Consultant Services—Transportation: \$70,000**
- **Employee Relations Legal Counsel: \$65,000**

#### *Limited-Period Expenditures*

Funding of \$7.0 million for limited-period items is included in the Recommended Budget; \$1.1 million is related to personnel, most of which is a continuation of current staffing (notated with an asterisk (\*)). A listing of all limited-period items, \$50,000 and over, is as follows (see the

complete listing of limited-period items with descriptions under the Miscellaneous Information Section).

- **Community Services Agency Capital Funding: \$1,000,000**
- **Safe Parking Program: \$625,000**
- **Firefighter Recruit Academy: \$414,100**
- **888 Villa Lease: \$389,700**
- **Shoreline Events: \$250,000**
- **Revenue Measure Consulting Services: \$250,000**
- **Website Coordinator Position (1.0 FTE)\*: \$235,100**
- **Personal Protective Equipment Compliance: \$229,300**
- **Federal and State Legislative Advocacy: \$220,000**
- **Library Security Services: \$200,000**
- **Human Resources Technician Position (1.0 FTE): \$188,600**
- **Systems Coordinator Position (1.0 FTE)\*: \$183,600**
- **Management Fellow Position (1.0 FTE)\*: \$182,100**
- **Hourly Staff to Support the Traffic Section: \$180,000**
- **Administrative Assistant Position (1.0 FTE): \$159,400**
- **Employee Relations/Labor Negotiations Attorney Services: \$150,000**
- **Training and Career Development: \$150,000**
- **Winter Holiday Event: \$150,000**
- **Library Security Services Guard (1.0 FTE): \$149,100**
- **Citywide Succession Planning: \$145,000**
- **Employee Relations Consultants: \$140,000**
- **Homelessness Response Funding: \$125,000**
- **Public Services Study: \$125,000**
- **Sustainability Fellow Contract: \$110,000**
- **Fee Study: \$100,000**
- **Broadband (rebudget): \$100,000**
- **Nonprofit Funding for Community Needs (rebudget): \$95,500**
- **Technology Enhancements (rebudget): \$84,000**
- **Program for Sidewalk Ramping, Grinding, and Inspecting: \$75,000**
- **Laserfiche Upgrade: \$65,200**
- **Data Management System Replacement: \$55,000**

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\* Represents a continuing limited-period position.

### **General Fund Carryover Available for Allocation**

The Fiscal Year 2022-23 estimated GOF operating balance carryover of \$6.8 million (subject to changes in assets and liabilities and grant/donations carryover), prior fiscal year unallocated balance of \$14.2 million, and one-time revenue of \$8.7 million provides an available balance of \$29.7 million, which is sufficient to fund the following items included in the Recommended Budget:

- \$6.8 million for limited-period expenditures;
- \$3.0 million for the Capital Improvement Reserve;
- \$2.0 million for the Strategic Property Acquisition Reserve;
- \$2.0 million Budget Contingency Reserve for the Public Safety Building;
- \$2.0 million for the Employee Loan Program Reserve;
- \$1.4 million for the Compensated Absences Reserve;
- \$1.1 million for the Development Services Fund;
- \$1.0 million additional payment to CalPERS;
- \$1.0 million for the Parental Leave Reserve; and
- \$1.0 million for the General Liability Fund.

Staff will return to Council after the conclusion of the fiscal year-end audit with any modifications and final balances available for allocation.

### **OTHER MAJOR FUNDS**

#### **Other General Funds**

##### *Development Services Fund*

Development Services is a General Fund program separated from the GOF to facilitate better tracking and accounting. This separation was established to allow for an effective way to match revenues and expenditures. Initially created for Building Services, this fund was expanded in Fiscal Year 2014-15 to encompass all development activity more fully.

Fiscal Year 2023-24 total projected operating revenues are \$14.4 million (net of Land Use Document Fee), \$329,000 (2.3%) higher than Fiscal Year 2022-23 adopted, and \$2.0 million higher than estimated actuals. The higher revenue estimates are mainly the result of higher projected building permits. Total recommended operating expenditures are \$17.6 million. This includes nondiscretionary and discretionary increases of \$736,500 and new limited-period items of \$1.1 million primarily targeted to address the existing workload related to development activity. In addition, there is an estimated \$800,000 for Land Use Document Fees, a transfer of \$85,000 to the Compensated Absences Reserve, and CalPERS contribution of \$203,000 proportionate to the GOF share.

The Development Services Fund is projected to end the fiscal year with a Land Use Document Reserve of \$11.4 million and ending balance of \$493,000. The Development Services Fund recommended expenditures exceed revenue by \$2.7 million, of which \$950,000 is related to one-time expenditures. This deficit has arisen from fees that have not been increased in years and are not fully recovering the costs of providing the related services. A new master fee study is necessary and will be completed in the upcoming year to increase fees to appropriate cost-recovery levels. The Recommended Budget includes \$100,000 for a consultant to conduct the master fee study.

#### *Shoreline Golf Links and Michaels at Shoreline Restaurant Fund*

Shoreline Golf Links and Michaels at Shoreline Restaurant returned to full operations in Fiscal Year 2021-22. This fund is being impacted by the increase in the City's minimum wage and the labor shortage, which resulted in additional overtime pay to be able to support the operation. For Fiscal Year 2023-24, revenues are projected at \$4.9 million, and expenditures are recommended at \$4.5 million, leaving an operating balance that is expected to generate a \$150,000 transfer to the GOF.

### **Special Funds**

#### *Shoreline Regional Park Community Fund (Shoreline Community)*

The Shoreline Community was created by legislation in 1969, known as the Shoreline Regional Park Community Act (Act), for the development and support of the Shoreline at Mountain View Regional Park (Shoreline Park) and to economically and environmentally enhance the surrounding North Bayshore Area. In accordance with the Act, all tax revenues received by the Shoreline Community are deposited into a special fund and used to pay the principal of and interest on loans, advances, and other indebtedness of the Shoreline Community. The Act prescribes the powers of the Shoreline Community, including the construction and replacement of the infrastructure needed to serve the Shoreline Community, such as streets, curbs, gutters, parking lots, sidewalks, water and sewer services, lighting, waste disposal, power and

communications, and housing and levees as well as operations and maintenance of Shoreline Park.

The Shoreline Community is a separate legal entity with its own budget and financial statements but is considered a blended component unit of the City, and financial activities are reported with the City's financial documents. A separate budget for the Shoreline Community is adopted by the Board of the Shoreline Community and is included in a separate section of this Recommended Budget document.

For Fiscal Year 2023-24, operating revenues are projected at \$68.2 million, \$9.5 million higher than the Fiscal Year 2022-23 Adopted. This is primarily due to higher property tax revenues. It is important to note that Assessed Value in the Shoreline Community can be significantly impacted by economic conditions. Operating expenditures are recommended at \$37.8 million, \$2.5 million higher than Fiscal Year 2022-23 Adopted, primarily due to payments to the County and school districts increasing by \$1.6 million. Ongoing changes of \$72,000 are included as well as limited-period expenditures of \$226,000. In addition, there is a \$55,000 transfer to the Compensated Absences Reserve, a CalPERS contribution of \$71,000 proportionate to the GOF share, and capital projects of \$22.1 million, of which \$14.6 million is funded from the Development Impact Fee and \$1.5 million is funded from the Sea Level Rise Reserve.

The General Reserve, based on 25.0% of operating expenditures (similar to other reserves) net of intergovernmental payments, is \$5.6 million; a new Site Contamination reserve for expected clean-up obligations is \$5.0 million; the Landfill Reserve is increasing from \$11.0 million to \$12.0 million (incrementally increased in case of a catastrophic event); the Sea Level Rise Reserve is increasing \$3.0 million (as part of a plan to fund \$3.0 million annually for 10 years); and the Development Impact Fee Reserve is estimated at \$212,000. After meeting policy reserve requirements, the remaining balance available is projected to be \$57.6 million. Importantly, remaining reserve balances are obligated for current and future funding requirements of the Shoreline Community referenced in the prior section.

The 2021 Shoreline Sea Level Rise Study identified sea level rise projects costing \$122.0 million. Staff is developing a feasibility analysis to prioritize the projects for funding. It is anticipated additional reserves will be needed to provide for increased mitigation over that which was recommended by the initial study. In addition, the Educational Enhancement Reserve Joint Powers Agreement (JPA) with the school districts expires in June 2023 but is expected to be renewed for another year while staff is developing a long-term forecast for a new long-term agreement. Future payments to the school districts could impact the financial condition of this fund.

## **Utility Funds**

The City's enterprise utility funds are fully funded by the rates charged to customers; there is no General Fund support to the utility funds. Utility rates charged by governmental entities for water, sewer, and trash and recycling services are considered property-related fees and are subject to the procedural requirements of Proposition 218, Article XIII, of the California Constitution. Proposition 218 requires governmental agencies to conduct a majority protest hearing prior to adopting any changes in utility rates. A notice is required to be mailed no later than 45 days prior to the public hearing and is required to include the proposed rate adjustment, the calculation methodology, and describe the process for submitting a protest vote. The legislation also provides for future rate increases within prescribed limits to be approved without holding a hearing each year for up to an additional four years.

A Proposition 218 hearing was not required for the recommended water and wastewater rate increases as the recommended increases for Fiscal Year 2023-24 were within the prescribed limits as noticed May 7, 2021 and approved at the June 22, 2021 public hearing. However, the recommended solid waste rate increase requires a Proposition 218 hearing, scheduled for June 27, 2023, prior to the adoption of any rate modifications. A Proposition 218 hearing will be held on June 27, 2023 for the recommended solid waste rate increases for Fiscal Year 2023-24, and notices were mailed on or before May 12, 2023.

### *Water Fund*

For Fiscal Year 2023-24, the proposed wholesale water rate increase from the San Francisco Public Utilities Commission (SFPUC) is 9.7%. The Santa Clara Valley Water District (Valley Water) proposed a 15.0% increase for groundwater (well production) and a 14.1% increase for treated water. Due to the SFPUC and Valley Water rate increases and City cost increases, potable water and meter rates are recommended with a 8.0% increase for Fiscal Year 2023-24. This results in a monthly increase of \$9.88 for the average single-family residence. The Recycled Water rate is recommended with a 5.0% rate increase corresponding to the Consumer Price Index (CPI). There are significant capital improvement projects recommended for Fiscal Year 2023-24 that will draw from the \$13.0 million estimated available balance. On March 22, 2022, the City Council approved the Recycled Water Feasibility Study Update Draft Report, which discussed future CIP needs ranging from \$92.0 million to \$102.0 million over approximately 25 years. The cost of these projects will most likely require a bond issue and will have a significant impact on the recycled water rate.

Fiscal Year 2023-24 projected operating revenues, with the recommended rate adjustments, are \$39.8 million, and recommended operating expenditures are \$41.5 million (excluding depreciation expense and transfers to capital projects), resulting in an operating deficit of \$1.6 million. Included in expenditures are the rate adjustments to wholesale water costs as provided and the minimum water purchase from SFPUC.

For Fiscal Year 2023-24, there is a CalPERS contribution of \$117,000 proportionate to the GOF share, capital projects of \$5.8 million funded from the rate, and additional capital projects of \$3.7 million funded by capacity and development impact fees. There are projected Fiscal Year 2023-24 reserve balances of \$23.5 million, which includes the water transfer reserve, the balance of capacity and development impact fee revenues received, and the interest earned on the balance as well as the full reserve requirement for the fund. The projected ending balance for this fund is \$4.6 million, and the cash available goal is \$5.3 million, or 10.0% of total expenditures.

### *Wastewater Fund*

For Fiscal Year 2023-24, costs for the Palo Alto Regional Water Quality Control Plant (Treatment Plant) are increasing 3.7%. A 6.0% overall rate increase is recommended: 4.0% due to Treatment Plant and City operating cost increases and 2.0% for the last year of the phase-in of planned Treatment Plant capital costs.

The majority of the City's sanitary sewer trunk main infrastructure was installed in the 1950s and 1960s. Staff has previously indicated through the budget and CIP process that there are major City sewer main replacement projects necessary over the next 10 years. As identified previously, capacity and development impact fees have provided a source of funding for some projects; however, the fees received are not sufficient to fund all projects, and staff recommended issuing debt to secure additional funds. On October 23, 2018, the City Council approved a \$10.1 million loan financing for Wastewater infrastructure projects, and the proceeds have funded multiple capital projects allocated over three fiscal years. The financing structure includes the ability to draw funds as needed for the first 18 months, lowering interest cost, and the ability to prepay 10.0% of the outstanding balance each year and all of the outstanding balance after 10 years without penalty. All funds have been fully drawn, and annual payments will be approximately \$852,000 henceforth.

There are infrastructure capital projects beyond the annual capital projects included in the rate. In addition to the \$10.1 million loan noted above to fund infrastructure capital projects, Capacity and other Development Fees have provided an additional source of funding for some of these infrastructure capital projects where allowed. There continue to be significant capital improvement projects above the annual \$2.5 million funded annually from rates, of which \$10.5 million is scheduled for Fiscal Year 2023-24, drawing from the available balance, and \$36.1 million is unscheduled. While some projects can be funded from the capacity and development fees collected, there is insufficient available balance to fund all the \$36.1 million in unscheduled projects in the near future. In addition, Treatment Plant capital cost estimates have increased significantly, and it is likely that the additional 2.0% increase will need to continue past the original 10-year plan.

With an overall 6.0% rate increase, operating revenues for Fiscal Year 2023-24 are projected at \$31.7 million (including \$3.5 million in revenue generated by the rate increases for planned Treatment Plant capital costs that is being reserved), and operating expenditures are recommended at \$29.0 million (after eliminating the budget effect of depreciation expense), resulting in an operating balance of \$2.7 million. The Operating expenditures budget increased by \$1.7 million compared to the Fiscal Year 2022-23 Adopted Budget mainly due to a \$1.8 million capital improvement cost increase to the Treatment plan. The increase is funded by the revenue generated by the rate increases for planned Treatment Plant capital costs that is being reserved.

For Fiscal Year 2023 24, there is a CalPERS contribution of \$71,000 proportionate to the GOF share, \$3.9 million for capital projects funded by rates and available balance, and \$6.5 million in capital projects funded by capacity and development impact fees. There are projected Fiscal Year 2023-24 reserve balances of \$31.3 million, which includes the Treatment Plant reserve, the balance of capacity and development impact fee revenues received, and the interest earned on the balance as well as the full reserve requirement for the fund. The projected ending balance for Fiscal Year 2023-24 is \$8.6 million (\$2.1 million more than the Fiscal Year 2022-23 adopted), and the cash-available goal is \$3.4 million.

#### *Solid Waste Management Fund*

For Fiscal Year 2023-24, the increase for Recology for collection services is 8.13%, based on projected expenditure increases and revenue requirements in accordance with the City's contract with Recology. The City's share of SMaRT<sup>®</sup> Station costs are lower for Fiscal Year 2023-24, after taking into consideration the reduction in the City's share of tonnage processed, costs are estimated to increase 6.8%. Operations for services provided through both agreements include efforts to reduce the amount of waste sent to landfills as well as to abide by Senate Bill 1383, which mandates residential and commercial organics composting.

City operating costs increased significantly last fiscal year due to changes to include these efforts and resulted in an unbalanced operating budget. There is sufficient available balance to absorb the increases over a period of time, and the City is recommending a 7.0% rate increase to cover the cost increases for Fiscal Year 2023-24 only. However, it is expected that higher increases in the future will be needed to bring the operating budget into balance. This results in a monthly increase of \$2.75 for a 32-gallon cart.

Operating revenues for Fiscal Year 2023-24 are projected at \$16.1 million (\$37.0 million, including Recology), and operating expenditures are recommended at \$21.8 million (\$42.7 million, including Recology, and after eliminating the budget effect of depreciation expense). The operating balance is projected to be a negative \$5.7 million, and there is a CalPERS contribution of \$50,000 proportionate to the GOF share and \$320,000 for capital projects. This fund is projected to draw from reserves to fund ongoing expenditures and capital projects. The fund is projected to end the 2023-24 fiscal year with a reserve at the policy level of \$5.5 million. The

projected ending balance for Fiscal Year 2023-24 is \$7.0 million, and the cash available goal is \$2.2 million.

### **Reserves**

Most reserves are established pursuant to Council Policy A-11, Financial and Budgetary Policy, and others have been approved as needed by Council (see summary in Miscellaneous Section). Reserves can be classified as those uncommitted but designated for a specific purpose and those created to fund liabilities. Given the Fiscal Year 2022-23 estimated GOF operating balance carryover surplus, the Recommended Budget provides strategic allocations to multiple reserves. Among others, this includes \$3.0 million to the Capital Improvement Reserve, \$2.0 million to the Strategic Property Acquisition Reserve (SPAR), \$2.0 million to the Employee Loan Program Reserve, and \$1.0 million in initial funding for the newly created Parental Leave Reserve.

Since the Fiscal Year 2017-18 budget, the City began transferring leasing-related revenues generated from the Ameswell Hotel and Office development into the City's Budget Contingency Reserve to be utilized for funding limited-period expenditures until such time as these funds could be used to pay for debt service on a new Public Safety Administration Building. Until the City establishes a funding plan for the project, the annual revenue being generated from Ameswell, estimated to be \$3.9 million in Fiscal Year 2023-24, along with an estimated \$12.3 million previously deposited into the Budget Contingency Reserve, be set aside and dedicated for the Public Safety Building until such time it is needed for debt service. In addition, the Recommended Budget allocates an additional \$2.0 million toward the Budget Contingency Reserve for the Public Safety Building.

In total, the Recommended Budget allocates \$14.5 million toward reserves. For more information on the City's reserve policy, please refer to the Miscellaneous Information section of the Recommended Budget.

### **SUMMARY AND CONCLUSION**

Although there is economic uncertainty ahead, the City has emerged stronger from the pandemic as key City revenues have surpassed prepandemic levels, which allows the City to continue to improve services and programs for the community and advance Council's Strategic Priorities. The Fiscal Year 2023-24 Recommended Budget complements the City's strong fiscal foundation and includes strategic enhancements necessary to build the Mountain View of tomorrow. Looking toward the future, the City will need additional revenue to tackle critical projects, including addressing our aging facilities and Citywide infrastructure, acquiring more land for parks and open space, implementing ambitious decarbonization and sustainability initiatives, and building affordable housing. We are well-positioned to bring the City and our residents together and work toward these important community needs.

I would like to express my appreciation to the City Council and to staff in all departments for their cooperation and assistance in the development of this budget. In particular, I would like to thank the department heads and the Budget Review Team, including Assistant City Manager Arn Andrews and Finance and Administrative Services Director Derek Rampone, and with special thanks to Assistant Finance and Administrative Services Director Grace Zheng, Senior Financial Analysts Ann Trinh and Elliot Young, and Financial Analyst Natalie Poon for their assistance with the Operating Budget; Purchasing and Support Services Manager Ann Mehta, Library Manager Laura Shea-Clark, and Assistant City Clerk Merry Monlux for their assistance with the capital outlay process; and the Document Processing Center and Copy Center staff for their invaluable support in the preparation of this document.

Respectfully submitted,



Kimbra McCarthy  
City Manager

KMC/DR/6/FIN  
546-06-01-23L

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# Council Strategic Priorities and FY 23-25 Work Plan



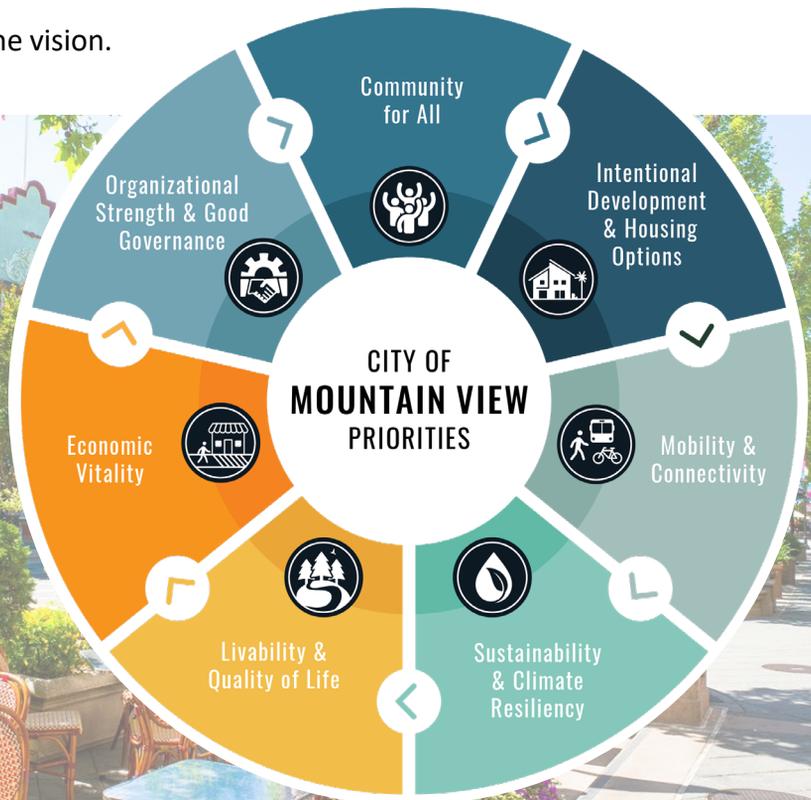
The City of Mountain View Strategic Priorities were developed through careful deliberation by the City Council with input from the community and City staff to advance a vision of Mountain View's future. The two-year Council Work Plan establishes the top projects to help accomplish the vision and strategic priorities during Fiscal Years 2023-24 and 2024-25.

## Vision

A welcoming, vibrant city that plans intentionally and leads regionally to create livable, sustainable neighborhoods, access to nature and open spaces, and a strong innovation-driven local economy.

## Strategic Priorities

The critical focus areas to achieve the vision.





## Community for All

Support Mountain View’s socioeconomic and cultural diversity. Engage and protect vulnerable populations through policies that promote access to housing, transportation and other programs and services.



## Sustainability & Climate Resiliency

Through implementation of the Sustainability Action Plan and other actions, reduce and minimize the City’s greenhouse gas emissions and prepare for sea level rise. Protect and enhance local ecosystems and biodiversity through rewilding and other measures. Support residents and businesses to adopt sustainable practices and use resources wisely.



## Livability & Quality of Life

Enhance Mountain View as a great place to live that values community health and well-being. Preserve Mountain View’s unique character, restore and enhance wildlife habitats, and promote arts and culture. Provide and enhance parks, open space, and other key amenities.



## Mobility & Connectivity

Develop a mobility network that enhances connectivity across Mountain View and establishes green corridors. Promote transit and safe active transportation options that reduce single-occupancy vehicle trips and traffic and increase walking and biking



## Intentional Development & Housing Options

Support an increase in the quantity and diversity of housing options, including assistance for the unhoused. Provide opportunities for affordable housing as well as home ownership. Plan for neighborhoods with nearby transit, jobs and amenities that balance density with livable, green, mixed-use development.



## Economic Vitality

Support a walkable, beautiful, vibrant downtown and accessible village centers that draw residents and visitors. Create an environment where small, local, diverse businesses can thrive across the City alongside large employers. Continue to work in partnership with the business community so that Mountain View remains a center for innovation with meaningful jobs for workers.



## Organizational Strength & Good Governance

Continue to innovate, collaborate and continuously improve to deliver a high level of customer service. Recruit, develop and retain top notch staff. Maintain fiscal responsibility and effective intergovernmental partnerships. Communicate and engage regularly and transparently with our multilingual community.

## Community for All

- Update the Race, Equity, and Inclusion Action Plan
- Develop a homelessness response strategy
- Negotiate a Community Workforce Agreement
- Explore expanding access to broadband

## Livability & Quality of Life

- Conduct a holistic citywide review of parking regulations
- Develop a Parks and Recreation Strategic Plan
- Develop an ordinance to ban vaping sales citywide
- Review and update the historic preservation ordinance
- Explore strategies for enhancing childcare options
- Consider revitalization of Gateway Park

## Sustainability & Climate Resiliency

- Develop a Citywide Decarbonization Plan
- Develop a Biodiversity Strategy
- Update the Community Tree Master Plan to create an Urban Forest Plan
- Develop a Dark Skies ordinance
- Complete a Climate Change Vulnerability Assessment

## Organizational Strength & Good Governance

- Explore the feasibility of a potential 2024 revenue measure
- Complete a Cost Allocation Plan and Master Fee Study
- Implement an online permitting system
- Review and make periodic updates to the Municipal Code in a phased approach to remove contradictory, unenforceable, or otherwise outdated sections
- Explore placing a measure on the ballot to amend the City Charter

## Mobility & Connectivity

- Adopt the Local Road Safety/Vision Zero Action Plan
- Expand the Safe Routes to School program
- Adopt a citywide Transportation Demand Management Ordinance
- Develop a City Active Transportation Plan
- Work on the Stevens Creek Trail extension
- Design and construct the Castro Grade Separation
- Prepare a Citywide Travel Demand update
- Develop guidelines for micromobility, including a scooter share pilot
- Prepare a Citywide Travel Demand Update

## Intentional Development & Housing Options

- Review and update the Gatekeeper process
- Explore implementing a temporary downtown office cap on new development
- Review and update the Shoreline Community Area Plan
- Develop a Moffett Boulevard Precise Plan
- Develop comprehensive updates to the Downtown Precise Plan
- Implement Displacement Response Strategy actions
- Propose revisions to R3 zoning standards
- Develop a strategy to facilitate low- and middle-income home ownership
- Facilitate affordable housing development at the VTA Evelyn site

## Economic Vitality

- Implement strategies for a vibrant downtown, including the Castro Pedestrian Mall
- Develop a comprehensive citywide storefront activation program
- Implement the Economic Vitality Strategy



City of  
**Mountain View**

**Priority A**

Highest Priority

- |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
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| <ol style="list-style-type: none"> <li>1. Review and update the Gatekeeper process</li> <li>2. Conduct a holistic citywide review of street parking regulations</li> <li>3. Explore implementing a temporary downtown office cap on new development</li> <li>4. Explore placing a measure on the ballot to amend the City Charter</li> <li>5. Explore the feasibility of a potential 2024 revenue measure</li> <li>6. Update the Race, Equity, and Inclusion Action Plan</li> <li>7. Review and update the Shoreline Community Area Plan</li> <li>8. Implement Displacement Response Strategy actions</li> <li>9. Adopt the Local Road Safety/Vision Zero Action Plan</li> <li>10. Expand the Safe Routes to School program</li> </ol> | <ol style="list-style-type: none"> <li>11. Develop a Citywide Decarbonization Plan (transitioning from SAP-4)</li> <li>12. Implement strategies for a vibrant downtown, including the Castro Pedestrian Mall</li> <li>13. Complete a Cost Allocation Plan and Master Fee Study</li> <li>14. Develop a Homelessness Response Strategy</li> <li>15. Negotiate a Community Workforce Agreement</li> <li>16. Develop a Moffett Boulevard Precise Plan</li> <li>17. Adopt a Citywide Transportation Demand Management Ordinance</li> <li>18. Develop a City Active Transportation Plan</li> <li>19. Develop a Parks and Recreation Strategic Plan</li> <li>20. Implement an online permitting system</li> <li>21. Develop a Biodiversity Strategy</li> <li>22. Update the Community Tree Master Plan to create an Urban Forest Plan</li> </ol> |
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**Priority B**

High Priority

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| <ol style="list-style-type: none"> <li>23. Work on the Stevens Creek Trail extension</li> <li>24. Develop a Dark Skies ordinance</li> <li>25. Develop an ordinance to ban vaping sales citywide</li> <li>26. Develop a comprehensive citywide storefront activation program</li> <li>27. Develop comprehensive updates to the Downtown Precise Plan</li> <li>28. Complete a Climate Change Vulnerability Assessment</li> <li>29. Implement the Economic Vitality Strategy</li> <li>30. Explore expanding access to broadband</li> </ol> | <ol style="list-style-type: none"> <li>31. Propose revisions to R3 zoning standards</li> <li>32. Develop a strategy to facilitate low- and middle-income home ownership</li> <li>33. Facilitate affordable housing development at the VTA Evelyn Site</li> <li>34. Design and construct the Castro Grade Separation</li> <li>35. Review and update the historic preservation ordinance</li> <li>36. Prepare the Citywide Travel Demand update</li> <li>37. Conduct a Public Services Study</li> </ol> |
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**Priority C**

As time and resources allow

38. Explore strategies for enhancing childcare options
39. Consider revitalization of Gateway Park
40. Review and make periodic amendments to the Municipal Code in a phased approach to remove contradictory, unenforceable, or otherwise outdated sections
41. Develop guidelines for micromobility, including a scooter share pilot



## **SIGNIFICANT ACCOMPLISHMENTS FISCAL YEAR 2022–23**

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The following is a list of notable accomplishments in City programs, plans, and services over the most recent fiscal year (in random order). These items go beyond “normal” day-to-day services. A number are related to the City Council’s 2021-23 Strategic Priorities, which are Community for All, Intentional Development & Housing Options, Mobility & Connectivity, Sustainability & Climate Resiliency, Livability & Quality of Life, Economic Vitality and Organizational Strength & Good Governance.

1. Completed the Draft Housing Element and resubmitted it to the California Department of Housing CD for review.
2. Implemented *Elevate MV*, a Guaranteed Basic Income pilot program.
3. Upgraded Council Chambers to support hybrid meetings, allowing the public to participate both in person and remotely.
4. Conducted executive searches to appoint new Assistant City Manager, Assistant Community Development Director, Finance and Administrative Services Director and Police Chief.
5. Developed an ordinance to address wage theft.
6. Revised the City of Mountain View Office of Emergency Services Emergency Operations Plan.
7. Updated the Mobile Home Rent Stabilization Ordinance to remove the provision that exempted mobile home parks with an accord.
8. Added Zoom Room functionality to the Atrium and Plaza Conference Rooms to enable hybrid meetings for Council subcommittees and City advisory bodies and updated staff conference rooms with new audio-visual systems and Zoom Room capabilities to enable hybrid staff meetings.
9. Developed a paid parental leave program for employees to launch in FY 23-24.
10. Amended the Construction and Demolition ordinance to align with CalGreen requirements and to simplify the documentation process for project applicants.
11. Completed the Water and Sewer System Master Plans.
12. Implemented a cybersecurity monitoring system, including new hardware and software.
13. Developed an ordinance for responsible construction.

14. Provided Safe Routes to School training to all 11 schools in the Mountain View Whisman School District and added 5 new crossing guards to key locations.
15. Negotiated an agreement with the Mountain View Whisman School District to provide funding for its below-market-rate and workforce housing development at 777 West Middlefield Road, consistent with Council direction at the time of project approval.
16. Began implementation of process and technology improvements to align with the Matrix Consulting Group Development Review Assessment recommendations, including improving on-time response rates for review of planning applications, launching online permit intake and distribution software (ProjectDox), creating an Assistant Director position to oversee process improvements, and conducting stakeholder outreach.
17. Conducted November 8, 2022 General Municipal Election for three Council seats.
18. Enhanced the City's coaching program to support employee development for current and future leadership roles in the organization.
19. Expanded the City's training program, including delivery of a Leadership Development Program to a new cohort, updating the policy for employees participating in Leadership Mountain View, and partnering with the Police and Fire Departments to develop and deliver new safety training to employees.
20. Completed one of the first sea level rise capital improvement projects – Sailing Lake Access Road, with the Sailing Lake dam receiving certification from the State's Division of Safety of Dams.
21. Approved the Middlefield Park Master Plan.
22. Held a study session on options for additional firearm safety legislation.
23. Developed and implemented an ongoing training program for City advisory boards and staff liaisons on public meeting process and legal requirements.
24. Implemented 2022 labor contract negotiation terms, including processing compensation changes, finalizing contract language and executing final agreements.
25. Adopted an ordinance establishing the Castro Street Pedestrian Mall between West Evelyn Avenue and California Street.
26. Organized first Boards, Commissions and Committees service recognition and Council reorganization celebrations since the beginning of the COVID-19 pandemic.
27. Approved minor amendments to the Downtown Precise Plan Areas A, G, and H.

28. Completed construction on Mora Park and Pyramid Park.
29. Worked with non-profit partners to approve a parking license agreement for the use of lot 7 in support of a Cold Weather Shelter at 748 Mercy Street.
30. Completed the acquisition of new park land properties at 711 Calderon Avenue, 909 and 917 San Rafael Avenue, and 538 Thompson Avenue.
31. Began community outreach, background research, and development of an update to the City's Historic Preservation Ordinance.
32. Conducted the biannual employee engagement survey and developed programs to maximize engagement and renew workplace culture in recovery from pandemic operational impacts.
33. Completed required reporting for the American Rescue Plan Fiscal Recovery Funds Program and assisted in allocating the 2nd year of funding.
34. Issued building permits to redevelop the Crestview Hotel into permanent affordable housing and supported the beginning of construction.
35. Initiated the development of the Active Transportation Plan.
36. Relaunched the Bookmobile to bring Library services to schools and other areas of the community that may have barriers to accessing the Main Library.
37. Continued implementation of a utility bill relief program for residential and small business customers experiencing economic impacts due to the COVID-19 pandemic.
38. Implemented an ordinance amendment prohibiting smoking in multi-family residential properties.
39. Continued implementing collection of Racial Identity Profile Act (RIPA) data in compliance with State Assembly Bill 953 and working with the Public Safety Advisory Board on approaches to enhance public access to the data.
40. Updated City records retention schedules across all City departments.
41. Graduated a Community Emergency Response Team (CERT) Volunteer Academy with 20 new CERT members.
42. Launched and began community outreach for the development of an Economic Vitality Strategy.
43. Completed construction of the following capital projects: Interceptor Force Trunk Main; Well Abandonments (#10,17 and 20); traffic signal replacement at Shoreline Boulevard and Villa Street; and erosion control project at Shoreline Sailing Lake, which includes installation of a new dock and kayak launch area.

44. Initiated the purchase of the Santa Clara Valley Transportation Authority Evelyn site and began the process to select an affordable housing development partner.
45. Implemented a second network circuit for redundant internet connectivity for City operations.
46. Identified and implemented organizational improvements to support succession planning goals, including professional development and career paths, within the Fire and Environmental Protection Division.
47. Continued several initiatives of the City's Succession Plan, including providing executive coaching, updating workforce retirement projections, utilizing overhires for knowledge transfer, and conducting 20 budget request studies to support department operational needs and succession planning efforts.
48. Reviewed and updated City Council Policy K-2, Council Advisory Bodies and Council Code of Conduct to include additional conflict of interest protocols.
49. Continued to plan, coordinate, and close out COVID-19 recovery efforts to support community relief and resilience.
50. Established the Adult Learners Program to provide adult literacy assistance to help community members achieve life goals through reading.
51. Developed a Displacement Response Strategy.
52. Supported the launch of a county pilot mobile mental health crisis response TRUST program and collaborated with North County cities to enhance the program through earmark funding.
53. Approved the 1020 Terra Bella Avenue affordable housing development (Alta Housing) and 1265 Montecito Avenue affordable housing development (Charities Housing).
54. Replaced audio-visual equipment at the Adobe Building to provide an enhanced viewing and listening experience with improved ease of use.
55. Distributed nearly \$600,000 in ARPA-funded workforce development grants to community-based organizations providing job training and career development resources to Mountain View residents.
56. Refinanced the 2011 Shoreline Regional Park Community Revenue Bonds achieving budget savings.
57. Continued partnership with a Stanford University neuroscience researcher to study the effects of situational and physiological factors on critical decision-making to help inform police officers' critical incident training.
58. Provided essential services for unhoused and unstably housed residents.

59. Continued oversight and coordination of the implementation of the City's Race, Equity and Inclusion Action Plan.
60. Took new investigative steps in 5 and closed 1 unsolved cold case homicides.
61. Implemented a local program of human books to represent groups in society that are often subjected to prejudice, stigmatization or discrimination because of their lifestyle, diagnosis, belief, disability, social status, or ethnic origin.
62. Met the City's drought targets set by the wholesale water suppliers, achieving 21% conservation of Valley Water supplies and maintaining water use below the San Francisco Public Utilities Commission (SFPUC) water allocation budget for the first half of Fiscal Year 2022/23.
63. Celebrated the graduation of two students from the Library's Career Online High School program.
64. Joined the Santa Clara County Climate Collaborative Working Group and served as Co-Chair to the Sea Level Rise Working Group and Leadership Team.
65. Continued to maintain detailed supporting documentation for COVID-19-related expenditures, and submitted claims for reimbursement to the Federal Emergency Management Agency (FEMA).
66. Began construction on Fayette Park, Sylvan Park Trellis and Volleyball Court, and Magical Bridge All-Inclusive Playground.
67. Drafted City Council Policy K-27, Recognition of Individuals, Organizations, and/or Events.
68. Facilitated Councilmember vacancy appointment process.
69. Implemented a new end-user Computer-Aided Dispatch (CAD) platform for emergency response and incident command management and resource accountability.
70. Launched the Online Author Series bringing talks with best-selling authors and renowned thought leaders covering a wide range of topics to the Library through a virtual platform.
71. Appropriated funds for affordable housing developments at 1020 Terra Bella, 1012 Linda Vista, and 96 W. El Camino Real, comprising over 240 units of affordable housing.
72. Completed implementation of new closed-circuit TV system for the Police/Fire Administration Building and the Library.
73. Completed migration of City employee computer users from desktop PCs and virtual desktop infrastructure systems to laptop computers.
74. Improved facilities for employees, such as the Police Sleeping Quarters and City Hall lactation room.

75. Implemented updates to the City Conflict of Interest Code.
76. Developed a Memoranda of Understanding with school districts and a procedure manual related to the School Resource Officer program.
77. Redesigned the City's website to improve the community's access to information, refresh the look and feel of the site, and reflect the vision and priorities established through the Council strategic planning process.
78. Created a Threat Assessment team to help Police Department staff evaluate and address threats made via social media related to local people, places, and events.
79. Continued housing and eviction prevention outreach efforts to help Mountain View residents access information about rental assistance, tenant rights, below-market-rate housing, and affordable housing.
80. Worked with a UC Berkeley postdoctoral fellow to examine effective and academically sound methods to gauge community sentiment about public safety in Mountain View and the Mountain View Police Department.
81. Ensured compliance with ongoing updates to County and State regulations related to COVID-19 and engaged with labor groups on working condition impacts.
82. Finished reviewing and analyzing all existing lease agreements of the City and successfully implemented Governmental Accounting Standards Board Statement (GASB) No. 87, Leases, to provide enhanced financial information regarding the City's leases to the users of the City's financial statements.
83. Implemented a new and updated catalog system for improved user-friendly features designed to make it easier than ever to find and borrow materials from the Library.
84. Introduced Sensory Storytimes to support children with sensory processing and/or autism.
85. Planned, organized and implemented the first Career Exploration Day for local high school students to introduce employment paths in local government.
86. Joined the ICLEI Race to Resilience campaign to support the development of a climate change vulnerability assessment and adaptation plan.
87. Amended the City's reach codes to make improvements to new construction's support for solar installation and electric vehicle charging stations.
88. Implemented enhanced employee assistance program resources to support the well-being of employees and their families.

89. Successfully integrated the Low Income Household Water Program (LIHWAP) into the City's utility billing process, which allows customers to apply for one-time water and wastewater utility credits through a federally funded program.
90. Participated in the National Faith and Blue Event weekend, partnering with the community and local faith congregations to receive donations, assemble, and distribute over 200 hygiene kit supplies.
91. Completed a CalPERS contract amendment to update employee cost-share contributions for represented sworn PEPRAs members, including execution of sideletters with labor groups.
92. Updated City policies, to include policies for the City's COVID-19 Workplace Prevention and Safety, Catastrophic Leave, Telecommuting, Bereavement Leave and Employee Homebuyer Program.
93. Continued operation of the COVID-19 mobile vaccination program in coordination with the Santa Clara County Public Health Department, administering vaccinations and booster shots to elderly and homebound Mountain View residents.
94. Began construction of the following capital projects: Rengstorff Aquatics Center; Miramonte Water Main Replacement; Annual Water and Sewer Main Replacement; traffic signal replacement at Rengstorff Avenue and Latham Street; Shoreline Maintenance Storage Building; Colony Street pedestrian/bicycle connection to Permanente Creek Trail; Fire Station #4 Modifications; Recycling Center Building Improvements; Rengstorff Park Maintenance and Tennis Buildings Replacement; Computer History Museum phase of the Northbound Shoreline/101 Off-Ramp Realignment; Sidewalk and Curb Repairs; and Leong Drive and Fairchild Drive resurfacing.
95. Completed the City Buildings Workspace Study.
96. Installed additional touchless pedestrian push buttons at traffic signals.

#### **FUN FACTS (through April 30, 2023)**

1. Hired the largest class of City of Mountain View interns since the beginning of the pandemic for the Summer 2023 season.
2. Sent 40 communications regarding the City's position on legislation or legislative issues to the State Legislature, Congress, and other branches of government.
3. Hosted 644 attendees of the weekly ESL Conversation Club.
4. Received 4,819 applications for employment (excluding those received through external recruiters).
5. Inspected over 8,338,000 square feet of permitted facilities for hazardous materials safety and compliance.

6. Observed 5 pairs of burrowing owls with 15 chicks at the Shoreline for the 2022 breeding season.
7. Approved 340 net new housing units, of which 137 are affordable.
8. On-boarded 71 new hires and made 45 internal appointments.
9. Held approximately 70 virtual meetings per day, for a total of 6,121 Zoom meetings and 3,054 Teams meetings in a six-month period.
10. Hosted 73 stuffed animals for a sleepover at the Library in March 2023.
11. Held 25 Housing and Eviction Help center events at the library.
12. Generated 20,451 payroll checks and direct deposits.
13. Repaired 7,230 square feet of asphalt, sealed 3.5 miles of cracks, and swept close to 10,000 miles of streets.
14. Enrolled 1,016 Mountain View residents in the Recreation Division's Financial Assistance Program.
15. Lent 209,688 eBooks and other digital library materials.
16. Received an average of 210,000 visitors a month at MountainView.gov.
17. Processed 650 traffic engineering-related AskMV requests.
18. Reviewed 395 planning application submittals and project deliverables.
19. Sheltered one of the largest breeding colonies of black skimmers in the Bay Area with 101 adults and 41 chicks observed for the 2022 breeding season.
20. Responded to over 2,000 requests for police reports.
21. Distributed the Employee Brief through the third year of publication, increasing readership to 379 per edition.
22. Hosted 68 rental reservations at Rengstorff House welcoming nearly 6,200 guests, the highest number of rental events at the venue in its over 30-year history.
23. Resolved 100 disputes between community members through the Mountain View Mediation Program.
24. Completed 6,768 IT service tickets (approximately 26 per day).

25. Serviced 73 light poles throughout the City.
26. Produced 47 community events including Monster Bash, Tree Lighting Celebration, Concerts on the Plaza, Deer Hollow Farm Spring Tours, and Music on Castro.
27. Reviewed 188 Employee Wellness Forms for 2022, awarding an average payout of \$330.
28. Conducted 210 outreach and support activities through the Multicultural Engagement Program.
29. Read 97,494 water meters and resolved 2,764 water-related calls.
30. Welcomed 2,550 visitors to the Library on March 15, 2023 due to storm-related power outages, a significant increase over the typical daily average of 900 visitors.
31. Provided 37,910 meals through the Senior Nutrition Program.
32. Approved 24 affordable housing projects and contributed approximately \$47.5 million to develop projects at 1265 Montecito, 1012 Linda Vista, 1020 Terra Bella, and 96 W. El Camino Real, totaling 342 units.
33. On average, 20% of the children's library catalog is checked out and in use.
34. Repaired 4,218 sidewalk locations.
35. Delivered 220 trees to residents through the Arbor Day Tree Giveaway program.
36. Completed 3,194 Building and Fire Permit reviews.
37. Counted 204 egret nests at the Shoreline Park, making it the largest rookery in the South Bay Area.
38. Hosted 700 teens at Teen Job Fairs in April.
39. Maintained 42.56 terabytes of digital evidence.
40. Hosted 3,096 students at Deer Hollow Farm for school year field trips
41. Graduated 43 Community Emergency Response Team volunteers from CERT Academy.
42. Executed 431 contracts and agreements.
43. Offered 14 cultural programs through the Library with a total of 922 attendees.
44. Organized 35 author talks, serving 969 live attendees and 7,718 viewers of recorded events.
45. Dispatched over 11,680 Fire Department units in response to emergency calls, a 13% increase over the prior year.

46. Distributed 650 summer reading activity books.
47. Distributed 114,967 copies of seasonal Activity Guides.
48. Operated 1,716 water gate valves and maintained 77 fire hydrants.
49. Fulfilled 238 written translation requests through the Multicultural Engagement Program.
50. Processed 116,198 utility bills.
51. 23 members of MVPD staff participated in the Law Enforcement Torch run, collectively running 70 miles in support of the Special Olympics.
52. Connected 250 households with community-based support service, including rent assistance, legal aid and affordable housing.
53. Sold 73,401 tickets for 310 performances at the Center for the Performing Arts.
54. Responded to 158 Santa letters in December 2022.
55. Managed 24 commercial leases and 6 residential leases.
56. Hosted 22,896 lap swim program appointments.
57. Registered an average of 535 new digital library app users monthly.
58. Offered 37 in-house trainings (more than any previous fiscal year), serving 226 employees.
59. Processed 11,056 recreation class and camp enrollment transactions.
60. Cleaned 120 miles of sewer and inspected 18 miles of sewer mains using CCTV.
61. Recognized 28 employees through the DISCOVER Awards program, now in its fifth year.
62. Sent 368,448 Teams chat messages.
63. Welcomed 960 visitors to the Rengstorff House historic home tours program through April 2023.
64. Deployed 118 officer-worn cameras recording 55,836 videos.
65. Inspected 104 sewer laterals and repaired 19 sewer manholes/mains/laterals.
66. Calls for Rescue and Emergency Medical Services (EMS) made up 72% of all dispatched emergency incidents.
67. Issued 4,804 business licenses.

68. Received 151 media inquiries.

69. Filled 2,297 warehouse orders.

## **AWARDS/GRANTS**

1. Received \$200,000 grant to electrify the Senior Center commercial kitchen and \$70,000 grant to develop and implement an equity-centered strategy for community engagement to promote building electrification from Silicon Valley Clean Energy.
2. Received the Government Finance Officers Association's Award for Excellence in Financial Reporting and Distinguished Budget Presentation Award.
3. Received the National Procurement Institute's Award for Excellence in Procurement.
4. Received \$750,000 in federal funding to support the Crestview Hotel project led by Congresswoman Anna Eshoo's office.
5. Awarded One Bay Area Grant (OBAG) grants totaling \$8.3 million for the following Bicycle/Pedestrian Improvements projects: Middlefield Road Complete Streets; Moffett Blvd Complete Streets; and El Camino Real/El Monte Ave/Escuela Avenue Intersection Improvements.
6. Received grant funding from the California State Library to provide free books and other materials in support of the Library and summer reading at free lunch locations around the City.
7. Received Staff Development funds from the Pacific Library Partnership to host a virtual workshop on Discovering Hidden Stories in Data for Library staff from around the Bay Area.
8. Received \$38,700 grant from County of Santa Clara via the EMS Trust Fund for the purchase of LUCAS CPR systems to equip fire apparatus. LUCAS is a mechanical CPR system that enables the steady flow of oxygen and ensures that chest compressions continue without interruption, which allows first responders to focus on other life-saving tasks.
9. Received \$100,000 in California State Office of Traffic Safety Grant to address drunk driving and other traffic safety measures.
10. Received \$25,000 grant from El Camino Hospital to help support the MVPD Dreams & Futures summer enrichment program for underserved youth.
11. Received \$14,000 in from Bullet Proof Vest grant.
12. Received \$9,750 from Santa Clara County Public Health Department for tobacco enforcement operations with retailers in the City of Mountain View.
13. Received \$58,000 from Board of State and Community Corrections for a two-year Officer Wellness and Mental Health Program.

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## TOTAL FUND REVENUES

	AUDITED ACTUAL 2021-22	ADOPTED BUDGET 2022-23	ESTIMATED 2022-23	RECOM. BUDGET 2023-24
GENERAL OPERATING	\$ 163,375,755	163,835,960	178,168,228	180,845,980
GF - DEVELOPMENT SERVICES	16,840,432	14,672,100	13,395,199	15,201,100
GF - SHORELINE GOLF /RESTAURANT	3,838,951	4,405,000	4,118,656	4,929,300
GF RESERVES	72,368,838	48,150,447	70,595,718	39,474,781
GAS TAX	3,732,396	4,191,300	4,130,900	4,522,400
OTHER STREETS & TRANSPORTATION	807,893	3,173,000	757,537	2,825,900
CONSTRUCTION/CONVEYANCE TAX	11,400,932	6,016,000	4,835,800	6,131,000
PUBLIC BENEFIT IN LIEU	23,741,466	331,400	2,533,272	1,304,300
OTHER TRANSPORTATION DEV FEES	797,530	32,400	1,194,804	143,900
HOUSING	27,258,003	1,935,300	6,853,329	3,405,200
CSFRA/RENTAL HOUSING COMMITTEE	1,506,870	1,450,500	1,520,177	1,641,700
MOBILE HOME RENT STABILIZATION	401,658	639,413	354,910	336,640
SUCCESSOR HOUSING AGENCY	170,731	18,800	24,000	7,200
DOWNTOWN BENEFIT ASSMT DIST	1,772,086	1,736,100	2,148,218	2,225,500
GENERAL SPECIAL PURPOSE	5,839	57,900	35,002	65,900
SUPPLEMENTAL LAW ENFRMNT SRVCS	203,460	175,000	212,335	175,000
COMMUNITY DEV BLOCK GRANT	8,943,110	1,070,000	1,308,589	2,096,408
CABLE TELEVISION	179,719	180,000	171,800	170,000
SHORELINE REGIONAL PARK COMM	72,174,179	58,693,200	64,585,317	68,228,400
STORM DRAIN CONSTRUCTION	73,275	23,500	21,400	39,000
PARK LAND DEDICATION	23,834,132	1,394,000	18,692,760	3,259,700
WATER	43,619,529	39,421,900	43,139,967	39,820,400
WASTEWATER	31,567,054	29,282,600	35,238,263	31,726,200
SOLID WASTE MANAGEMENT	15,166,681	15,300,600	15,964,953	16,075,700
EQUIPMENT MAINT & REPLACMNT	6,729,704	7,168,720	6,981,586	7,638,900
WORKERS' COMPENSATION SELF-INS	2,385,729	2,358,100	2,518,436	2,422,900
UNEMPLOYMENT SELF-INS	57,010	61,400	65,000	36,600
LIABILITY INSURANCE	2,851,050	3,705,550	4,685,250	5,087,300
RETIREEES' HEALTH INSURANCE	5,250,824	5,647,290	5,508,606	5,909,250
EMPLOYEE BENEFITS SELF-INS	54,535	72,000	59,200	75,600
OTHER <sup>(1)</sup>	2,678	0	4,069	0
TOTAL	\$ <u>541,112,049</u>	<u>415,199,480</u>	<u>489,823,281</u>	<u>445,822,159</u>

(1) Revenues received mid-year but not budgeted, such as Police Asset Forfeitures and Grants.

## TOTAL FUND EXPENDITURES

	AUDITED ACTUAL 2021-22	ADOPTED BUDGET 2022-23	ESTIMATED 2022-23	RECOM. BUDGET 2023-24
GENERAL OPERATING	\$ 145,825,022	160,079,484	171,341,387	174,847,090
GF - DEVELOPMENT SERVICES	17,023,567	20,202,072	21,799,891	17,876,839
GF - SHORELINE GOLF /RESTAURANT	3,791,221	4,130,461	4,147,360	4,672,680
GF RESERVES	40,717,298	50,269,859	55,600,897	61,214,255
GAS TAX	2,937,700	3,504,200	3,504,200	4,341,800
OTHER STREETS & TRANSPORTATION	1,128,265	3,163,000	901,863	2,861,000
CONSTRUCTION/CONVEYANCE TAX	6,666,000	13,145,000	14,554,242	6,375,000
PUBLIC BENEFIT IN LIEU	7,800,000	7,230,000	7,230,000	19,626,000
OTHER TRANSPORTATION DEV FEES	0	0	0	0
HOUSING	2,778,512	18,494,400	22,456,412	53,065,674
CSFRA/RENTAL HOUSING COMMITTEE	1,490,947	2,079,601	1,761,808	2,061,836
MOBILE HOME RENT STABILIZATION	155,382	639,259	590,130	346,911
SUCCESSOR HOUSING AGENCY	250,000	0	1,000,000	0
DOWNTOWN BENEFIT ASSMT DIST	593,240	1,675,591	1,489,646	685,304
GENERAL SPECIAL PURPOSE	12,654	128,489	30,986	134,554
SUPPLEMENTAL LAW ENFRMNT SRVCS	203,460	175,000	212,335	175,000
COMMUNITY DEV BLOCK GRANT	8,515,082	1,746,795	965,882	3,205,386
CABLE TELEVISION	136,978	200,000	219,399	195,000
SHORELINE REGIONAL PARK COMM	48,303,273	48,884,580	53,357,071	60,032,483
STORM DRAIN CONSTRUCTION	32,000	33,000	33,000	234,000
PARK LAND DEDICATION	39,273,000	3,850,000	25,160,000	8,000,000
WATER	39,012,168	58,909,236	52,676,320	55,691,392
WASTEWATER	30,195,671	34,725,984	29,826,846	42,489,782
SOLID WASTE MANAGEMENT	13,422,900	18,453,855	15,737,382	22,605,793
EQUIPMENT MAINT & REPLACMNT	13,076,401	7,814,239	5,647,958	13,959,522
WORKERS' COMPENSATION SELF-INS	2,060,347	2,592,500	2,386,105	2,592,500
UNEMPLOYMENT SELF-INS	26,856	127,250	23,000	127,250
LIABILITY INSURANCE	4,934,729	3,705,550	5,321,180	5,087,300
RETIREEES' HEALTH INSURANCE	5,293,958	5,647,290	5,519,964	5,934,250
EMPLOYEE BENEFITS SELF-INS	41,739	114,500	37,334	114,500
OTHER <sup>(1)</sup>	26,037	0	58,158	0
TOTAL	\$ <u>435,724,407</u>	<u>471,721,195</u>	<u>503,590,756</u>	<u>568,553,101</u>

(1) Expenditures from mid-year appropriations in funds such as Police Asset Forfeitures and Grants.

**GENERAL OPERATING FUND REVENUES**

<u>FISCAL YEAR</u>	<u>OPERATING REVENUES</u>	<u>% CHANGE FROM PRIOR FISCAL YEAR</u>
2014-15	\$106,940,000 (1)	4.8%
2015-16	\$115,911,000	8.4%
2016-17	\$126,689,000	9.3%
2017-18	\$136,377,000	7.6%
2018-19	\$146,010,000	7.1%
2019-20	\$142,667,000	(2.3%)
2020-21	\$150,547,000 (2)	5.5%
2021-22	\$163,376,000	8.5%
2022-23 *	\$178,168,000	9.1%
2023-24 **	\$180,846,000	1.5%

\* Estimated

\*\* Recommended

(1) Effective July 1, 2014, all development related activities are consolidated into the Development Services Fund to more accurately align development related revenues and expenditures.

(2) Fiscal Year 2020-21 includes Excess ERAF revenue of \$6.8 million.

## GENERAL OPERATING FUND EXPENDITURES

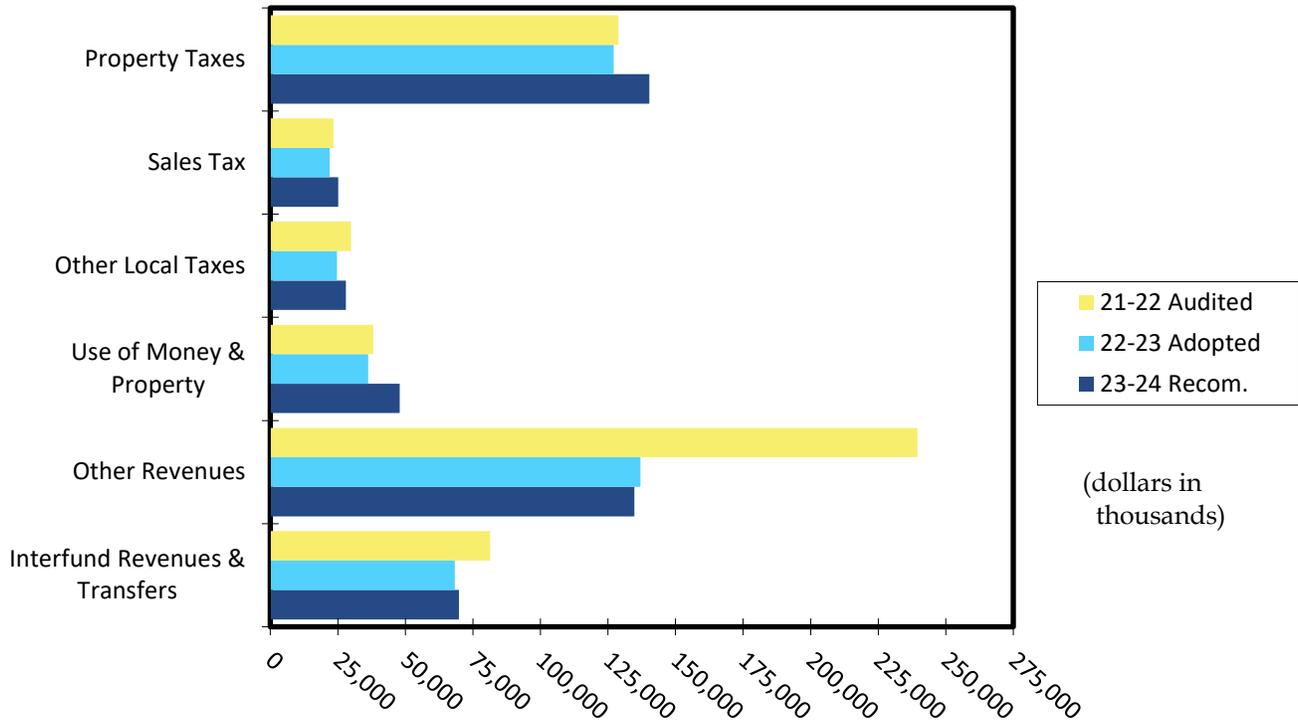
FISCAL YEAR	OPERATING EXPENDITURES	% CHANGE FROM PRIOR FISCAL YEAR
2014-15	\$97,677,000 (1)	2.9%
2015-16	\$102,590,000 (2)	5.0%
2016-17	\$110,936,000 (3)	8.1%
2017-18	\$121,682,000 (4)	9.7%
2018-19	\$137,279,000 (5)	12.8%
2019-20	\$136,911,000 (6)	(0.3%)
2020-21	\$136,811,000	(0.1%)
2021-22	\$145,825,000	6.6%
2022-23 *	\$171,341,000 (7)	17.5%
2023-24 **	\$174,847,000 (8)	2.0%

\* Estimated

\*\* Recommended

- (1) Effective July 1, 2014, all development related activities are consolidated into the Development Services Fund to more accurately align development related revenues and expenditures. Fiscal Year 2014-15 includes an additional contribution of \$1.0 million towards the OPEB liability.
- (2) Fiscal Year 2015-16 includes additional contributions of \$2.0 million towards the CalPERS liability and \$1.0 million towards the OPEB liability.
- (3) Fiscal Year 2016-17 includes additional contributions of \$2.0 million towards both the CalPERS and OPEB liabilities, and transfers of \$2.0 million to the Strategic Property Acquisition Reserve (SPAR) and \$500,000 to the General Non-Operating Fund (GNOF).
- (4) Fiscal Year 2017-18 includes additional contributions of \$4.0 million and \$2.0 million towards the CalPERS and OPEB liabilities, respectively, and a transfer of \$2.0 million to SPAR.
- (5) Fiscal Year 2018-19 includes additional contributions of \$4.0 million and \$1.0 million towards the CalPERS and OPEB liabilities, respectively, and transfers of \$6.5 million to the GNOF for the Sustainability CIP, \$2.0 million each to the Capital Improvement and Transportation Reserves, and \$1.0 million to the General Fund Reserve.
- (6) Fiscal Year 2019-20 includes an additional contribution of \$4.0 million towards the CalPERS liability, and transfers of \$1.0 million to the GNOF for the Sustainability CIP and \$2.0 million to the General Fund Reserve.
- (7) Fiscal Year 2022-23 includes an additional contribution of \$2.0 million towards the GNOF for payment to the CalPERS liability, and transfers of \$1.6 million to the General Fund Reserve, \$4.0 million to the Capital Improvement Reserve, \$3.0 million to SPAR, \$1.0 million to the Budget Contingency Reserve, and \$1.0 million to the Liability Fund.
- (8) Fiscal Year 2023-24 includes a transfer of \$3.0 million to the General Fund Reserve.

## TOTAL FUND REVENUES

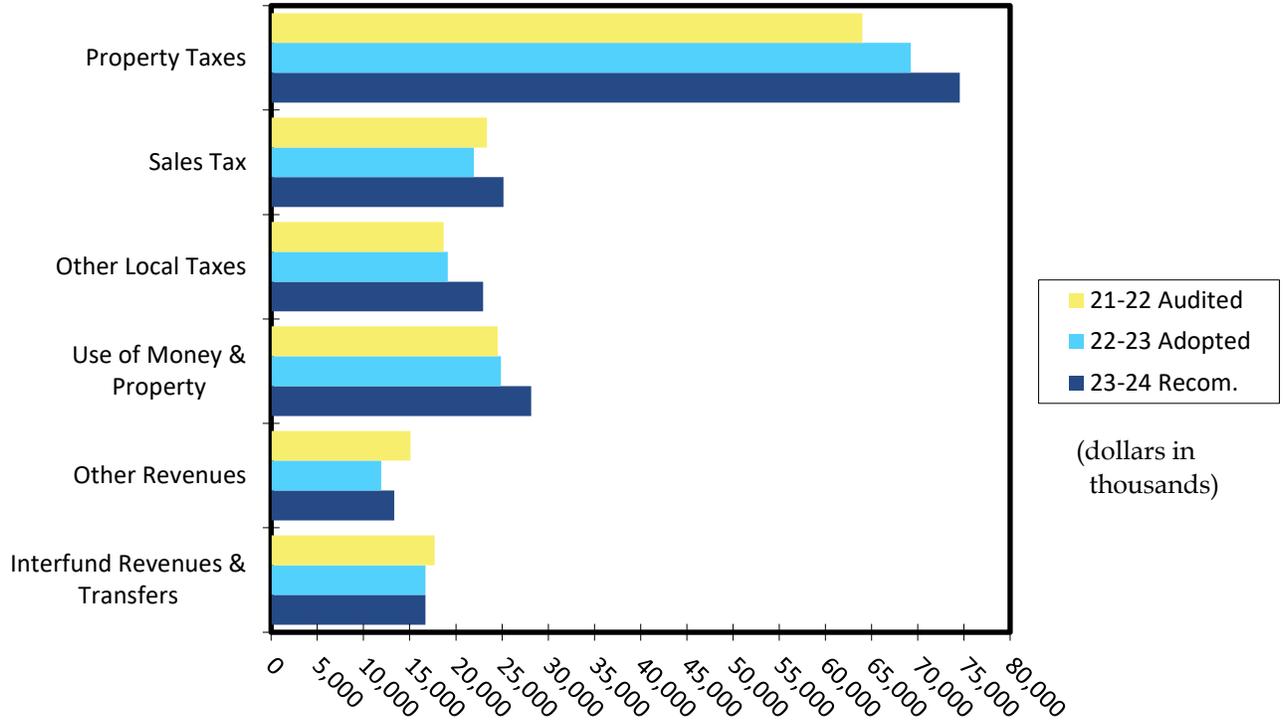


<u>Revenue Category</u>	<u>Audited Actual 2021-22</u>	<u>Adopted Budget 2022-23</u>	<u>Recom. Budget 2023-24</u>	<u>Percent Change *</u>
Property Taxes	\$ 128,860,689	127,103,900	140,257,900	10.3%
Sales Tax	23,376,289	21,960,000	25,137,000	14.5%
Other Local Taxes	29,819,633	24,628,000	27,937,000	13.4%
Use of Money & Property	38,173,129	36,221,141	47,848,747	32.1%
Other Revenues:				
Licenses, Permits & Franchise Fees/				
Fines & Forfeitures	12,942,724	15,203,250	15,663,450	3.0%
Intergovernmental	15,384,197	17,466,940	10,033,408	(42.6%)
Charges for Services <sup>(1)</sup>	185,764,990	96,978,213	100,715,140	3.9%
Miscellaneous Revenues	25,414,131	7,314,274	8,355,299	14.2%
Interfund Revenues & Transfers	<u>81,376,267</u>	<u>68,323,762</u>	<u>69,874,215</u>	2.3%
<b>TOTAL</b>	<b>\$ <u>541,112,049</u></b>	<b><u>415,199,480</u></b>	<b><u>445,822,159</u></b>	<b>7.4%</b>

\* Percent Change From Prior Year Adopted to Current Year Recommended Budget.

(1) Includes Developer Fees and Contributions.

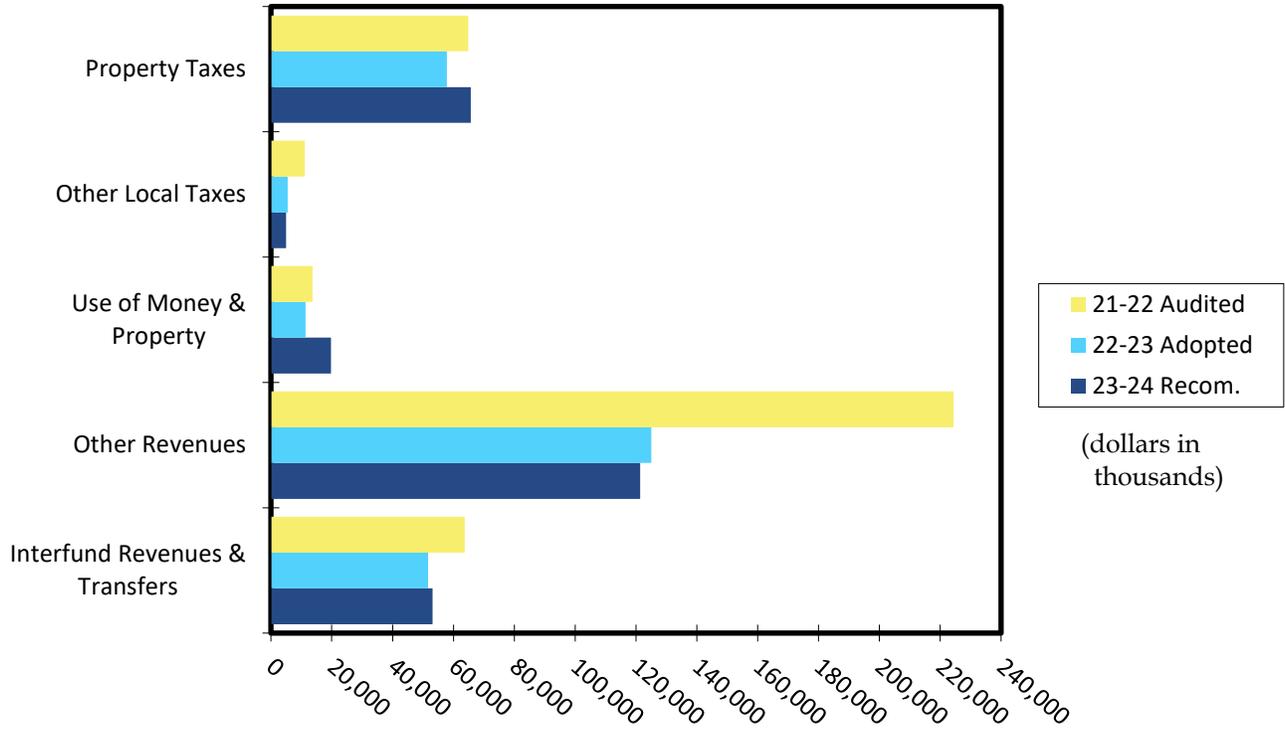
## GENERAL OPERATING FUND REVENUES



<u>Revenue Category</u>	<u>Audited Actual 2021-22</u>	<u>Adopted Budget 2022-23</u>	<u>Recom. Budget 2023-24</u>	<u>Percent Change *</u>
Property Taxes	\$ 63,996,035	69,232,000	74,558,000	7.7%
Sales Tax	23,376,289	21,960,000	25,137,000	14.5%
Other Local Taxes	18,663,267	19,124,000	22,933,000	19.9%
Use of Money & Property	24,529,933	24,892,650	28,154,750	13.1%
Other Revenues:				
Licenses, Permits & Franchise Fees/				
Fines & Forfeitures	5,935,691	6,472,150	6,738,350	4.1%
Intergovernmental	1,986,116	711,900	738,500	3.7%
Charges for Services	3,036,935	2,857,500	3,440,200	20.4%
Miscellaneous Revenue	4,133,001	1,892,000	2,429,600	28.4%
Interfund Revenues & Transfers	<u>17,718,488</u>	<u>16,693,760</u>	<u>16,716,580</u>	0.1%
<b>TOTAL</b>	<b>\$ <u>163,375,755</u></b>	<b><u>163,835,960</u></b>	<b><u>180,845,980</u></b>	<b>10.4%</b>

\* Percent Change From Prior Year Adopted to Current Year Recommended Budget.

## OTHER FUND REVENUES

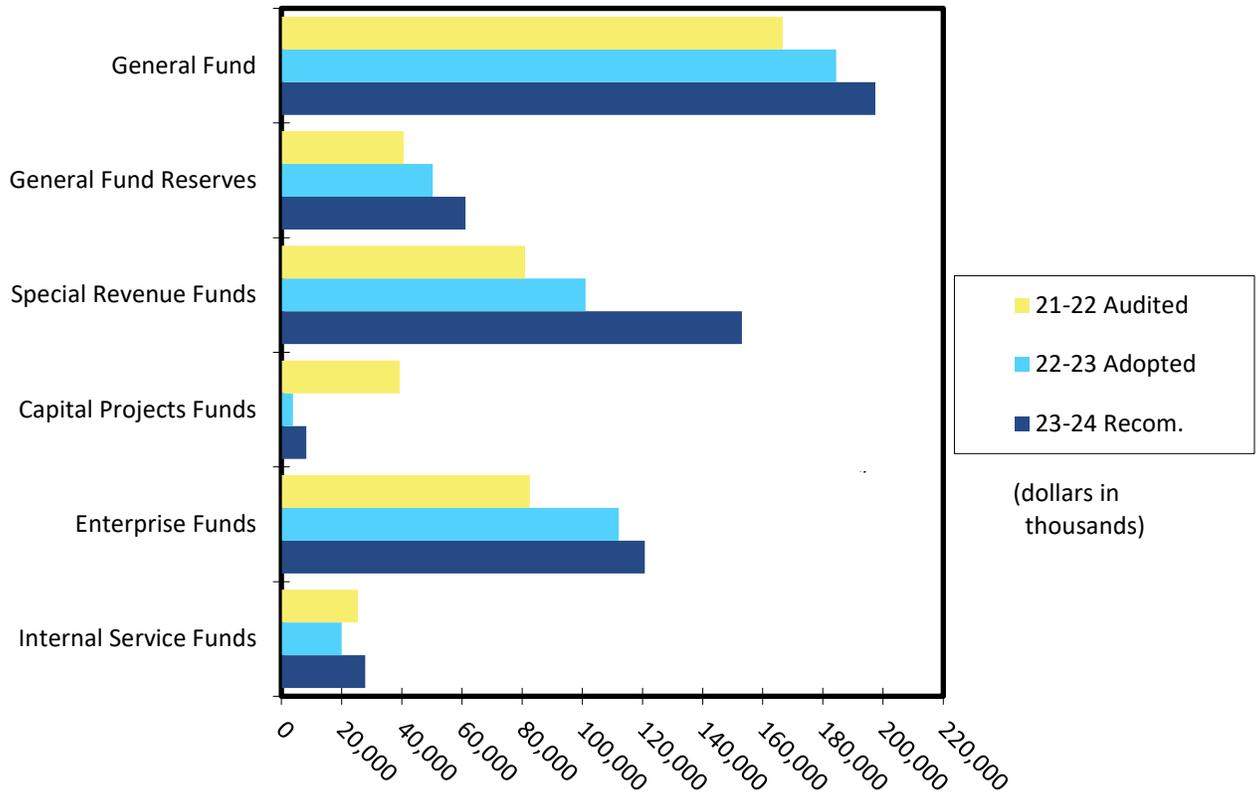


<u>Revenue Category</u>	<u>Audited Actual 2021-22</u>	<u>Adopted Budget 2022-23</u>	<u>Recom. Budget 2023-24</u>	<u>Percent Change *</u>
Property Taxes	\$ 64,864,654	57,871,900	65,699,900	13.5%
Other Local Taxes	11,156,366	5,504,000	5,004,000	(9.1%)
Use of Money & Property	13,643,196	11,328,491	19,693,997	73.8%
Other Revenues:				
Licenses, Permits & Franchise Fees/ Fines & Forfeitures	7,007,033	8,731,100	8,925,100	2.2%
Intergovernmental	13,398,081	16,755,040	9,294,908	(44.5%)
Charges for Services <sup>(1)</sup>	182,728,055	94,120,713	97,274,940	3.4%
Miscellaneous Revenues	21,281,130	5,422,274	5,925,699	9.3%
Interfund Revenues & Transfers	<u>63,657,779</u>	<u>51,630,002</u>	<u>53,157,635</u>	3.0%
<b>TOTAL</b>	<b>\$ <u>377,736,294</u></b>	<b><u>251,363,520</u></b>	<b><u>264,976,179</u></b>	<b>5.4%</b>

\* Percent Change From Prior Year Adopted to Current Year Recommended Budget.

(1) Includes Developer Fees and Contributions.

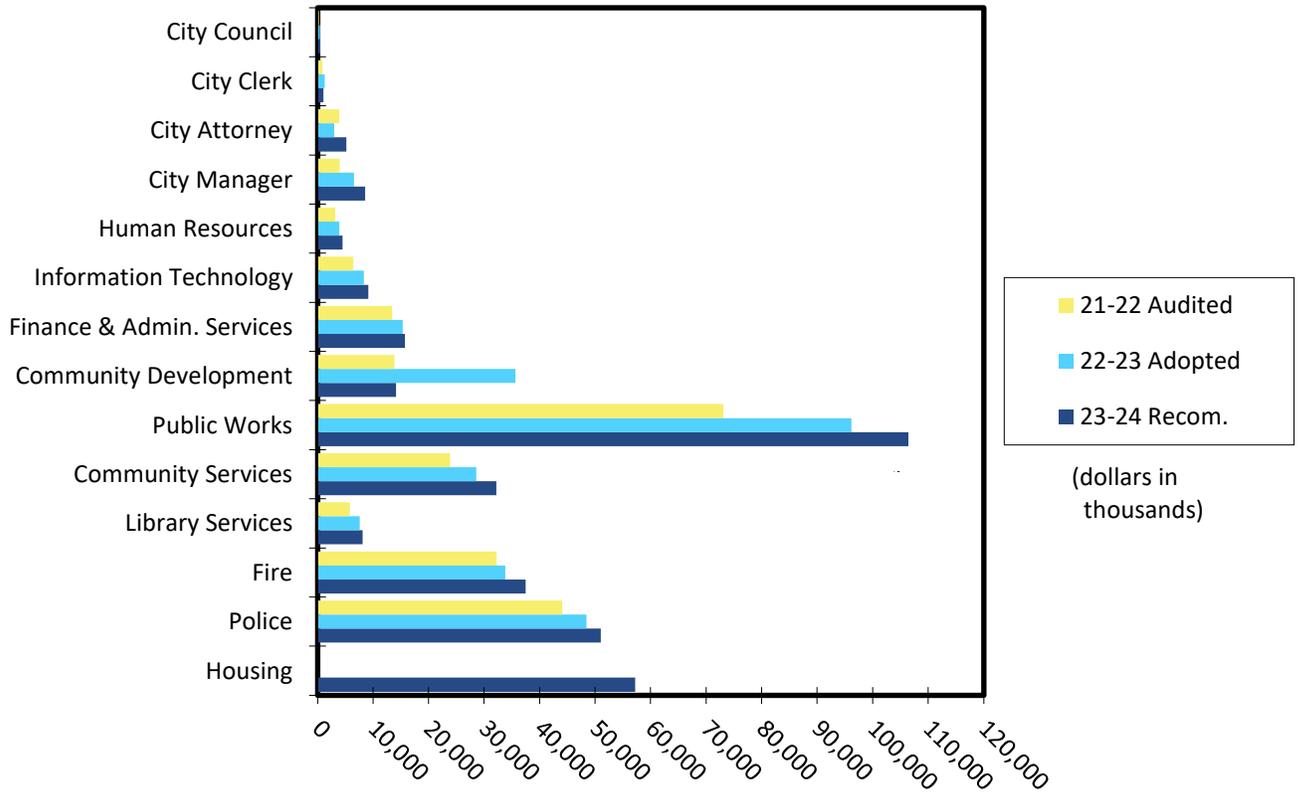
## TOTAL EXPENDITURES BY FUND TYPE



<u>Fund Type</u>	Audited Actual 2021-22	Adopted Budget 2022-23	Recom. Budget 2023-24	Percent Change *
General Fund	\$ 166,639,810	184,412,017	197,396,609	7.0%
General Fund Reserves	40,717,298	50,269,859	61,214,255	21.8%
Special Revenue Funds	80,971,493	101,065,915	153,105,948	51.5%
Capital Projects Funds	39,305,000	3,883,000	8,234,000	112.1%
Enterprise Funds	82,630,739	112,089,075	120,786,967	7.8%
Internal Service Funds	25,460,067	20,001,329	27,815,322	39.1%
<b>TOTAL</b>	<b>\$ 435,724,407</b>	<b>471,721,195</b>	<b>568,553,101</b>	<b>20.5%</b>

\* Percent Change From Prior Year Adopted to Current Year Recommended Budget.

## TOTAL DEPARTMENT EXPENDITURES

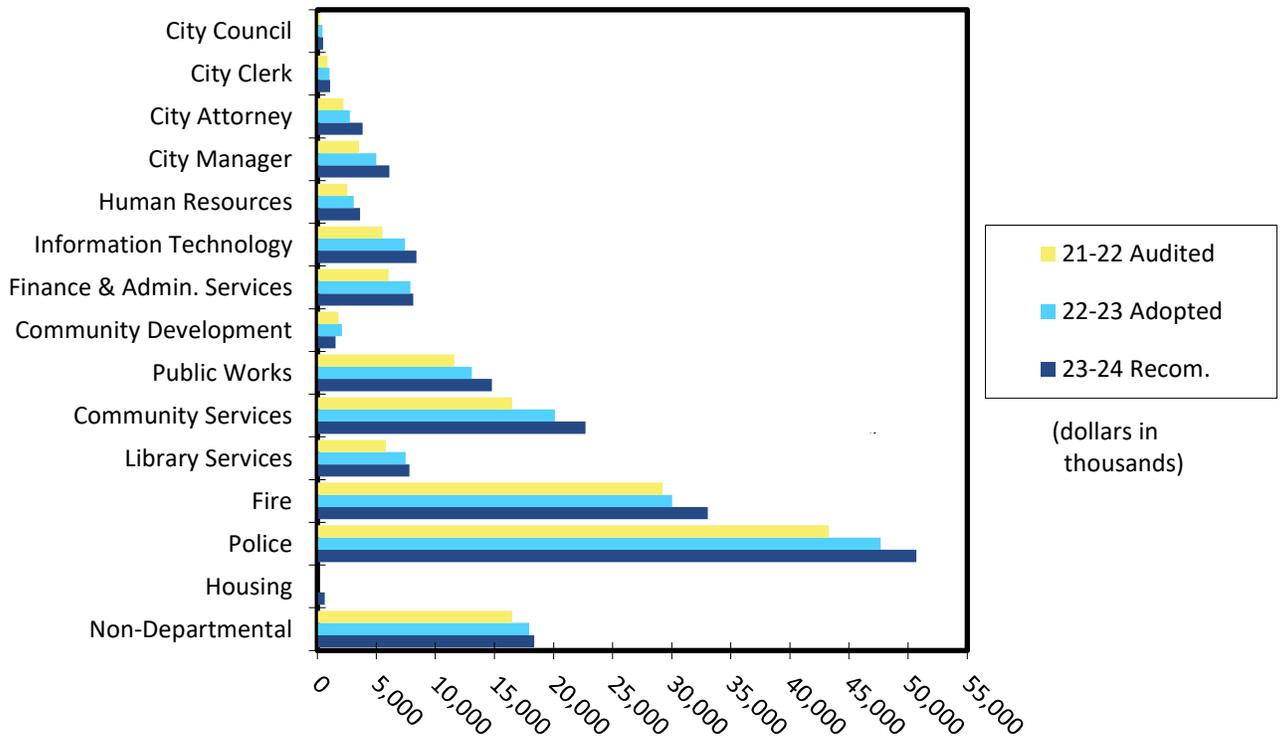


<u>Department</u>	<u>Audited Actual 2021-22</u>	<u>Adopted Budget 2022-23</u>	<u>Recom. Budget 2023-24</u>	<u>Percent Change *</u>
City Council	\$ 255,574	456,754	508,939	11.4%
City Clerk	895,650	1,322,983	1,098,618	(17.0%)
City Attorney	3,966,271	3,007,631	5,192,618	72.6%
City Manager	3,981,070	6,587,264	8,576,869	30.2%
Human Resources	3,171,932	3,961,407	4,526,224	14.3%
Information Technology	6,467,011	8,360,934	9,161,577	9.6%
Finance and Admin Svcs	13,473,435	15,341,516	15,744,055	2.6%
Community Development	13,842,263	35,661,834	14,126,212	(60.4%) **
Public Works	73,106,865	96,168,985	106,426,896	10.7%
Community Services	23,920,597	28,617,589	32,202,359	12.5%
Library	5,847,053	7,612,794	8,144,450	7.0%
Fire	32,281,048	33,819,159	37,471,730	10.8%
Police	44,102,275	48,474,026	51,053,746	5.3%
Housing	<u>0</u>	<u>0</u>	<u>57,203,085</u>	100.0%
<b>TOTAL</b>	<b>\$ <u>225,311,044</u></b>	<b><u>289,392,876</u></b>	<b><u>351,437,378</u></b>	<b>21.4%</b>

\* Percent Change From Prior Year Adopted to Current Year Recommended Budget.

\*\* For Fiscal Year 23-24, the Housing and Neighborhood Services Division will be separated from the Community Development Department to form the Housing Department.

## GENERAL OPERATING FUND EXPENDITURES



Department	Audited Actual 2021-22	Adopted Budget 2022-23	Recom. Budget 2023-24	Percent Change **	
City Council	\$ 254,207	445,354	508,939	14.3%	
City Clerk	895,650	1,033,983	1,095,618	6.0%	
City Attorney	2,234,707	2,770,731	3,842,618	38.7%	
City Manager	3,547,948	4,993,864	6,107,284	22.3%	
Human Resources	2,552,211	3,087,207	3,644,224	18.0%	
Information Technology	5,527,287	7,421,144	8,399,123	13.2%	
Finance and Admin Svcs	6,054,636	7,878,336	8,129,568	3.2%	
Community Development	1,810,580	2,097,037	1,564,769	(25.4%)	***
Public Works	11,595,506	13,085,389	14,783,859	13.0%	
Community Services	16,501,409	20,107,686	22,701,182	12.9%	
Library	5,827,053	7,496,794	7,795,350	4.0%	
Fire	29,214,051	30,044,576	33,064,131	10.1%	
Police	43,288,625	47,682,903	50,688,746	6.3%	
Housing	0	0	649,269	100.0%	
Non-Departmental	16,521,152 *	17,934,480 *	18,372,410 *	2.4%	
Projected Budget Savings	Included	(6,000,000)	(6,500,000)	8.3%	
<b>TOTAL</b>	<b>\$ 145,825,022</b>	<b>160,079,484</b>	<b>174,847,090</b>	<b>9.2%</b>	

\* Fiscal Years 22-23 and 23-24 include a transfer of \$1.6 million and \$3.0 million to the General Fund Reserve, respectively.

\*\* Percent Change From Prior Year Adopted to Current Year Recommended Budget.

\*\*\* For Fiscal Year 23-24, the Housing and Neighborhood Services Division will be separated from the Community Development Department to form the Housing Department.

**CITY &  
COMMUNITY  
INFO**

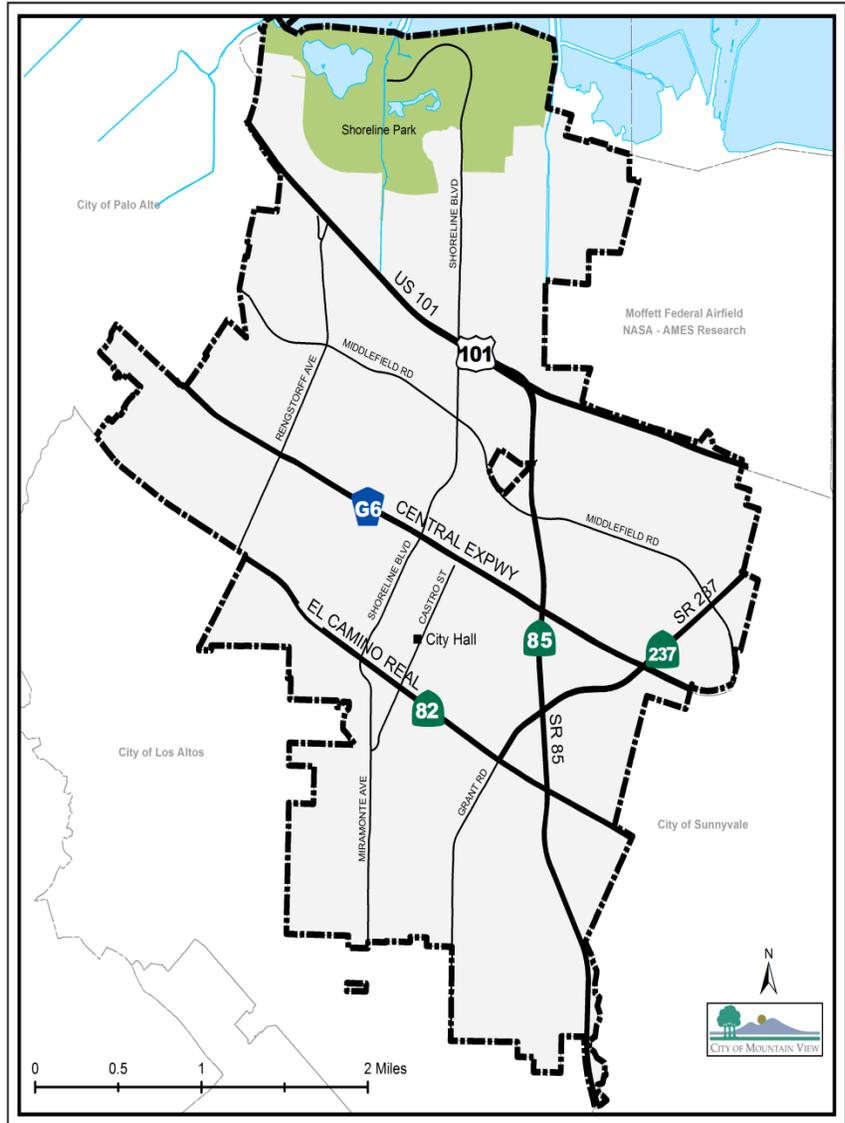
# City of Mountain View, California Community Profile

*The City of the Mountain View's mission is to provide quality services and facilities that meet the needs of a caring and diverse community in a financially responsible manner.*

State of California



City of Mountain View



## Location

Located in Silicon Valley, the City occupies 12.2 square miles in Santa Clara County and is approximately 36 miles southeast of the City of San Francisco and 15 miles northwest of the City of San Jose (the County seat).

City of Mountain View, California  
Community Profile  
(Continued)

**History**

Mountain View began as a stagecoach stop and an agricultural center for the lush Santa Clara Valley. The town was incorporated in 1902 with a population of fewer than 1,000 people. Once covered in orchards and vineyards, by 1960 with the growth of the electronic and aerospace industries, the City of Mountain View's (City) population had exploded to over 30,000. As of January 1, 2023, the population is 83,601.



Castro Street, 1904

**Today**

Mountain View is a modern, high-tech city that retains quiet neighborhoods and a historic downtown core. While Mountain View is keeping pace with new ideas and innovations, the City is also committed to the traditional values of strong neighborhoods and resident involvement. Mountain View is comprised of a variety of distinct, locally organized neighborhood and homeowners associations which help identify the community's needs and shape the City's future. In 2016, Mountain View



was honored as City of the Year by California veterans for its significant programs and activities in the City related to veterans. In 2018, Livability.com ranked Mountain View in "2018 Top 100 Best Places to Live" of small to mid-sized cities in the United States. In 2020 and 2021, Niche ranked Mountain View fifth and third, respectively, in "Best Suburbs to Live in California". In 2022, Niche ranked Mountain View second in "Best Suburbs to Live in San Francisco Bay Area".



Mountain View Veterans Memorial

In recent years, the City has developed some of the finest recreation and community facilities the San Francisco Bay Area has to offer. The City's extensive park system not only provides an outstanding array of neighborhood parks, but also includes an innovative regional park built on reclaimed landfill. Shoreline at Mountain View, adjacent to the San Francisco Bay, features an 18-hole golf course, professionally managed concert venue, a sailing lake and wild life preservation areas. The Civic Center,

City of Mountain View, California  
Community Profile  
(Continued)



Utility Box Public  
Art Project

built around downtown's Pioneer Park, has one of the finest theater facilities in Northern California as well as a 60,000 square foot state-of-the-art library. Stevens Creek Trail has been undergoing phases of extensions since 1991 and is currently a 5.14 mile section of paved all-weather pathway for pedestrians and cyclists. Dialogue continues to extend the trail to neighboring cities.

Downtown Mountain View is the “heartbeat” of the City. This vibrant and active center offers a tremendous array of restaurants, as well as shops, the Center for Performing Arts, sidewalk cafes, clubs, businesses and the civic center. Downtown Mountain View is known for its festivals, parades, cultural events, the weekly farmers’ market, summer concerts and a variety of unique celebrations throughout the year. Hundreds of thousands of people come to downtown Mountain View each year to enjoy the events, and the character of downtown keeps them coming back.



Downtown – Castro Street

### City Government

The City of Mountain View, incorporated on November 7, 1902, became a charter city on January 15, 1952. The City operates under a council-manager form of government. The City Council is the legislative body, sets policy and directs the course for the City. Seven City Council members are elected at large for four-year terms that are staggered so three or four seats are filled at the general municipal election in November of every even-numbered year. Service on the City Council is limited to two consecutive terms. Each year in January, the City Council elects one of its members as Mayor and another as Vice Mayor.



City of Mountain View, California  
Community Profile  
(Continued)

**City at a Glance**

The climate is mild, with average temperatures during the summer months in the mid-70’s and in the high 50’s during the winter.

**Population**

1960 Census	30,889
1970 Census	54,132
1980 Census	58,722
1990 Census	67,460
2000 Census	71,369
2010 Census	74,066
2020 Census	82,376
2021	83,128
2022	83,856
2023	83,601



At the time of incorporation in 1902, there were approximately 611 residents in the City. Fast forward 100 years to the celebration of the City’s Centennial, the population had grown to 71,610.

*Source: U.S. Census Bureau (1960-2020)  
California State Department of Finance (CA DOF) (all other years are provisional estimates as of January 1, revised annually)*

2020 Census Population Breakdown	
White	40.1%
Asian	34.9%
Hispanic or Latino	17.2%
Black or African American	1.4%
American Indian and Alaska Native	0.1%
Native Hawaiian and Other Pacific Islander	0.3%
Two or More Races	5.3%
Other Race	0.7%

2020 ACS Age Distribution	
<5	6.5%
5-19	15.4%
20-24	5.2%
25-34	22.6%
35-44	16.8%
45-54	12.1%
55-64	10.2%
65+	11.2%

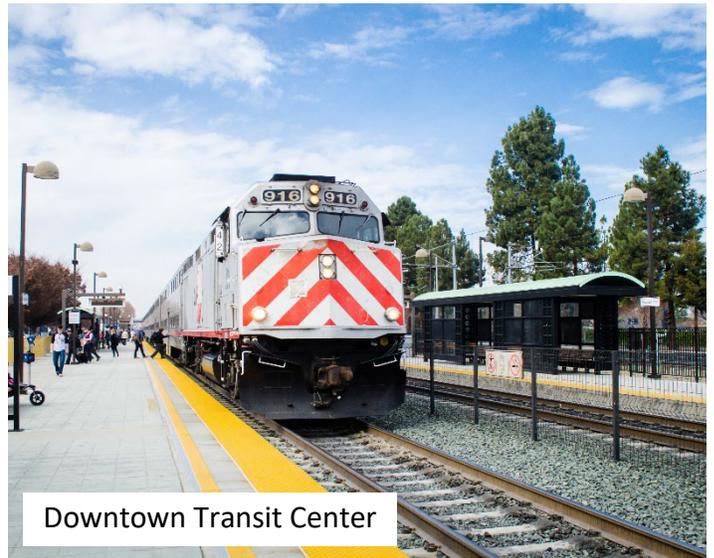
*Source: U.S. Census Bureau, 2020 Census State Redistricting Data*

*Source: U.S. Census Bureau, 2016-2020 American Community Survey (ACS) 5-Year Estimates*

City of Mountain View, California  
Community Profile  
(Continued)

**Parks, Recreation, and Performing Arts**

- 18-hole golf course
- Boathouse & Sailing Lake
- Center for the Performing Arts
- 22,000 Seat Amphitheatre
- Community Center
- Senior Center
- Teen Center
- 44 Parks
- 5 Trails
- 2 Pools
- 3 Community Gardens
- 2 Sports Centers
- 2 Athletic Fields Complexes
- Deer Hollow Farm
- Library



**Transportation**

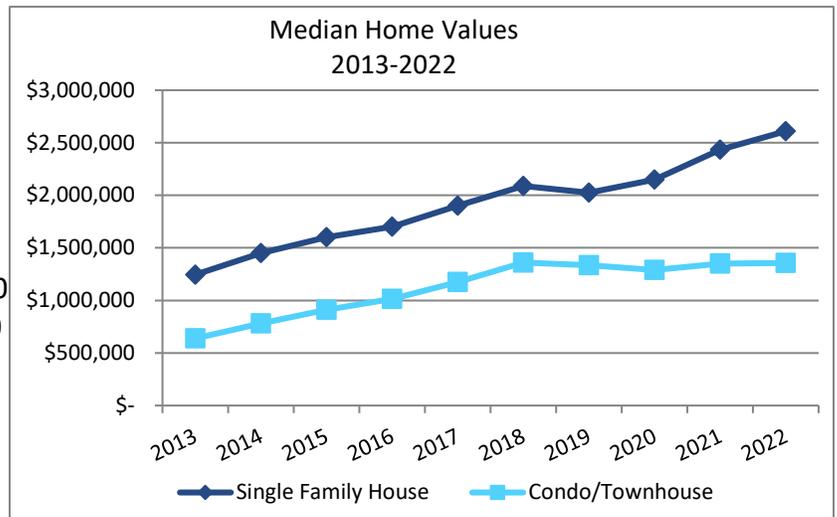
- Highway 101 and Interstate 280
- State Routes 82, 85, and 237
- Central and Foothill Expressways
- Downtown Transit Center
  - Caltrain
  - Valley Transportation Authority
- Shared Use Paths (Class I): 18.3 miles
- Bike Lanes (Class II): 30.6 miles
- Bike Routes (Class III): 14.1 miles
- Protected Bikeways (Class IV): 1 mile
- Mountain View Community Shuttle
- MVgo Shuttle Services



City of Mountain View, California  
Community Profile  
(Continued)

**Housing**

- 39,194 housing units\*, including 1,804 affordable housing units existing
- Median Home Values (end of 2022)\*\*
  - Single-family home: \$2,610,000
  - Condo/townhouse: \$1,355,500
- 37.7% owner-occupied\*\*\*
- 62.3% renter-occupied\*\*\*
- 8.2% Vacancy Rate\*



100% affordable housing: 950 West El Camino Real

The City’s goal is to facilitate a Community for All and implement intentional housing opportunities to increase the diversity, affordability, and supply of housing to serve an economically diverse community. Through its housing impact fees, Below Market Rate housing program, and leveraging external funding, the City facilitates the development of affordable rental and ownership housing for families, seniors, unhoused community members,

and special needs. There are 1,804 affordable housing units in the City. Currently, there are nine affordable housing projects in various stages of development, as well as three upcoming land dedication sites, for a total of 12 pipeline projects estimated to add 1,310 units to the City’s affordable housing inventory.

**Education**

The City is located within reach of some of the best universities in the country: Stanford University, Santa Clara University, San Jose State University, Carnegie Mellon University Silicon Valley, and Universities of California at Berkeley and Santa Cruz. Mountain View also has several elementary and secondary schools that maintain high standards and keep pace with the increasing demands for the requirements of higher education in the working world. The City is served by the Mountain View Whisman School District, Los Altos School District and Mountain View-Los Altos Union High School District.

- 9 Public Elementary Schools, 2 Public Middle Schools, 3 Public High Schools
- Education Statistics:
  - 94.5% age 25 and over are a high school graduate or higher\*\*\*
  - 74.4% age 25 and over have a bachelor’s degree or higher\*\*\*
  - 45.4% age 25 and over have a graduate or professional degree\*\*\*

Sources: \* CA DOF, 1/1/2023 City/County Population and Housing Estimates

\*\* HdL Report from Santa Clara County 2022/23 – 2022/23 Secured Tax Roll and County Recorder

\*\*\* U.S. Census Bureau, 2021 ACS 1-year Estimates

City of Mountain View, California  
Community Profile  
(Continued)

**Sustainability**

The City is committed to promoting sustainability to protect the natural environment, address climate change, meet water conservation and zero waste goals, ensure that members of our diverse community are integrated into our policy-making and planning processes through equity-centered programs, and create a resilient city that can adapt to the impacts of climate change (such as wildfires, extreme heat, increased flooding, and sea level rise) in order to safeguard the health and well-being of residents and businesses.

The following are a few of the City's sustainability achievements.

- Committed to becoming a Carbon Neutral city by 2045, and reducing emissions 80% below 2005 levels by 2050.
- Reduced carbon emissions from City operations 51% and community-wide 32% since 2005.
- Re-adopted building “Reach Codes” requiring new development to be all-electric and include electric vehicle charging infrastructure and solar energy.
- Launched Electrify Mountain View, an online site for renters and homeowners that offers personalized recommendations on how to electrify all aspects of your life.
- Adopted a Zero Waste goal and developed zero waste action plans for municipal operations and the community.
- Developed an Electric Vehicle Action Plan and initiated installations of 67 publicly-accessible EV chargers at City facilities including 2 level 3 fast charger ports. Expected completion in 2023.
- A founding member of Silicon Valley Clean Energy, which provides carbon-free electricity to >97% of Mountain View.
- Installed “purple pipe” throughout the North Bayshore area to supply recycled water for landscape irrigation.
- Updated investment policy to divest City investments from fossil fuel companies.
- Joined the ICLEI (Local Governments for Sustainability) Race to Resilience to build resilience and adapt to the impacts of climate change.
- Built on regional collaboration on sustainability and resiliency through participation in the Santa Clara County Climate Collaborative.
- Initiated several decarbonization initiatives including electrification of the Senior Center.



**Land Use Distribution**

	<u>Estimated Total Acres</u>	<u>Percentage of Total</u>
Residential	2,827	44.1%
Commercial	388	6.0%
Office/Industrial	1,174	18.3%
Other	1,995	31.1%
Vacant	<u>30</u>	<u>0.5%</u>
Total	6,414	100.0%

City of Mountain View, California  
Community Profile  
(Continued)

**Income**

Based on the U.S. Census Bureau, 2021 American Community Survey (ACS) 1-Year Estimates, the median household income in Mountain View is \$157,000 (in 2021 inflation-adjusted dollars). This is higher than the median household income of \$142,000 in Santa Clara County and \$70,000 in the United States.



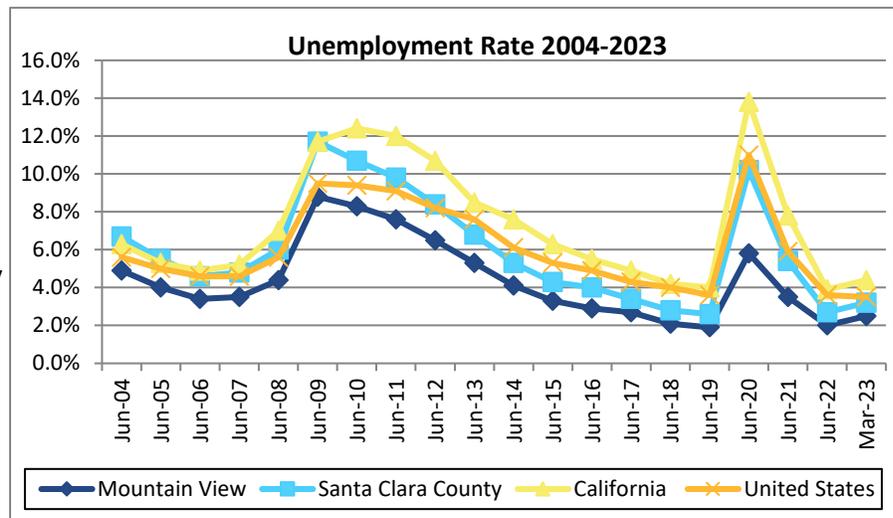
The Census Bureau establishes an income threshold for poverty every year. Below is a summary of the City's poverty level compared to Santa Clara County and the United States.

2021 ACS 1-Year Estimated Poverty Status - Percentage Below Poverty Level		
Entity	Total Population	Under 18 Years
City of Mountain View	7.3%	10.9%
Santa Clara County	6.8%	7.3%
United States	12.8%	16.9%

**Employment**

Unemployment rates as of March 2023 (preliminary) from the Bureau of Labor Statistics:

- 2.5% in Mountain View
- 3.2% in Santa Clara County
- 4.4% in California
- 3.5% in U.S.



**Health Care**



The 2021 ACS estimates 1.7% of Mountain View residents are uninsured. About one third of Mountain View residents can access a major medical facility within 30 minutes using public transit. El Camino Hospital is the primary hospital in Mountain View and one of the prominent hospitals in the Bay Area. Community health centers such as MayView Community Health Center (which offers services to low-income families and immigrants regardless of status), Kaiser Permanente, and Palo Alto Medical Foundation are also available. Carbon Health is an urgent care clinic and an alternative to an emergency room.

City of Mountain View, California  
Community Profile  
(Continued)

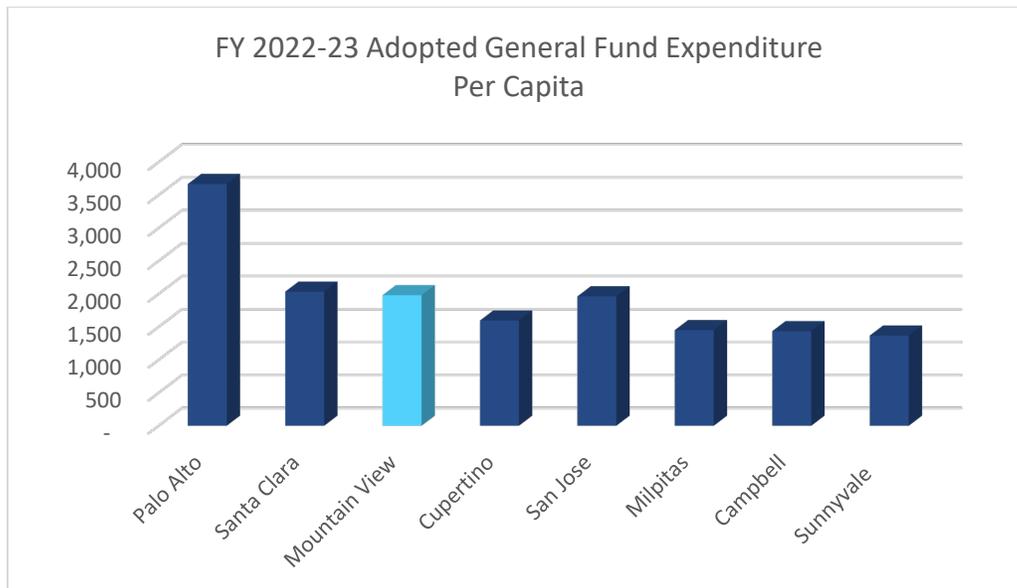
**Fiscal Year 2022-23 Financial Status Comparisons – Selected Santa Clara County Cities**

City	Population <sup>(1)</sup>	Adopted General Fund Revenues	Adopted General Fund Appropriations	Adopted Total Budget Expenditures	General Fund Expenditures Per Capita
Campbell	42,833	\$ 61,453,515	\$ 61,453,515	\$ 160,256,949	\$1,435
Cupertino	59,610	94,661,388	95,167,779	130,587,325	1,597
Milpitas	80,839	117,476,970	117,280,000	207,780,203	1,451
<b>Mountain View</b>	<b>83,864</b>	<b>163,835,960</b>	<b>166,079,484<sup>(2)</sup></b>	<b>471,721,195</b>	<b>1,980</b>
Palo Alto	67,473	237,751,484	247,421,193	965,945,000	3,667
San Jose	976,482	1,718,228,942	1,916,689,476	5,991,378,213	1,963
Santa Clara	130,127	242,076,684	264,636,922	1,237,215,368	2,034
Sunnyvale	156,234	196,766,797	213,763,857	569,969,902	1,368

*Source: Revenues, Appropriations and Budget obtained from respective cities' budget documents*

<sup>(1)</sup> Estimates as of 1/1/22, obtained from the CA DOF.

<sup>(2)</sup> Does not include projected budget savings.



City of Mountain View, California  
Community Profile  
(Continued)

**Major Employers\***

(In alphabetical order)

<u>Employer</u>	<u>Type of Business</u>
City of Mountain View	Government
Confluent	Software
El Camino Hospital	Health Care
Google LLC	R&D, Software Development
Intuit Inc.	Software Development
LinkedIn Corporation	Business Information
Microsoft Corporation	Research and Development
Mountain View Whisman School District	Education
Nokia of America Corporation	Communications Equipment
Nuro Inc	R&D, Software Development
Palo Alto Medical Foundation	Health Care
Pure Storage Inc.	Information Technology
Samsung Information Systems America	R&D, Software Development
Synopsys, Inc.	Software Development
Waymo LLC	R&D, Software Development

*Sources: City of Mountain View Business License Data  
Silicon Valley Business Journal  
Company Representatives*

*\* Based on number of employees (over 500 employees)*

City of Mountain View, California  
Community Profile  
(Continued)

Top 25 Sales Tax Producers  
As of December 31, 2022  
(In alphabetical order)

Allison BMW  
Best Buy  
Bon Appetit  
Compass Group USA  
Costco  
Financial Services Vehicle Trust  
In N Out Burger  
Kiwi Co  
Lunar Energy Inc  
Marshalls  
Mountain View Shell  
Nuro Inc  
Omnicell  
Project Fi by Google  
Pure Storage  
Ross  
Safeway  
Siemens Medical Solutions  
Synopsis  
Target  
Total Wine & More  
Valley Oil  
Walmart  
Waymo  
Wing Aviation

*Source: HdL Companies*

FISCAL YEAR 2022-23

Top Ten Property Taxpayers  
(dollars in thousands)

<u>OWNER</u>	<u>AGENCY</u>	<u>PRIMARY USE</u>	<u>NET ASSESSED VALUATION</u>	<u>PERCENTAGE OF TOTAL NET ASSESSED VALUATION</u>
Google Inc.	City/SRPC	Industrial/ Unsecured	\$ 6,969,098	17.0%
Baccarat Shoreline LLC	SRPC	Commercial	462,570	1.1%
Nor Cal Plymouth Realty LLC	SRPC	Commercial	225,568	0.5%
Sobrato Interests	City/SRPC	Commercial/ Unsecured	351,323	0.9%
Microsoft Corporation	SRPC	Industrial/ Unsecured	164,653	0.4%
P A Charleston Road LLC	SRPC	Commercial	120,087	0.3%
Richard T. Peery Trustee	SRPC	Commercial	117,359	0.3%
Intuit Inc.	City/SRPC	Industrial/ Unsecured	306,277	0.7%
Orion V Sac Village Office Property LLC	City	Commercial	509,648	1.2%
LinkedIn Corporation	City	Industrial/ Unsecured	513,650	1.3%
Total			\$ <u>9,740,233</u>	23.7%

Fiscal Year 2022-23 Total Net Assessed Valuation \$41,049,467

Source: Santa Clara County Assessor Fiscal Year 2022-23 Combined Tax Rolls (as of July 1, 2022).

Ranking based on Tax Revenue.

City: City of Mountain View (General Operating Fund)

SRPC: Shoreline Regional Park Community

**GENERAL  
OPERATING FUND  
FIVE-YEAR FINANCIAL  
FORECAST**

## **GENERAL OPERATING FUND FIVE-YEAR FINANCIAL FORECAST**

### **INTRODUCTION**

Forecasting is a best practice and an important part of a city's financial planning process as it provides an outlook on the City's future financial condition by identifying long-term financial needs and potential budget imbalances. The General Operating Fund Five-Year Forecast (Forecast) is designed to enhance the City's ability to identify key drivers and trends in revenues and expenditures and paint a helpful picture of the future economy of the City. While it is challenging to accurately predict local government revenues due to the variable nature of the revenue sources and their connection to regional, State, national, and even international economic conditions, it is generally possible to identify reasonable financial trends and provide a conceptual financial picture for a multi-year period, which is useful to the City Council's decision-making. However, with the degree of uncertainty surrounding the current economic climate, forecasting financial trends are difficult to project. The Forecast includes staff's best estimates for the projected fiscal outlook for the GOF (including the Fiscal Year 2023-24 Recommended Budget).

The Forecast is prepared annually and a longer-range 10-year Financial Forecast is prepared periodically and presented to the City Council during the budget process. This report is a Five-Year Financial Forecast (Forecast) for the time period of Fiscal Years 2023-24 through 2027-28. The last 10-year Financial Forecast was completed for Fiscal Years 2019-2028.

Generally, a financial forecast, even with fluctuating economic variables, can assist with identification of long-term financial trends, causes of fiscal imbalances, future fiscal challenges, opportunities, and potential requirements, all of which may assist in keeping the City on a continuing path of fiscal sustainability. The Forecast is for the General Operating Fund (GOF), which provides funding for the majority of City services, including Police, Fire, Parks, Recreation, Library, and administrative functions necessary for ongoing City operations. The GOF is also the fund that is most significantly influenced by economic conditions.

Despite increased economic uncertainties related to tech sector layoffs and a banking crisis that saw three of the four largest bank failures in U.S. history in early 2023, national and state economies continue to experience decreased inflation with steady but slowing job growth in a tight labor market. U.S. Gross Domestic Product (GDP) grew by 1.1% in the first quarter of 2023, aided by strong consumption as consumers remain resilient.

Even though many of the tech sector layoffs seem to be located outside the State, a number of tech companies have locations in and around the City. With a few of these companies having announced layoffs within the City, the negative financial impacts on the local economy are not expected to be substantial. However, additional layoffs in the sector could spill over into other industries, creating additional fear and instability.

With additional risk in the banking sector as a result of the collapses of Silicon Valley Bank, Signature Bank, and First Republic Bank, the financial forecast could deteriorate if banks further reduce their lending to build reserves.

Until such time as the volatility settles down and greater stability returns, the ability to more accurately forecast future revenues and expenditures will continue to be challenging. The Forecast does not currently include a recession scenario, consistent with the State’s most recent forecast.

**BACKGROUND**

The Forecast is based on reasonable assumptions utilizing available information from a wide variety of sources. These sources generally include reviewing the City’s historical trends, gathering information from economists that specialize in the regional economics of Silicon Valley, reviewing various indicators (e.g., unemployment data, etc.), networking with staff of neighboring agencies, reviewing State of California (State) and national economic trends, and factoring in known Mountain View conditions, such as lease terms and economic and property development. The level of City services, staffing, and cost of operations projected for Fiscal Year 2023-24 is the base year for subsequent fiscal years’ expenditures in the Forecast. Confidence levels in the Forecast assumptions become less certain with each subsequent fiscal year, and it is anticipated that actual future revenues and expenditures will vary from the Forecast. The Forecast is not intended to precisely predict GOF revenues and expenditures but, rather, a reasonable indication of what the financial picture might look like.

Historically, recessions have generally occurred between three and nine years, post-World War II, with the longest period of expansion being the most recent lasting more than 10-1/2 years, from June 2009 to February 2020. A table of previous recessions is as follows:

<b>Name</b>	<b>Period Range</b>	<b>Duration (months)</b>	<b>Time Since Previous Recession (years)</b>
1949 Recession	Nov. 1948 to Oct. 1949	11	3.1
1953 Recession	Jul. 1953 to May 1954	10	3.8
1958 Recession	Aug. 1957 to Apr. 1958	8	3.3
1960-1961 Recession	Apr. 1960 to Feb. 1961	10	2.0
1969-1970 Recession	Dec. 1969 to Nov. 1970	11	8.8
1973-1975 Recession	Nov. 1973 to Mar. 1975	16	3.0
1980 Recession	Jan. 1980 to Jul. 1980	6	4.8
1981-1982 Recession	Jul. 1981 to Nov. 1982	16	1.0
Early 1990s Recession	Jul. 1990 to Mar. 1991	8	7.7
Early 2000s Recession	Mar. 2001 to Nov. 2001	8	10.0
Great Recession	Dec. 2007 to Jun. 2009	18	6.1
COVID-19 Recession	Feb. 2020 to April 2020	2	10.7

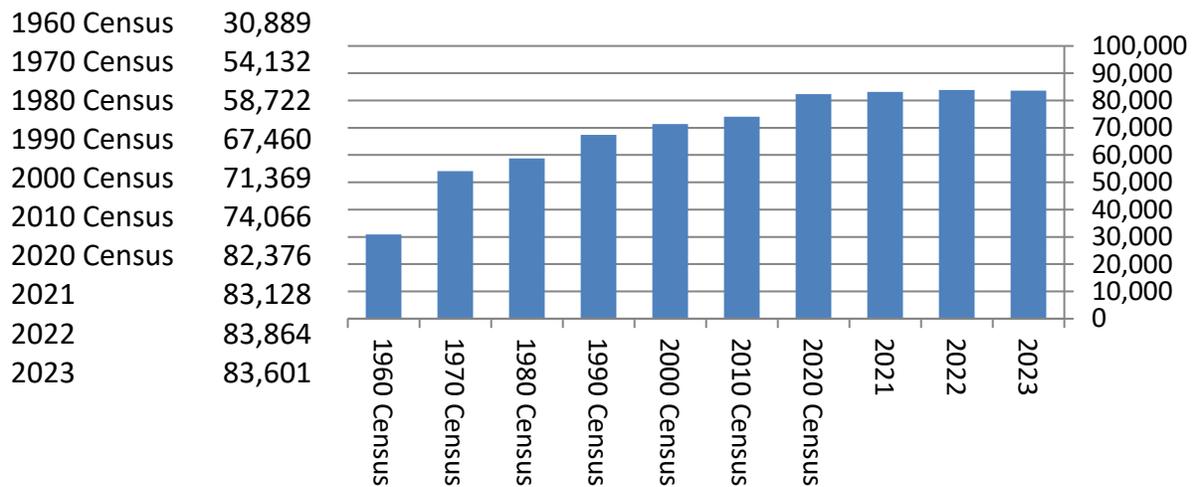
Although it is uncertain when the next economic slowdown will occur, the recent wave of corporate layoffs is a sign that a recession in the near future is becoming more possible. The Forecast does not include an economic slowdown in the projected revenue but does include a decrease in business license tax revenue, based on the projected lower number of employees at local businesses. The Forecast projects a \$6.0 million operating balance in the initial forecast year, \$3.6 million the second year, followed by operating balances ranging from \$300,000 to \$1.8 million in the remaining forecast years. These projections will change as more information becomes available.

**Influencing Factors**

There are factors which influence each individual revenue source, some of which have broad ranges affecting multiple revenues, and some are specific to an individual revenue source. The Forecast includes a discussion of these factors below.

**Population**

The following chart shows historical population annually for the past two years and each U.S. Census year back to 1960. From the 2010 Census to the 2020 Census, the City of Mountain View population grew by 8,310 (11.2%). According to the California State Department of Finance (CA DOF), the City’s population estimate, as of January 1, 2023, is 83,601, a 1.5% growth since the last Census.

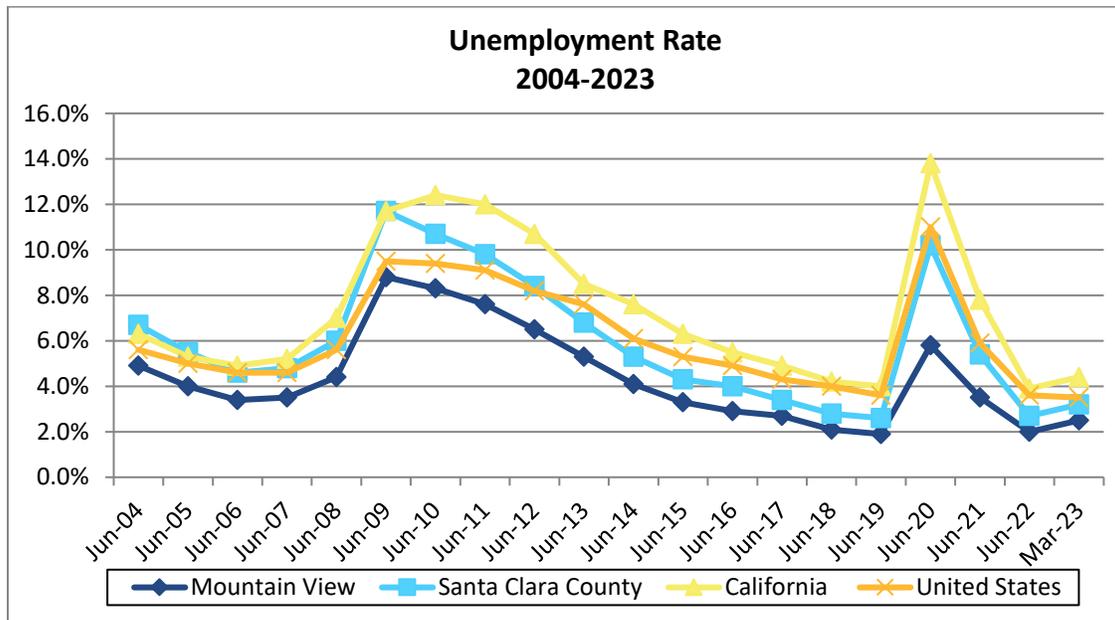


Sources: U.S. Census Bureau (1960 through 2020).

California State Department of Finance (all other years are provisional estimates as of January 1, revised annually).

## Unemployment

As detailed in the chart below, Mountain View's unemployment level has been below the County of Santa Clara (County), State, and national levels, except during the recession of the early 2000s, which hit Silicon Valley the hardest. The Bureau of Labor Statistics (BLS) has reported the preliminary unemployment rate as of March 2023 in the City at 2.5%, well below the County (3.2%), the State (4.4%), and the United States (3.5%).



## ECONOMIC UPDATE

In developing the Forecast, the following economic conditions were taken into consideration.

### National

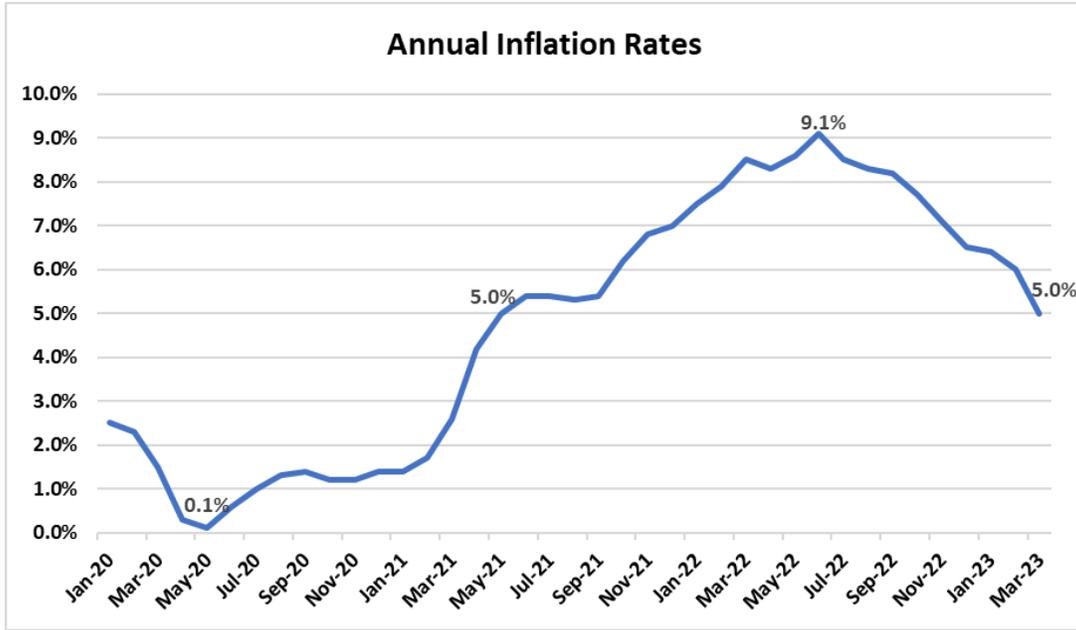
The national economy is exhibiting signs of slowing, and the recent banking crisis has shaken trust in our financial institutions. The failure of First Republic Bank follows that of Silicon Valley Bank and Signature Bank. First Republic Bank's failure is the second largest in U.S. banking history, behind the 2008 demise of Washington Mutual. Even in light of these recent failures, banking pundits still maintain that the U.S. banking system is extraordinarily sound. However, **if the U.S. economy goes into a recession and high interest rates persist, the U.S. banking system could see future failures.** This could negatively affect access to capital and also reduce consumer confidence in the economy.

Institution	Failure Date	Assets
First Republic Bank	May 1, 2023	\$212 billion
Signature Bank	March 12, 2023	\$110 billion
Silicon Valley Bank	March 10, 2023	\$209 billion
Washington Mutual Bank	September 25, 2008	\$307 billion

Inflation has been the primary focus of the Federal Reserve, who controls the three tools of monetary policy—open market conditions, the discount rate, and reserve requirements. **The U.S. economy has not seen inflation rates this high since the early 1980s, over 40 years ago.** The high level of inflation can be attributed to a “perfect storm” of substantial initial government spending at the beginning of the pandemic, including stimulus checks, coupled with low interest rates, fueling increases in demand. At the same time, many companies reduced output in anticipation of slowing demand, creating a low supply of available goods. Domestic and international factories halted production altogether due to COVID-19 infections, further leading to a lack of supply. As soon as restrictions were lifted, demand for goods and services increased rapidly, resulting in strong demand but a lack of supply—creating inflation. Inflation only got worse after companies were faced with a labor shortage, adding upward pressure to labor costs as businesses compete for workers and increase wages to close the labor gap. As a result of increased labor costs and consumers supported by government programs, businesses increased prices, only adding to inflationary pressures.

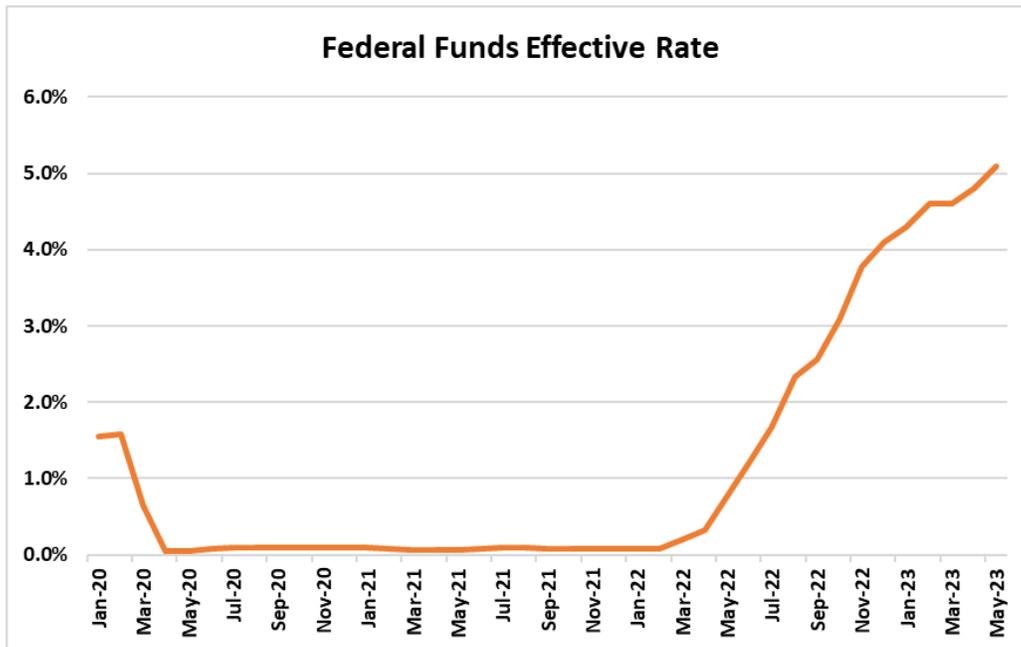
Recent national job growth has been more modest than the first half of 2022, but still remains strong. Over the last five months, national job growth has averaged just over 300,000 jobs per month. The general consensus is that job growth is constrained by the available supply of workers. The tight labor market could continue to put upward pressure on wages which, in turn, could drive a longer-term pattern of inflation.

On top of the supply and demand imbalance and the increase in labor costs, the Ukraine-Russia conflict made the inflation outbreak even worse. Around the outset of the conflict, oil prices soared more than 80% from the year prior, according to the U.S. Energy Information Administration. Russia and Ukraine’s dominance as a global food supplier caused other commodity prices to soar, including wheat and corn. As oil prices surged, so did other consumer products, especially the goods that are directly impacted by oil prices, which are everything from aspirin to computers. As shown in the chart below, annual inflation hit a peak of 9.1% in June 2022 and has declined to 5.0% in March 2023. This marks the ninth straight month that inflation has declined, and the rate is currently at its lowest level since May 2021.



Source: U.S. Labor Department

In response to the high inflation rates experienced in the national economy, the Federal Open Market Committee (FOMC) has raised the Federal funds rate 10 times in a row since March 2022 in an effort to slow down inflation. The FOMC has raised interest rates by 5.0% since March 2022. These increases have helped curb inflation, but more increases may be on the horizon to reduce inflation to the FOMC desired rate of 2.0%. The Federal funds rate for the prior three-plus years is shown below.



Source: Board of Governors of the Federal Reserve System (U.S.)

## State of California

In January 2023, Governor Gavin Newsom released his Fiscal Year 2023-24 Proposed Budget, which projected a \$22.5 billion shortfall. On May 12, Governor Newsom held a news conference to announce the release of the Administration's revised Fiscal Year 2023-24 Proposed Budget, known as the "May Revision." The deficit is now projected to be \$31.5 billion, an increase of \$9.0 billion since the original Proposed Budget was released in January 2023. The increase in the deficit is due to declines in tax revenues, population loss, high inflation, recent mass layoffs, and the lasting impacts of the COVID-19 pandemic.

Because the State Constitution requires the budget to be balanced, the Governor has proposed a combination of solutions to address the budget shortfall, including delays or reductions in previously planned spending and cost shifts, but not the use of the State's substantial reserves, which currently total \$37.2 billion.

The current economy in California is facing several factors that could significantly impact budget forecasts. Four risks could change the State of California's fiscal trajectory in the near term and were identified in Governor Newsom's May Revision:

1. **The Economic Fallout from a Debt Limit Impasse**—An unprecedented federal default threatens to cause a global economic turmoil and negative stock market reactions. Given the link between financial markets and the State's revenues, this is a near-term risk.
2. **Higher Interest Rates**—Ten (10) rate hikes since March 2022 have left the Federal funds rate at a range of 5.00% to 5.25%. Additional rate increases, or even sustained inflation above 3.0% to 4.0%, without further rate increase, could further slow the economy.
3. **Uncertainty in Financial Institutions**—Three major regional banks have failed in the first four months of 2023. With uncertainty remaining in the banking industry, another failure could lower confidence levels.
4. **Delayed Tax Receipts from Filing Deadlines**—The Internal Revenue Service's decision, and the State's subsequent conformity, to delay 2023 tax filing deadlines to October affects more than 99.0% of California tax filers. As a result, the Governor's May Revision forecasts roughly \$42.0 billion in scheduled tax receipts to be delayed until October 2023. This is the first time income taxes have been delayed until the fall, creating a new level of uncertainty in the revenue forecast and increasing the risk that receipts will not track with state budget projections.

Due to these uncertainties, Governor Newsom's May Revision does not reflect a withdrawal from the State's Budget Stabilization Account (reserve), which contains approximately \$22.3 billion. Should downward economic and fiscal conditions persist, and/or any of the risks identified above are realized, the reserve will help protect the State from drastic reductions to core programs.

However, even with the shortfall, the administration expects job and wage growth to continue in 2023, albeit at a slower pace than 2022, with no recession currently being projected. The State's unemployment rate is expected to rise slightly to 4.6% in 2023 and 5.1% in 2024, up from 4.2% in 2022. Average wages are expected to increase by 3.0% in 2023 and 2024, up from 0.1% in 2022. However, after accounting for inflation, average wages are expected to decline by 1.3% in 2023 and 0.1% in 2024, following a 7.3% decline in 2022. The State's budget forecast projects that inflation will begin to decrease in 2023, from 7.4% in 2022 to 4.3% in 2023 and down to 3.1% in 2024.

According to the Legislative Analyst's Office (LAO) of the State of California, the Governor's emphasis on spending solutions, rather than the use of reserves to address the budget problem, is prudent. Given the downside risk to revenues posed by the current heightened risk of recession, the LAO recommends that this approach be maintained.

**The LAO believes there is a higher probability for revenues to come in lower than the administration's projections for Fiscal Years 2022-23 and 2023-24.** In response to the larger-than-expected budget gap, the LAO recommends the Legislature should identify more spending reductions, including reductions to one-time and temporary spending.

As the administration plans for deficits ranging from \$14.0 billion to \$17.0 billion in each fiscal year from Fiscal Year 2024-25 through Fiscal Year 2026-27, City Finance staff will be monitoring the State's financial condition and potential impacts on local revenues.

### **Local**

**The local economy continues to experience a rebound from the COVID-19 pandemic, primarily due to higher-than-expected revenues, specifically transient occupancy taxes, sales tax, and use of money and property (investment and rental income).** The City is currently experiencing a large increase in transient occupancy tax (TOT) revenue from hotel stays. TOT revenue is expected to increase from \$4.4 million in Fiscal Year 2021-22 to \$9.6 million in Fiscal Year 2022-23, an increase of 116.7%. The addition of two new hotels and overall increases in occupancy rates and daily room rates have led to the large increase in TOT revenue. It is anticipated that business travel will not experience any additional growth in the coming year; therefore, TOT revenue is projected to remain flat for Fiscal Year 2023-24.

As inflation has caused an increase in consumer prices, the City's sales tax revenue has benefited. An increase in demand, coupled with an increase in prices, has resulted in an increase in higher-than-expected new automobile sales and an increase in taxable sales at fuel/service stations, restaurants, and hotels.

An increase in interest rates has helped the City achieve higher-than-expected investment income on the City's investment portfolio during Fiscal Year 2022-23. As interest rates are expected to stay elevated for the foreseeable future, investment income should continue to exceed budget.

According to the U.S. Bureau of Labor Statistics (BLS), the average annual spending on housing (rent and mortgage) in the San Francisco area is 41.9%, significantly higher than the national average of 34.3%. Of the 22 major metropolitan areas cited in the BLS data, this average annual spending percentage is the highest, ranking No. 1, with Honolulu and Miami ranked No. 2 and No. 3 respectively. According to Zillow, the average home value in Mountain View as of March 31, 2023 is \$1.8 million, down 8.3% from a year ago. The average monthly rent for a one-bedroom apartment in Mountain View is currently \$2,738, according to statistics tracked by the City.

The above statistics demonstrate the high cost of living in the Bay Area and, more specifically, Mountain View. While the City benefits financially from revenues gained through property taxes and real property conveyance taxes, the high cost of living also translates into a more expensive labor market, higher costs for goods and services purchased by the City, and a rising demand for investment in community service programs, such as those designed to prevent displacement and support the unhoused members of our community.

Home sales in the local housing market have cooled beginning June 2022 and have continued through March 2023, after experiencing record high sales in 2021. There were 84 single family home sales in 2023 Q1 compared to 160 at the same time period last year. Sales have been negatively impacted by higher mortgage interest rates driven by the Federal Reserve Board increasing the Federal funds borrowing rate, which has been increased 10 consecutive times, to a range of 5.0% to 5.25%. This is the highest the benchmark rate has been since 2007. If home sale trends continue, the City's projected property tax growth of 6.0% may be at risk and may require a downgrade of future property tax revenues. **As this is the City's largest revenue source in the General Fund (approximately 40.0%), key City services and programs could potentially experience status quo or decreased funding in future years, if property tax growth declines.**

The local commercial real estate market has also cooled as the industry struggles with slow return to work, high interest rates, and high construction costs, leading to fewer commercial property sales. Fewer commercial property sales result in less real property conveyance tax revenues to the City.

## **ANALYSIS**

### **Revenue and Expenditure Overview**

In order to maintain a high base level of services in the City, continued revenue growth is necessary. If the existing revenue base cannot generate sufficient revenues to fund the cost of operations, the economic base must be enhanced or operating costs reduced. Fiscal Year 2023-24 revenues are projected to increase \$17.0 million (10.4%) compared to Fiscal Year 2022-23 adopted revenues and \$2.7 million (1.5%) compared to Fiscal Year 2022-23 estimated revenues.

The City is in a stronger financial position with annual surpluses projected for the forecast years, the result of increased revenues generated by continued economic growth. Locally, this includes new rental and ownership housing developments as well as major commercial developments.

Employee labor agreements were extended to June 30, 2024. The Forecast includes cost-of-living adjustments (COLAs) and other pay and benefit changes included in the new labor agreements. Modest COLAs are included in the remaining Forecast years in addition to step and merit increases. Projected budget savings of \$6.5 million are expected in Fiscal Year 2023-24 due to a significant number of expected vacant positions, followed by \$5.6 million to \$5.8 million of budget savings in the remaining forecast years.

Fiscal Year 2023-24 recommended expenditures are \$13.4 million (8.4%) after the projected budget savings, higher compared to the Fiscal Year 2022-23 adopted expenditures. The increases in expenditures are primarily related to personnel costs as approximately 80.0% of the budget is for the cost of employees to provide services. New ongoing expenditures of \$6.2 million are included to address organizational needs. The operating balance is projected to be \$6.0 million (after the projected budget savings of \$6.5 million), which represents approximately 3.3% of GOF-projected revenues. Not included in this operating balance of \$6.0 million is potential claw-back of an estimated \$7.0 million of prior year excess Education Revenue Augmentation Fund (ERAF) moneys that may need to be paid back to the County of Santa Clara, as described in the Transmittal Letter.

Staff and Council previously recognized the opportunity to take advantage of the City’s healthy financial position to reduce unfunded pension liabilities for CalPERS (PERS) and Other Postretirement Employee Benefits (OPEB). As part of the funding strategy, from Fiscal Years 2014-15 to 2022-23, the City has contributed \$41.7 million in additional discretionary payments (ADPs) toward the CalPERS pension liability and \$11.5 million toward the OPEB liability. There is \$2.6 million included in Fiscal Year 2023-24 to continue to pay down the CalPERS unfunded liabilities.

The following chart shows the additional discretionary payments to the City’s unfunded liabilities for Fiscal Years 2014-15 through 2023-24 (dollars in millions):

	Fiscal Years 2014-15 through 2021-22		Fiscal Year 2022-23		Recommended Fiscal Year 2023-24		Total	
	PERS	OPEB	PERS	OPEB	PERS	OPEB	PERS	OPEB
GOF	\$16.0M	\$7.0M	—	—	—	—	\$16.0M	\$7.0M
GNOF	15.5M	4.5M	\$2.0M	—	\$5.0M	—	22.5M	4.5M
Other Funds	7.6M	—	0.6M	—	0.6M	—	8.8M	—
<b>TOTAL</b>	<b>\$39.1M</b>	<b>\$11.5M</b>	<b>\$2.6M</b>	<b>—</b>	<b>\$5.6M</b>	<b>—</b>	<b>\$47.3M</b>	<b>\$11.5M</b>

The overall funding status of CalPERS has declined over the past decade due to a number of factors, such as the CalPERS PERF Fund investment losses, demographic assumption changes, and discount rate (investment rate of return) reductions. However, the City's funded status as of June 30, 2021, the date of the most recent valuation, is 84.3% and 79.6% for Miscellaneous and Safety Plans, respectively. The funding increased from 73.1% for the Miscellaneous Plan and 70.3% for the Safety Plan. The City's combined unfunded liability is \$169.0 million, based on the latest actuarial valuation as of June 30, 2021.

For the CalPERS pension liability, the City Council adopted a strategy to contribute a significant additional discretionary payment of \$10.0 million (General Fund) in Fiscal Year 2017-18 as well as proportionate contributions from other funds. This ADP is included in the actuarial valuation of June 30, 2018. As part of this strategy, an additional \$10.0 million General Fund ADP payment was proposed to come from future Google Parking Lease revenues as well as proportionate contributions from other funds which will be contributed the following fiscal year. These lease payments are on a calendar-year basis and began January 2021. This fiscal year, an additional \$2.0 million was transferred to the GNOF and another \$1.0 million ADP from the GNOF is recommended during Fiscal Year 2023-24 for payment to CalPERS to pay down the City's pension liability. Therefore, \$5.0 million is available to contribute to CalPERS in Fiscal Year 2023-24. With other funds contributing their share based on the \$2.0 million lease revenue, the total ADP to CalPERS for Fiscal Year 2023-24 is expected to be \$5.6 million, as shown in the table above.

For other postemployment benefits (OPEB), or retirees' health obligation, the City has made great strides toward prefunding the actuarial accrued liability (AAL). The liability was last calculated as of June 30, 2021 along with projections for the following five years. For Fiscal Year 2022-23, the estimated AAL is \$154.2 million using a 6.0% discount rate, showing the City is fully funded with assets of \$154.6 million as of March 31, 2023. The recent fluctuations in the stock market have led to losses in assets for the OPEB investment, which could impact the City's future funding status. The OPEB liability will again be updated as of June 30, 2023 with the next actuarial update prepared during Fiscal Year 2023-24.

The following table includes the projected revenues and recommended expenditures by category for Fiscal Year 2023-24 and projections for the subsequent Forecast years.

**GENERAL OPERATING FUND FORECAST (dollars in thousands)**

	<u>2022-23</u> <u>ADOPTED</u>	<u>2022-23</u> <u>ESTIMATED</u>	<u>2023-24</u> <u>RECOM.</u>	<u>2024-25</u> <u>FORECAST</u>	<u>2025-26</u> <u>FORECAST</u>	<u>2026-27</u> <u>FORECAST</u>	<u>2027-28</u> <u>FORECAST</u>
<b>REVENUES:</b>							
Property Taxes	\$ 69,232	\$ 70,238	\$ 74,558	\$ 79,171	\$ 83,114	\$ 87,724	\$ 93,137
Sales Tax	21,960	25,148	25,137	25,790	26,615	27,440	28,290
Other Local Taxes <sup>1</sup>	19,124	24,819	22,933	23,373	24,000	24,846	25,731
Use of Money and Property	24,893	26,256	28,155	29,876	30,876	31,121	32,446
Other Revenues <sup>2</sup>	<u>28,627</u>	<u>31,707</u>	<u>30,063</u>	<u>30,109</u>	<u>30,475</u>	<u>30,836</u>	<u>31,179</u>
<b>TOTAL REVENUES</b>	<b><u>\$163,836</u></b>	<b><u>\$178,168</u></b>	<b><u>\$180,846</u></b>	<b><u>\$188,319</u></b>	<b><u>\$195,080</u></b>	<b><u>\$201,967</u></b>	<b><u>\$210,783</u></b>
<b>EXPENDITURES:</b>							
Salaries and All Pays	78,364	74,891	86,017	93,865	100,656	106,409	112,195
Retirement	28,126	27,236	30,446	30,215	29,748	29,255	28,459
Health Benefits	11,838	9,340	12,894	13,027	13,734	14,482	15,273
All Other Benefits	<u>8,198</u>	<u>7,207</u>	<u>8,306</u>	<u>8,781</u>	<u>8,951</u>	<u>9,120</u>	<u>9,283</u>
Salaries and Benefits	126,526	118,674	137,663	145,888	153,089	159,266	165,210
Supplies and Services	21,831	23,585	25,171	25,727	26,498	27,293	28,112
Capital Outlay/ Equipment Repl.	2,611	2,990	2,792	4,199	4,302	4,409	4,519
Interfund Expenditures and Transfers	12,512	13,492	12,721	12,986	9,163	9,552	9,960
Debt Service	<u>1,000</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>5,194</u>	<u>5,347</u>	<u>5,506</u>
Total Operating Exp	\$164,480	\$158,741	\$178,347	\$188,800	\$198,246	\$205,867	\$213,307
Budget Savings	<u>(6,000)</u>	<u>Included</u>	<u>(6,500)</u>	<u>(5,600)</u>	<u>(5,700)</u>	<u>(5,700)</u>	<u>(5,800)</u>
<b>NET EXPENDITURES</b>	<b><u>158,480</u></b>	<b><u>158,741</u></b>	<b><u>171,847</u></b>	<b><u>183,200</u></b>	<b><u>192,546</u></b>	<b><u>200,167</u></b>	<b><u>207,507</u></b>
Transfer to GF Reserve	(1,600)	(1,600)	(3,000)	(1,500)	(1,900)	(1,500)	(1,500)
Transfer to Cap Impr Res	-0-	(4,000)	-0-	-0-	-0-	-0-	-0-
Transfer to SPAR	-0-	(3,000)	-0-	-0-	-0-	-0-	-0-
Transfer to Budget	-0-	(1,000)	-0-	-0-	-0-	-0-	-0-
Contingency Reserve							
Transfer to Liability Fund	-0-	(1,000)	-0-	-0-	-0-	-0-	-0-
CalPERS Contrib.	<u>-0-</u>	<u>(2,000)</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
<b>OPERATING BALANCE/(DEFICIT) <sup>3</sup></b>	<b><u>\$ 3,756</u></b>	<b><u>\$ 6,827</u></b>	<b><u>\$ 5,999<sup>4</sup></u></b>	<b><u>\$ 3,619</u></b>	<b><u>\$ 634</u></b>	<b><u>\$ 300</u></b>	<b><u>\$ 1,776</u></b>

<sup>1</sup> Other Local Taxes consist of Transient Occupancy Tax, Business Licenses, and Utility Users Tax.

<sup>2</sup> Other Revenue consist of License, Permits and Franchise Fees, Fines and Forfeitures, Intergovernmental, Charges for Services, Miscellaneous Revenues, and Interfund Revenues and Transfers.

<sup>3</sup> Balance is prior to the change in assets and liabilities, encumbrances, and rebudgets for grants and donations.

<sup>4</sup> Operating balance does not include the potential claw back of \$7.0 million of prior year excess ERAF monies that may need to be paid back to the County of Santa Clara.

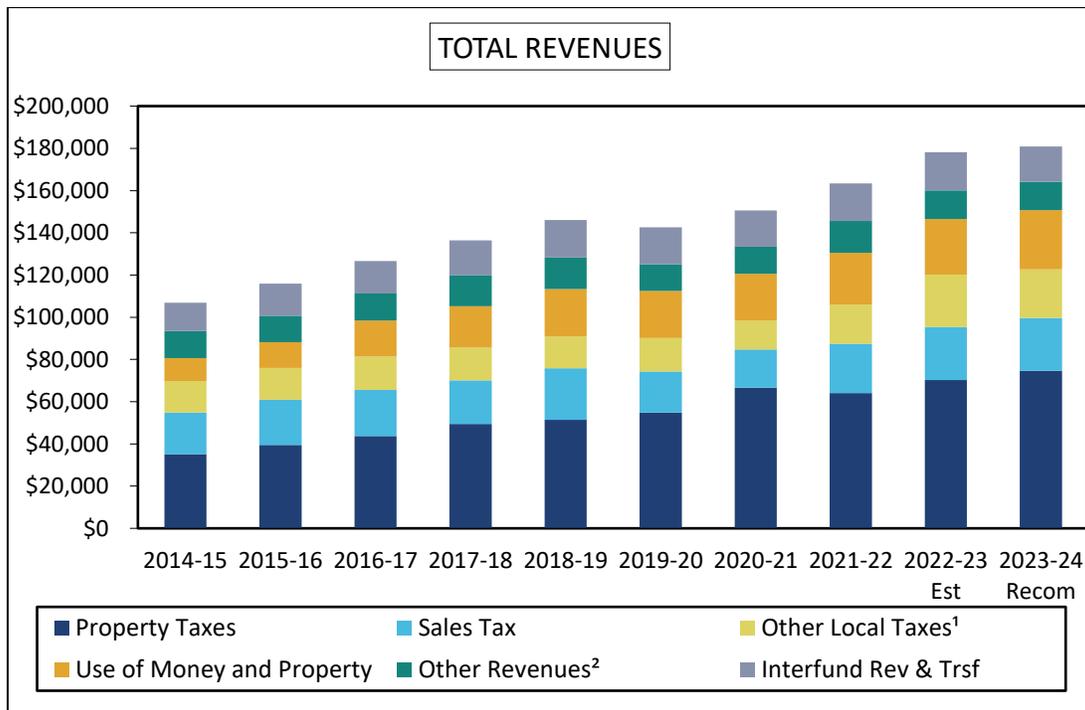
## Revenue and Expenditure Background

### *Revenues*

Historical experience demonstrates Mountain View is dependent on a relatively volatile revenue base, primarily related to sales tax, with substantial variation in the amount of revenues collected over time (see Exhibit A for revenue and expenditure history). In addition to the overarching factors described in the Impacting Factors Section, the City’s revenue volatility is continually affected by local factors. In the past decade, however, other revenue sources, such as property taxes and lease revenues, have led to a more stable and predictable overall revenue base.

For Fiscal Year 2023-24, GOF Revenues are projected at \$17.0 million, 10.4% higher than the Fiscal Year 2022-23 Adopted Budget. Additional discussion of individual revenue sources can be found later in this Forecast.

A history of total GOF Revenues is as follows (dollars in thousands):



<sup>1</sup> Other Local Taxes consist of Transient Occupancy Tax, Business Licenses, and Utility Users Tax.

<sup>2</sup> Other Revenues consist of Licenses, Permits and Franchise Fees, Fines and Forfeitures, Intergovernmental, Charges for Services, and Miscellaneous Revenues.

## *Expenditures*

During Fiscal Years 2009-10 through 2012-13, there were projected structural deficits ranging from \$1.1 million to \$6.0 million. Through a combination of operating efficiencies and expenditure reductions (totaling \$7.4 million), modest revenue enhancements, and employee cost containment (totaling \$2.2 million), the City was able to balance those budgets and weather the Great Recession. Revenues recovered sufficiently with no budget restructuring necessary beginning in Fiscal Year 2013-14. Since then, the economic health of the City continued to improve, resulting in a higher level of demand for services to support significant commercial and residential development as well as to support other community priorities, such as affordable housing, transportation, and sustainability.

From the peak in Fiscal Year 2001-02 through Fiscal Year 2012-13, the GOF employee count was reduced by more than 70.0 positions (over 14.0%). Although there have been positions added since then, overall, the City's positions have remained below the 2001-02 levels. Given the GOF continues to experience a heavy workload, it is a testament to the ingenuity of staffing to keep up with the City's operational demands. The Fiscal Year 2023-24 budget includes additional regular and continuing limited-period and overhire positions to address the most critical workload demands, which will bring the staff level back to the Fiscal Year 2001-02 level.

The Forecast expenditures are calculated in the same manner as the annual budget and include the full cost of each existing position (salary and benefits). For Fiscal Year 2023-24, estimated COLAs for the five-year forecast are included in the budget. Also included are multi-year assumptions related to the remaining cost components (e.g., steps, merits, retirement, health care, etc.) throughout the Forecast period. The factors for future health benefit costs are based on health-care trends and historical experience. The CalPERS rates for Fiscal Years 2023-24 through 2027-28 were provided by CalPERS based on the Fiscal Year 2020-21 actuarial valuations.

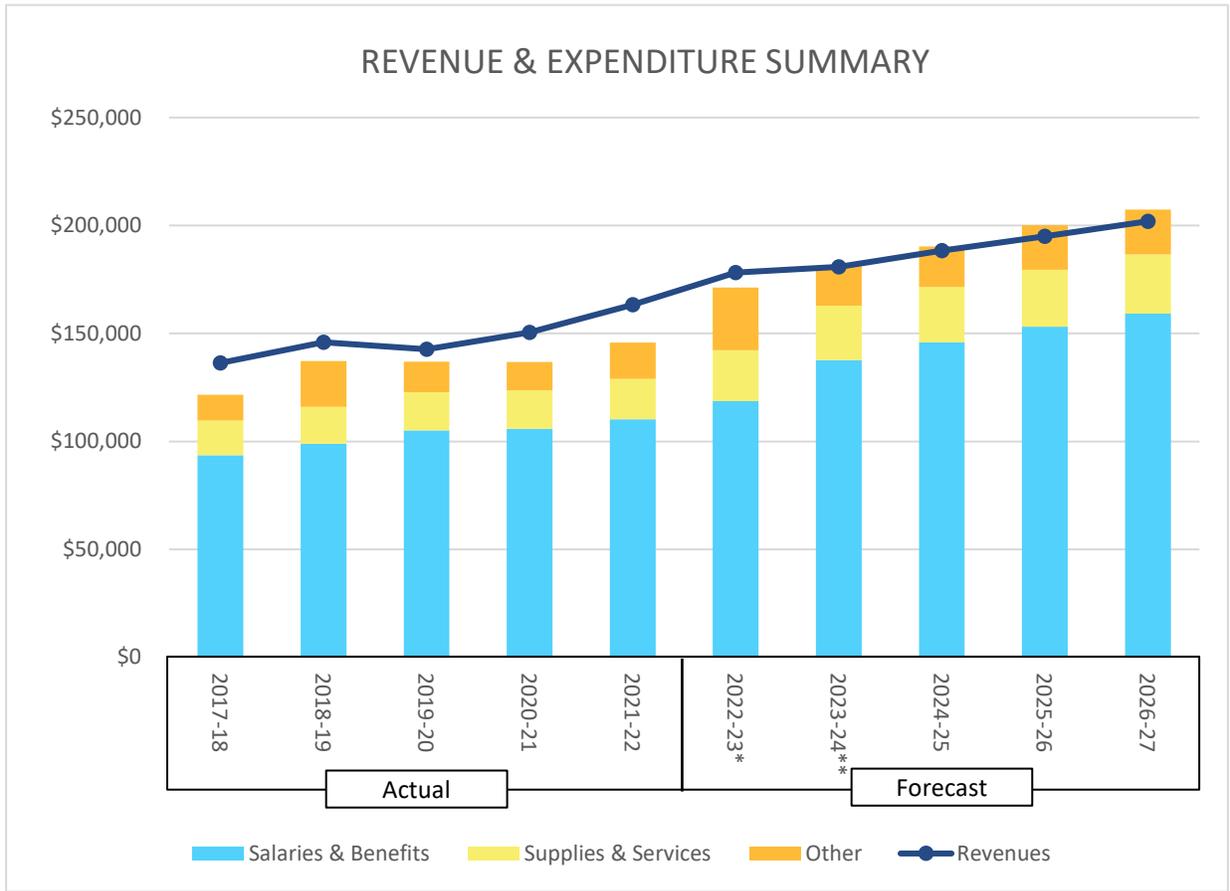
For Supplies and Services and the remaining categories, a base level of expenditures is calculated and then adjusted based on the multi-year assumptions related to each component of cost (e.g., City utilities, equipment maintenance, self-insurance funding, etc.).

Based on historical trends, it is typical to underspend the budget due to vacant positions and savings in Supplies and Services accounts. Beginning in Fiscal Year 2009-10, a budget savings amount was assumed and has ranged between \$1.8 million and \$6.0 million. Fiscal Year 2023-24 estimated budget savings have increased to \$6.5 million to reflect a current five-year average of actual savings, followed by a savings based on 4.0% of budgeted salaries for vacancies.

## **SUMMARY**

The City has faced a challenging fiscal environment but has emerged stronger as key City revenues have surpassed prepandemic levels. However, current geopolitical developments around the world and the combination of record inflation and a prolonged period of higher borrowing costs contribute to increased uncertainty about the future of the economy. As such,

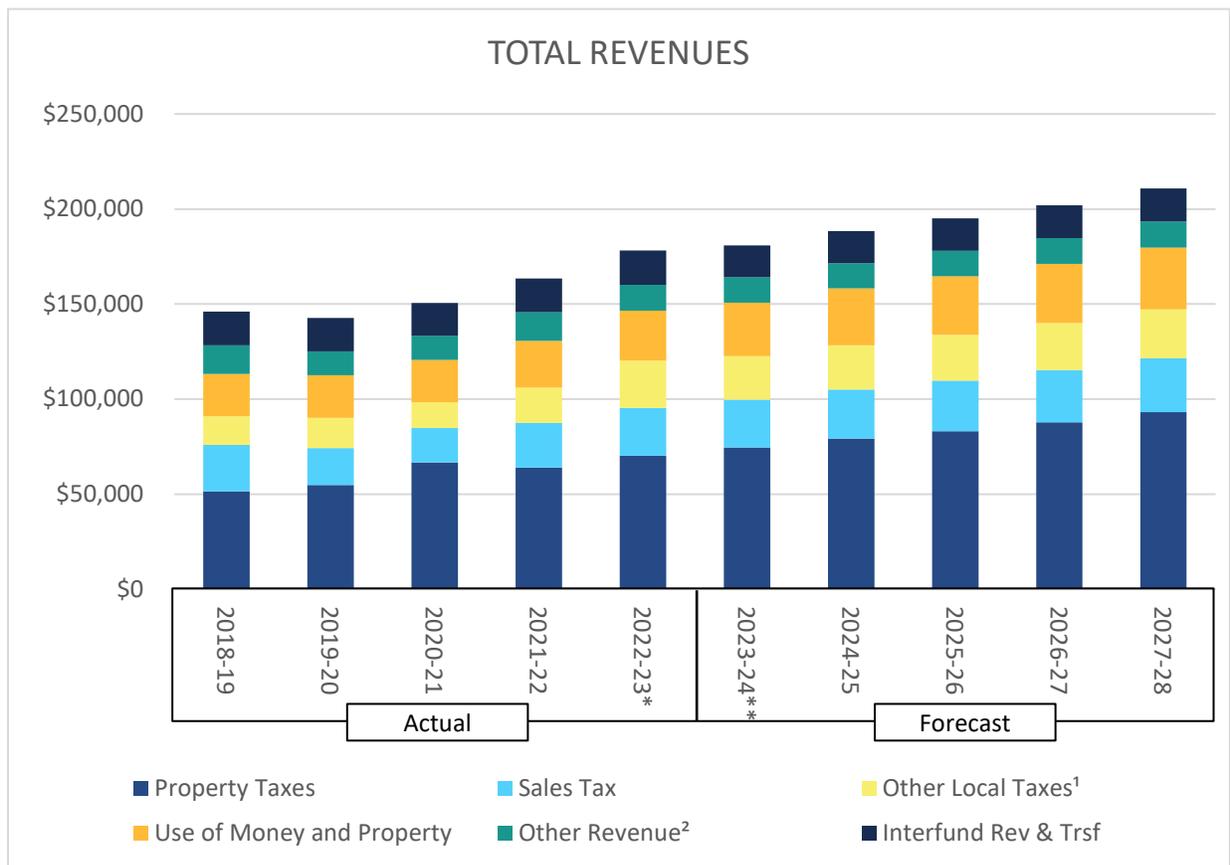
staff continually monitors the General Operating Fund revenues and expenditures, and this Forecast represents staff's best projections at this point in time.



<u>Fiscal Year</u>	<u>Revenues</u>	<u>Expenditures</u>
2018-19	146,010	137,279
2019-20	142,667	136,911
2020-21	150,547	136,811
2021-22	163,376	145,825
2022-23 *	178,168	171,341
2023-24 **	180,846	181,347
2024-25	188,319	190,300
2025-26	195,080	200,146
2026-27	201,967	207,367
2027-28	210,783	214,807

\* Estimated  
 \*\* Recommended  
 (dollars in thousands)

Fiscal Year 2020-21 includes Excess ERAF revenue of \$6.8 million. The Fiscal Year 2023-24 recommended expenditures and all forecast years do not include the projected operating budget savings.



<u>Fiscal Year</u>	<u>Total Revenues</u>	<u>% Change</u>
2018-19	146,010	7.1%
2019-20	142,667	(2.3%)
2020-21	150,547	5.5%
2021-22	163,376	8.5%
2022-23 *	178,168	9.1%
2023-24 **	180,846	1.5%
2024-25	188,319	4.1%
2025-26	195,080	3.6%
2026-27	201,967	3.5%
2027-28	210,783	4.4%

\* Estimated  
 \*\* Recommended  
 (dollars in thousands)

<sup>1</sup> Includes Transient Occupancy Tax, Business Licenses, and Utility Users Tax.

<sup>2</sup> Includes Licenses, Permits & Franchise Fees, Fines & Forfeitures, Intergovernmental, Charges for Services, and Miscellaneous Revenues.

Fiscal Year 2020-21 includes Excess ERAF revenue of \$6.8 million.

## **PROPERTY TAXES**

Property Taxes include the revenue generated from the City's share of the 1.0% levy assessed on the taxable value of real and personal property located within the City limits. The assessed value (AV) of secured real property that does not experience a change in ownership or is not subject to new construction is increased annually at a rate not to exceed the California Consumer Price Index (CCPI) or 2.0%, whichever is lower. However, if a property changes ownership, it is reassessed (up or down) at the current market value, and new construction is initially valued at the cost of the construction. In addition, the County Assessor has the authority to proactively adjust the AV of properties downward to market value during periods of declining property values. Unsecured tax on personal property, such as computers and other equipment, is assessed on the value of the property as self-reported annually to the County.

### **SOURCES**

- Property tax assessed on secured real property.
- Property tax assessed on unsecured personal property.
- Property tax assessed on leased property.

### **ECONOMIC FACTORS**

- General economic conditions.
- Proposition 13—determines methodology of tax application, limits the annual AV increase, and sets the tax rate.
- California Consumer Price Index (CCPI—October through October).
- New development.
- Property demand, sales, and values.
- County processing time for new development and ownership transfers and inclusion on the tax roll.
- Assessment appeals and proactive assessment reductions by the County Assessor.
- Availability of credit.
- State legislation regarding tax allocation.

## **HISTORY**

In 1992, as a way of solving its own budget shortfall, the State enacted legislation that shifted partial financial responsibility for funding education to local government. Property tax revenues belonging to cities, counties, and special districts were shifted to the Education Revenue Augmentation Fund (ERAF). The net cumulative loss to the GOF resulting from all ERAF shifts through Fiscal Year 2022-23 is approximately \$138.6 million (\$142.8 million for the entire City).

For the past two decades, housing activity has remained strong with short periods of uncertainty or declines related to the availability of housing stock, interest rates, and the overall economy. During Fiscal Year 2008-09, the housing market collapsed and assessed values across the County suffered and caused some properties to be appraised at less than the outstanding debt on the property. During that time, foreclosures nationwide increased dramatically as homeowners defaulted on their mortgages, and California was the epicenter of the foreclosure crisis. Mountain View experienced foreclosures, but not as severely as other parts of the State. For calendar 2022, there were a total of 29 foreclosures in the County. Of these, Mountain View had only two.

Beginning Fiscal Year 2008-09, the County began processing Proposition 8 (Prop 8) reductions for residential and commercial properties. The majority of the lost value for residential Prop 8 reductions in the City was recaptured by Fiscal Year 2015-16. The Prop 8 reductions beginning Fiscal Year 2020-21 were relatively small compared to the prior recession. There are still 374 homes reduced over the past 15 years that have not been fully restored; however, the overall value is immaterial.

In the time period since the beginning of the recession and continuing into the recovery and expansion, commercial property owners have submitted applications for value reductions. The number of appeals submitted Countywide as of April 2023 is higher than the same time frame in 2022. As of April 2023, the County had approximately 7,200 active appeals compared to 7,100 the previous year. Because of the variable nature of commercial properties, the process of reviewing and valuing them is lengthy and more complicated. The County processes Countywide AV roll reductions (primarily the result of resolved appeals) and corrections throughout the year and currently estimates no reductions for Fiscal Year 2022-23.

Tracking of property sales activity, including new developments, was initiated in 2007, and the most recent 12 years of history are detailed below. The highest number of sales transactions for all types of properties and the largest increase in AV resulting from changes in ownership (CIO) occurred in 2021. There has been growth in the median price of single-family homes (SFH) experiencing a CIO every year from 2010 to 2018. In 2019, the median prices of all properties showed a slight decline. In 2020, the median price for condos/townhomes showed another decline while single-family homes once again showed an increase. In 2021 and 2022, the median price for both SFH and condos/townhomes increased.

**Median Price Statistics**  
**(Mountain View Residential Properties with a CIO)**

<u>Year</u>	<u>Single-Family Home (SFH)</u>	<u>Number of SFH CIO</u>	<u>Condo/ Townhome</u>	<u>Number of Condo/ Townhome CIO</u>
2011	\$900,750	306	\$445,000	241
2012	\$1,000,000	341	\$570,000	299
2013	\$1,245,000	297	\$639,000	356
2014	\$1,450,000	255	\$781,000	322
2015	\$1,600,000	274	\$910,000	312
2016	\$1,700,000	253	\$1,013,000	345
2017	\$1,900,000	278	\$1,175,000	387
2018	\$2,100,000	343	\$1,360,000	417
2019	\$2,027,000	282	\$1,334,000	370
2020	\$2,150,000	297	\$1,290,000	307
2021	\$2,435,000	402	\$1,350,000	605
2022	\$2,610,000	265	\$1,355,500	354

Also impacting the growth in Property Taxes is the CCPI. Over the past 12 fiscal years (2011-12 to 2022-23), five years have had annual CCPI increases less than the maximum 2.0% allowed.

In total, Fiscal Year 2022-23 estimated Property Tax revenues of \$70.2 million exceeds the Fiscal Year 2021-22 Audited of \$64.0 million by 9.8% and the Fiscal Year 2022-23 Adopted Budget of \$69.2 million by 1.5%. The information provided by the Santa Clara County Assessor after the beginning of the current fiscal year indicates the total actual July 1, 2022 General Fund Assessed Value (AV) increased a net 10.1% compared to the July 1, 2021 AV, reflecting growth in secured AV and a decline in unsecured AV. However, the County incorrectly allocated \$487.3 million to the Shoreline Regional Park Community last year instead of to the General Fund, hence the actual growth is 8.5%.

**FORECAST**

The Fiscal Year 2023-24 projected secured property tax revenue is based on the July 1, 2022 tax roll adjusted for the following:

- A 2.0% CCPI increase to the AV of all eligible residential and commercial property;
- Projected AV loss from resolution of pending appeals and projected new appeals;

- AV changes related to property transfers and sales prior to the January 1 lien date; and
- Projected AV increase related to new development, tenant improvements, and remodels.

As mentioned earlier, the County has approximately 7,200 active appeals. The Fiscal Year 2023-24 revenue includes a projected tax loss based on the historic resolution of appeals. For the remaining Forecast years, total secured property tax is projected with net annual increases ranging from 5.0% to 6.2% and an annual change in AV based on a 2.0% CCPI. In addition, increased AV is projected for Fiscal Years 2023-24 through 2027-28 as a result of new development projects under construction and in the pipeline (including numerous housing, hotel, corporate campus, and office developments), and anticipated growth from CIO and remodeling. The Forecast assumes appeals will continue to be filed annually and a portion will be resolved resulting in an AV loss. In addition, the Forecast normally does not include a projection of Excess ERAF property tax to be distributed to the City. This revenue is not ongoing and may end after Fiscal Year 2023-24 depending on whether there are legislative changes.

Unsecured property tax revenue is projected at 1.4 million based on the average of the prior five years as this revenue tends to fluctuate.



<u>Fiscal Year</u>	<u>Property Taxes</u>	<u>% Change</u>
2018-19	51,451	4.1%
2019-20	54,839	6.6%
2020-21	66,624	21.5%
2021-22	63,996	(3.9%)
2022-23 *	70,238	9.8%
2023-24 **	74,558	6.2%
2024-25	79,171	6.2%
2025-26	83,114	5.0%
2026-27	87,724	5.5%
2027-28	93,137	6.2%

\* Estimated  
 \*\* Recommended  
 (dollars in thousands)

Fiscal Year 2020-21 includes Excess ERAF revenue of \$6.8 million.

## **SALES TAX**

Sales Tax revenue is currently the third largest single revenue source of the GOF and also the most volatile. The City of Mountain View is allocated 1.0% of every sales dollar subject to sales tax. In the late 1990s, sales tax from commercial/industrial businesses generated a greater amount of sales tax than retail businesses, an approximate 1.5:1.0 ratio. During the current decade, as a result of relocations, recession, growth of the service economy (nontaxable products), and California Department of Tax and Fee Administration (CDTFA) reporting changes, retail contributes a greater share, and the ratio for Fiscal Year 2021-22 is 1.0:3.7.

### **SOURCES**

- Retail sales of tangible personal property to individuals and other businesses.
- Use tax on business consumption of personal property.
- State and County pooled sales tax allocated by the City's share of the Countywide tax on point-of-sale transactions.

### **ECONOMIC FACTORS**

- Business expansion, reduction, or relocation.
- State of the economy.
- Purchasing patterns.
- CDTFA allocation decisions.
- Level of business-to-business sales.
- Technology changes.

### **HISTORY**

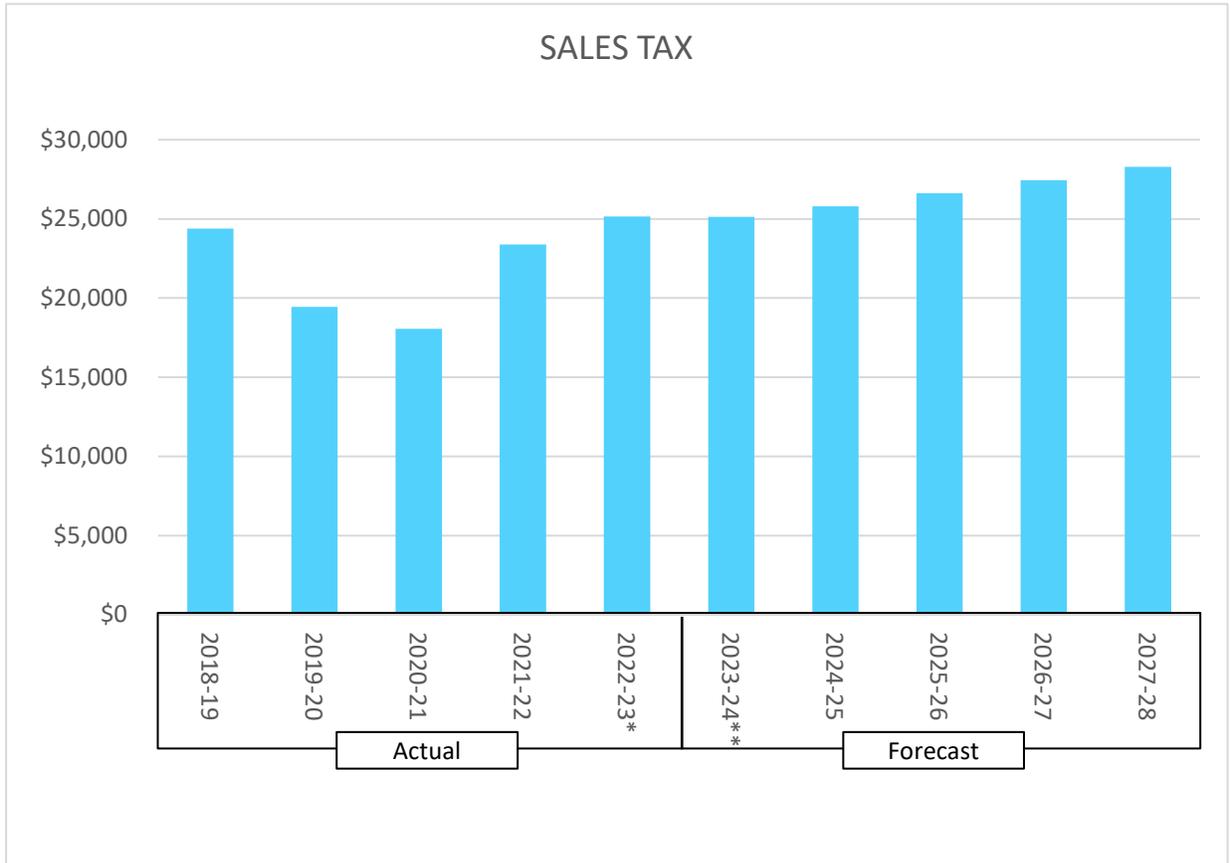
Since the early 1990s, sales tax has been an extremely volatile revenue source, reaching a record high of \$24.1 million in Fiscal Year 2000-01, primarily resulting from high-tech businesses. A precipitous decline to \$14.2 million occurred in Fiscal Year 2003-04 followed by steady growth through Fiscal Year 2007-08 to \$17.3 million. These variations typically occur as businesses move in and out of the City, companies modify reporting and/or sales methods, and the economy changes. Fundamentally, as the service economy grows, less manufacturing is done locally, resulting in a smaller commercial tax base as sales tax is not applicable to most technology company sales. As a result of the Great Recession, Sales Tax revenue fell in excess of \$2.0 million (11.8%) to \$15.2 million in Fiscal Year 2009-10. Subsequently, sales tax revenue grew steadily

through Fiscal Year 2015-16, but, since then, has either seen little growth or has declined. In Fiscal Year 2017-18, the CDTFA experienced issues with its new software system, which delayed payments to local agencies. Approximately \$1.6 million received in Fiscal Year 2018-19 has been identified as late payments for Fiscal Year 2017-18. After adjusting for these late payments, total sales tax revenue for Fiscal Year 2017-18 would be \$22.3 million instead of the \$20.7 million audited, and total sales tax revenue for Fiscal Year 2018-19 would be \$22.8 million instead of the \$24.4 million audited. The COVID-19 pandemic dropped sales tax revenue to \$19.5 million and has steadily recovered by Fiscal Year 2021-22.

Fiscal Year 2022-23 is currently estimated at \$25.1 million, \$3.2 million (14.5%) higher than budget, primarily due to strength in new automobile sales, restaurants/hotels, and increases from the State and County pools as more consumers shop online.

### **FORECAST**

Fiscal Year 2023-24 sales tax revenue is projected at \$25.1 million, essentially the same as the Fiscal Year 2022-23 Estimated. The remaining Forecast years project 2.6% to 3.2% increases.



<u>Fiscal Year</u>	<u>Sales Tax</u>	<u>% Change</u>
2018-19	24,390	17.8%
2019-20	19,452	(20.2%)
2020-21	18,058	(7.2%)
2021-22	23,376	29.4%
2022-23 *	25,148	7.6%
2023-24 **	25,137	(0.0%)
2024-25	25,790	2.6%
2025-26	26,615	3.2%
2026-27	27,440	3.1%
2027-28	28,290	3.1%

\* Estimated  
 \*\* Recommended  
 (dollars in thousands)

## OTHER LOCAL TAXES

Other Local Taxes is comprised of Transient Occupancy Tax (TOT), Business License Tax, and Utility Users Tax (UUT).

### SOURCES

- TOT is a 10.0% tax assessed on hotel and motel per-room occupancies. Any occupancy by a government employee while on government business, or a stay exceeding 30 consecutive days, is exempt from the tax. This tax is self-reported on a quarterly basis by hotels and motels within the City limits, and a compliance audit is performed on a periodic basis. On November 13, 2018, the City Council adopted an ordinance related to the short-term rental (STR) of residential property. These rentals will be subject to the City's 10.0% TOT.
- Business License Tax is assessed on all businesses known to be operating in Mountain View and billed annually. Currently, there are approximately 5,200 active businesses licensed. Prior to Measure P, approved by Mountain View voters in November 2018, the tax rate was generally \$30 per year for most businesses (73.0%), but reached \$250 for certain types of businesses. The Business License Tax structure changed effective January 1, 2020, whereby the tax is assessed based on a structure of tiered number of employees. The change was phased in over a three-year period for businesses with more than 50 employees. The City Council earmarked by resolution 80.0% of additional revenue generated from the restructured tax to transportation and 10.0% to affordable housing.
- UUT is a 3.0% tax assessed on the consumption of all telecommunication (2.5% tax on purchases of Mobile Telephony Services (MTS)), electricity, and gas services. Companies providing taxable utility services remit UUT payments monthly, and a compliance audit is performed on a periodic basis.

### ECONOMIC FACTORS

- TOT: Number of hotel rooms and STR properties, room rate, occupancy rate, and number of exemptions.
- Business License Tax: Number and types of businesses licensed by the City, number of employees, and the applicable tax rate.
- UUT: Customer base, level of consumption, and price of the commodity.

### HISTORY

TOT: The current tax rate of 10.0% was last modified in June 1991 from 8.0%. Occupancy and room rates in the City typically grow in nonrecessionary times. The impacts of economic downturns or disruptions are immediately reflected in TOT revenue as demonstrated by the

52.1% decline resulting from the dot-com bust and the 26.6% decline during the Great Recession. TOT revenues began to recover from the Great Recession in spring 2010, and growth continued through Fiscal Year 2016-17 with Fiscal Years 2017-18 and 2018-19 revenue being relatively flat. Fiscal Year 2019-20 audited revenue was significantly impacted by the Shelter-in-Place restrictions due to COVID-19, with revenues at \$5.6 million, \$1.4 million (20.5%) lower than prior fiscal year audited. Fiscal Year 2020-21 audited revenue was \$1.9 million, another significant drop of \$3.7 million (65.8%) compared to the prior year audited. Revenues had not been this low since the 1990s. Fiscal Year 2021-22 audited revenue was \$4.4 million, \$2.5 million higher than the prior year audited. TOT quarterly payments have recovered back to COVID-19 prepandemic levels beginning Q2 2022 due to the increase in the occupancy rate and the two new hotels opened in the City. Revenue is estimated at \$9.6 million, which includes a \$1.1 million belonging to Fiscal Year 2021-22 but recorded in Fiscal Year 2022-23. While the increase in revenues are higher than anticipated, travel and, in particular, business travel, remains uncertain due to remote-work.

Business License Tax: Prior to the approval of Measure P, this revenue did not change significantly from year to year as the tax rate has remained essentially unchanged since June 1954 (excluding two business types updated in 1985). Any fluctuation in the number of businesses did not significantly change annual revenue because of the low annual tax rate.

As mentioned previously, in November 2018, Mountain View voters approved Measure P, which restructured the Business License Tax. The new structure is an incremental, progressive tax based on number of employees. The new tax was phased-in over a three-year period beginning January 1, 2020. Revenue for Fiscal Year 2019-20 rose to \$2.4 million, \$2.2 million higher than the prior year audited for the first year phase-in. Fiscal Year 2020-21 audited was \$4.1 million, an increase of \$1.7 million for the second year phase-in. Fiscal Year 2021-22 audited was \$6.3 million, an increase of \$2.1 million for the last year of the phase-in. Revenue is currently estimated at \$6.0 million, a 4.4% decrease compared to the prior fiscal year due to less employee headcounts being reported by the major employers at the City.

UUT: The tax is calculated on the consumer cost of the energy (gas and electricity) and telecommunication services utilized. The tax revenue fluctuates with the cost, customer usage, and/or customer base and is negatively impacted by economic downturns as a result of business closures and reduction in usage by both residential and commercial customers. In November 2010, the voters approved a ballot measure which broadened the base to include all telecommunications services in order to treat all customers equally and the amended ordinance became effective March 2011. As a result, UUT generated from telecommunications increased.

An audit of telecommunications providers was completed in January 2014 and resulted in a \$1.1 million settlement and one-time assessment. In addition, during Fiscal Year 2014-15, staff worked to bring another telecommunications provider into compliance, resulting in a payment of the amount due for that fiscal year and a \$1.6 million payment for a prior time period. Both of these companies are remitting monthly UUT payments, contributing to ongoing revenue.

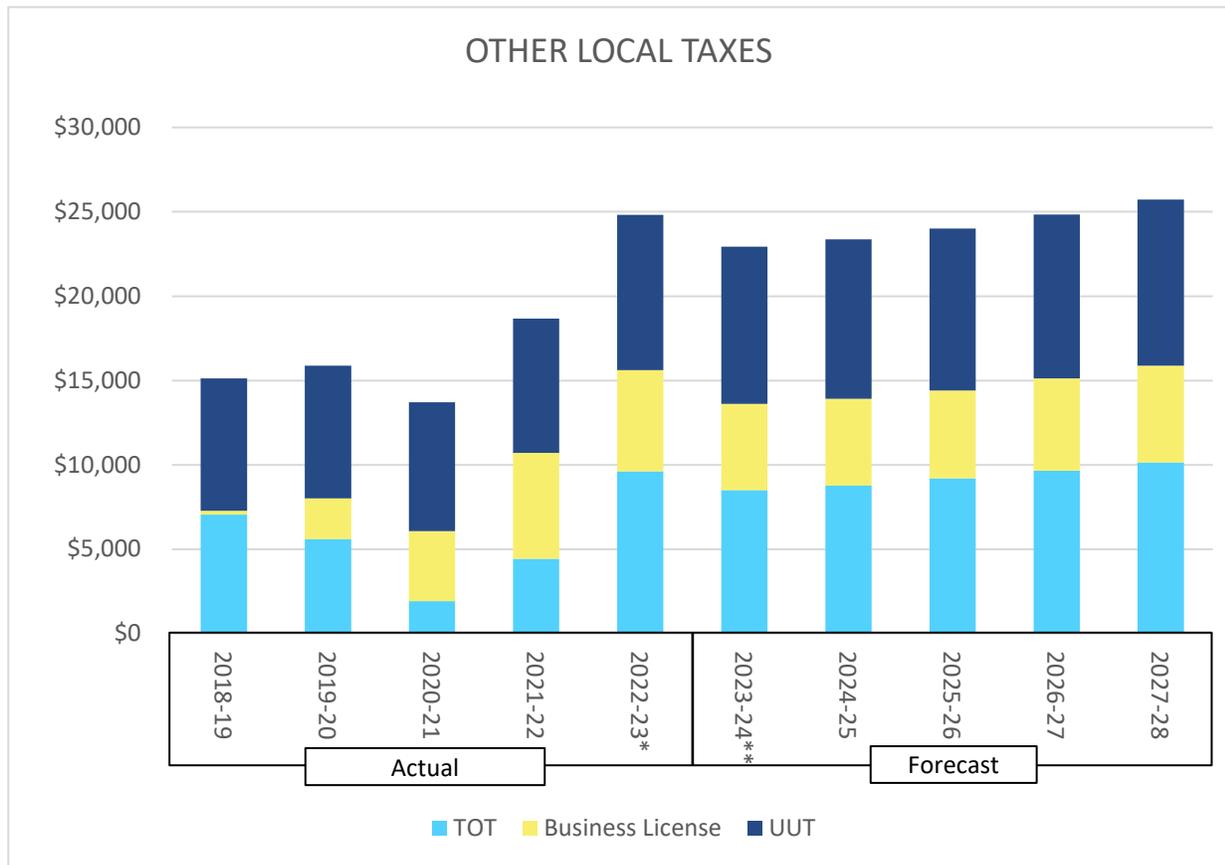
The Agreement between the CDTFA and the City for prepaid phone cards was executed in December 2015, and the City received the first quarterly payment in September 2016. In addition, direct providers of prepaid phone cards began remitting UUT payments in July 2016. UUT revenue from telecommunications has been declining since Fiscal Year 2015-16 as more customers “cut the cord” on services. Payments from a major telecommunications provider have been steadily declining since Fiscal Year 2015-16, and the pervasive use of cell phones has eliminated the necessity and cost of a landline for many people, and it is not uncommon for a cell phone to be utilized for both personal and professional uses. The City began receiving UUT payments from Silicon Valley Clean Energy (SVCE) in the beginning of Fiscal Year 2017-18, offset by lower payments from PG&E resulting from customer migration. Fiscal Year 2022-23 revenue is estimated higher than both the prior audited and Fiscal Year 2022-23 adopted, 15.8% and 7.3%, respectively, primarily due to higher collections from energy providers.

### **FORECAST**

TOT: Fiscal Year 2023-24 projected revenue is essentially the same as the Fiscal Year 2022-23 Estimated (excluding the \$1.1 million from Fiscal Year 2021-22). The remaining Forecast years reflect steady growth between 3.0% to 5.0%.

Business License Tax: Fiscal Year 2023-24 business license tax revenue is projected to experience a 15.0% decline compared to the Fiscal Year 2022-23 Estimated, which considers known and potential layoffs. The City Council earmarked by resolution 80.0% of the increased tax revenue for transportation and 10.0% for affordable housing, resulting in a net revenue gain to the GOF of approximately \$735,000. Transfers to the Transportation Reserve and General Housing Fund are included in the Forecast and discussed later in the Expenditures section.

UUT: Fiscal Year 2023-24 total projected UUT revenue is 1.3% higher than the Fiscal Year 2022-23 Estimated, primarily from higher collections for energy services. The remaining Forecast years reflect incremental growth plus UUT generated from development anticipated in the Shoreline Regional Park Community as identified in the North Bayshore Precise Plan Fiscal Impact Analysis.



<u>Fiscal Year</u>	<u>Transient Occupancy Tax</u>	<u>Business License Tax</u>	<u>Utility Users Tax</u>	<u>Total Other Local Taxes</u>	<u>% Change</u>
2018-19	7,050	231	7,850	15,131	(2.0%)
2019-20	5,602	2,408	7,870	15,880	5.0%
2020-21	1,917	4,146	7,654	13,717	(13.6%)
2021-22	4,437	6,277	7,949	18,663	36.1%
2022-23 *	9,614	6,000	9,205	24,819	33.0%
2023-24 **	8,510	5,100	9,323	22,933	(7.6%)
2024-25	8,765	5,151	9,457	23,373	1.9%
2025-26	9,203	5,203	9,594	24,000	2.7%
2026-27	9,664	5,463	9,719	24,846	3.5%
2027-28	10,148	5,736	9,847	25,731	3.6%

\* Estimated

\*\* Recommended

(dollars in thousands)

## USE OF MONEY AND PROPERTY

Use of Money and Property is comprised of investment earnings and revenue from rents and leases of City-owned property. Investment Earnings are generated from the General Fund's share of the City's pooled investment portfolio. Rents and Leases revenue is generated from rental properties and lease agreements. This combined category is the second largest revenue source of the GOF.

### SOURCES

- Monthly interest allocation generated by the City's pooled investment portfolio.
- Leased and rented properties, including:
  - North Charleston, Crittenden, and Charleston East ground leases
  - Shoreline Amphitheatre
  - Ameswell
  - Recology
  - Center for the Performing Arts
  - Community School of Music and Arts (CSMA)
  - CVS (parking structure, retail space)
  - Historic Adobe Building, Community Center, and Senior Center
  - Bean Scene Café, Olympus Caffé, and Savvy Cellar Wines, Inc.
  - Wireless Telecommunication Providers (GTE Mobilnet, Metro PCS)
  - Various construction staging sites

### ECONOMIC FACTORS

- Economy.
- Federal Reserve policy and interest rates.
- Portfolio balance.
- City Investment Policy.
- Rental revenues received and lease agreements.

### HISTORY

Investment Earnings: One of the City's financial strategies is to build reserves in anticipation of budget constraints in order to generate additional revenue in the form of investment earnings and to maintain sufficient funds to withstand significant, temporary declines in revenues. After overseeing a long period of extremely low interest rates, the Federal Reserve, through the

Federal Open Market Committee (FOMC), raised its benchmark interest rates ten times from the benchmark target of 0.25% to 0.5% to a benchmark target of 5.0% to 5.25%, resulting in increased yields on investment securities available for the City to purchase.

Fiscal Year 2022-23 investment earnings are estimated at \$4.0 million, \$1.1 million higher than the prior fiscal year audited, and exceeds budget by \$1.5 million. The City has a practice of laddering its portfolio so the impact of higher interest rates will have a greater impact on future fiscal years as lower-yielding securities mature and are replaced with higher-yielding securities.

Rents and Leases: Over time, the City has strategically developed City-owned properties and negotiated lease agreements that generate long-term revenue for the GOF. These leases and the revenue generated are important during economic downturns as they generally do not immediately fluctuate with the economy, and most include annual inflationary increases.

In 1995, 1996, and 2008, the City first negotiated and signed ground lease agreements for the North Charleston, Crittenden, and Charleston East sites, respectively. As allowed in the ground leases, the rent includes fixed annual increases and is revalued every 10 years to market. The decennial revaluation of the North Charleston lease was effective April 1, 2016, resulted in a 141.0% rent increase (\$3.3 million for a full year) and will continue to escalate 4.0% annually. The decennial revaluation of the Crittenden lease was effective January 1, 2017, resulted in a 104.8% rent increase (\$3.1 million for a full year) and will continue to escalate 4.0% annually.

The first decennial revaluation for the Charleston East (Lot 1) lease between the City and Google LLC (Google) was effective February 1, 2018. This lease includes a cap on the revalued rent that is not included in the other two land leases. The cap is 165.0% of the monthly rent payable during the initial year of the prior 10-year period. In this case, the rent for the period beginning February 1, 2018 is capped at 165.0% of the rent paid in February 2008. The total annualized revalued rent is \$1.9 million, an increase of \$387,000 (26.5%) compared to the prior year annualized rent and will continue to escalate 3.0% annually.

In late Fiscal Year 2005-06, Council approved the amended and restated lease between the City and SFX Entertainment, Inc. (SFX—operating company of Live Nation, Inc.), for the lease of the Shoreline Amphitheatre. The terms of the lease eliminated the percentage rent structure and replaced it with a fixed amount of \$200,000 per month for the concert season (nine months), a total of \$1.8 million annually. The first annual contractual increase of 2.0% went into effect March 2018. The estimated Fiscal Year 2022-23 payment is \$2.0 million.

In September 2007, CVS opened in the Bryant Street parking structure and began paying the City the negotiated monthly lease rent. The parking structure was partially funded with former Revitalization Authority funds and, based on the Compensation Agreement, any revenues generated from the parking structures are shared with the taxing entities in the same proportion of the Authority's contribution to the structures. The Compensation Agreement was effective July 1, 2014, resulting in annual lease revenue of \$165,000 to the GOF, a loss of \$78,000 annually. The CVS lease agreement provides for an 11.9% increase that is effective September 2017

through September 2022. The CVS lease was amended September 2022, and monthly rent dropped from approximately \$26,400 to \$2,600 effective through September 2027. The current fiscal year revenue is estimated at \$63,000, a decrease to the GOF of \$130,000. A full year impact would see a decrease of \$173,000 compared to Fiscal Year 2021-22 audited.

In May 2010, Savvy Cellars opened to the public at the Centennial Plaza Train Depot and, in accordance with the lease, the annual revenue to the City for the first five years was \$29,700. The first annual increase was effective December 2014, and there have been annual increases effective each subsequent December. In addition, there are various other rentals of City-owned property as listed previously in the Sources section which contribute revenue to the GOF.

On December 11, 2018, staff updated the City Council on the Police/Fire Administration Building Expansion Study and confirmed most of the revenue generated from the Ameswell development is earmarked for debt service related to this facility. The City Council authorized staff to issue a Request for Proposal (RFP) to prepare a preliminary design for a renovation/addition as well as evaluation of a new building.

For Fiscal Year 2022-23 estimated, rents and leases revenue is \$22.2 million, essentially the same as adopted.

## **FORECAST**

Investment Earnings: The Fiscal Year 2023-24 projection is based on the assumption that as investments mature, the funds will be reinvested at rates higher than those available prior to the FOMC actions stated above, resulting in a projected average portfolio yield of 2.57% for Fiscal Year 2023-24. The City's average portfolio yield is anticipated to continue increasing through Fiscal Year 2027-28.

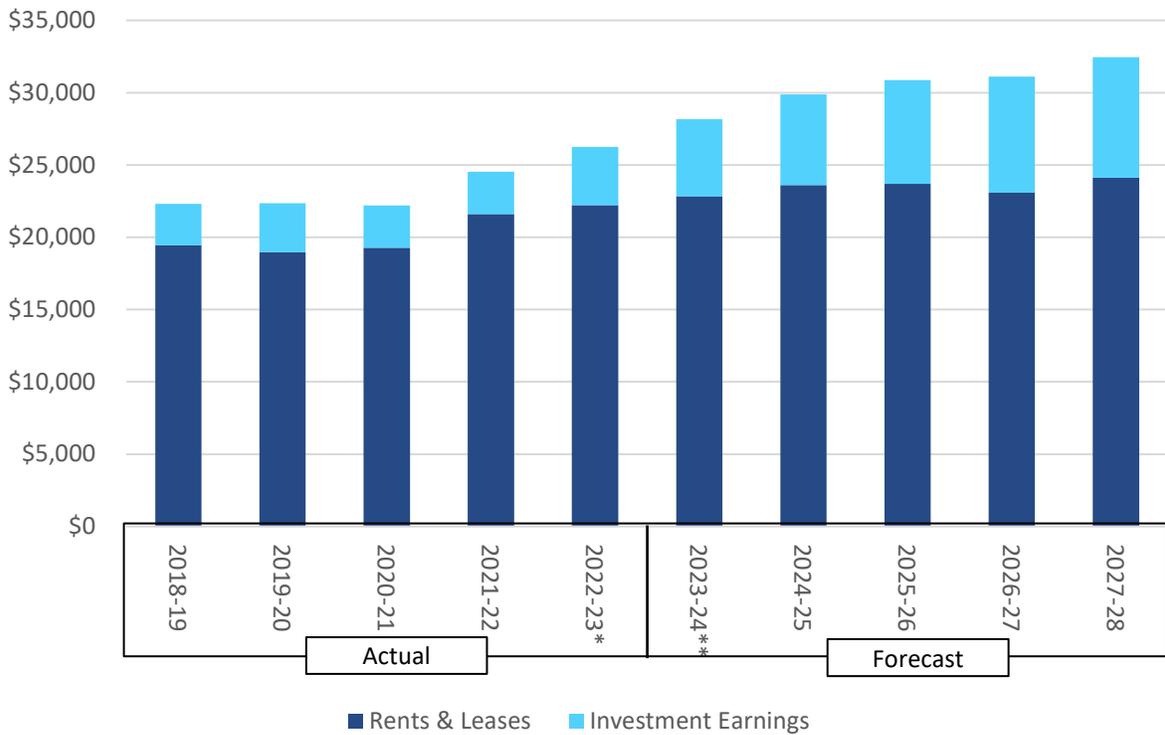
Rents and Leases: Fiscal Year 2023-24 revenues are projected at \$22.8 million, \$633,000 (2.9%) higher than the Fiscal Year 2022-23 Estimated. Rental revenue is projected to increase and continue throughout the Forecast, with the exception of Fiscal Year 2026-27, which assumes the Shoreline Amphitheatre lease will not be extended.

The Ameswell rent of \$2.2 million will continue to be transferred to the Budget Contingency Reserve and will be part of the \$3.9 million that is recommended to be set-aside and dedicated for the Public Safety Building project. The Forecast for the three long-term ground leases includes annual increases. For the remaining leases and rental agreements, the Forecast period includes annual contractual increases and assumes renewal options will be exercised or extended.

As previously discussed with the City Council, Google paid the City \$600,000 for extending the sublease of Parking Lots C and D from SFX through December 31, 2020. In addition, Google agreed to lease the parking lots from the City for an additional five years (January 2021 to December 2025) and will pay over \$2.0 million annually, unless the lease is terminated early. As these payments are limited-period in nature, they will not flow through the GOF. As discussed

with the City Council during the Fiscal Year 2017-18 budget process, the \$2.0 million annual payments (\$10.0 million over the 5-year period) will be recorded as one-time GF revenues and then contributed to CalPERS toward the City's unfunded pension liability, and both the annual earned portion of the \$600,000 and the annual rent in excess of the \$2.0 million will be transferred to the Capital Improvement Reserve. Beginning Fiscal Year 2023-24, the annual payment will be reduced to \$930,000, escalate by 2.0% annually, and extended through Fiscal Year 2028-29. Consequently, the Capital Improvement Reserve will not receive any transfers until Fiscal Year 2028-29, when the \$10.0 million total contribution to CalPERS is met.

## USE OF MONEY AND PROPERTY



<u>Fiscal Year</u>	<u>Rents &amp; Leases</u>	<u>Investment Earnings</u>	<u>Total Use of Money and Property</u>	<u>% Change</u>
2018-19	19,443	2,873	22,316	13.5%
2019-20	18,970	3,375	22,345	0.1%
2020-21	19,280	2,915	22,195	(0.7%)
2021-22	21,617	2,913	24,530	10.5%
2022-23 *	22,215	4,041	26,256	7.0%
2023-24 **	22,849	5,306	28,155	7.2%
2024-25	23,608	6,268	29,876	6.1%
2025-26	23,686	7,190	30,876	3.3%
2026-27	23,084	8,037	31,121	0.8%
2027-28	24,105	8,341	32,446	4.3%

\* Estimated  
 \*\* Recommended  
 (dollars in thousands)

## **LICENSES, PERMITS, AND FRANCHISE FEES/FINES AND FORFEITURES**

This revenue category is comprised of Licenses, Permits, Franchise Fees, and Fines and Forfeitures.

### **SOURCES**

- Licenses and Permits revenues are generated from businesses requiring specific City permits such as Police business permits.
- Franchisees are required to pay Franchise Fees as compensation to the City for the use of City property while providing a commercial service to Mountain View businesses and residents. The City has franchise agreements with Recology; Pacific Gas and Electric; Comcast and DirecTV Cable; and California Water Service.
- Fines and Forfeitures are generated from Library fines and citations issued by the City Police Department and the California Highway Patrol.

### **ECONOMIC FACTORS**

- State of the economy.
- Franchise agreements and revenues generated by franchisees.
- State and Federal regulations, legislation, and funded programs.

### **HISTORY**

Licenses, Permits, and Franchise Fees: Historically, Licenses and Permits revenue tended to fluctuate with the development cycle. In Fiscal Year 2006-07, Building Services was separated from the GOF to better facilitate tracking and accounting. In order to provide a more comprehensive picture of the development process and to more accurately align all development-related revenues and expenditures, Council approved the consolidation of all development-related functions within the City into a Development Services Fund for Fiscal Year 2014-15. Development-related revenues and expenditures were moved from the GOF to the Development Services Fund, which decreased revenues in several categories, including this one, and eliminated the effect of development. Fiscal Year 2022-23 estimated Licenses and Permits revenue is \$134,000 higher than the Fiscal Year 2021-22 Audited and essentially the same as the Fiscal Year 2022-23 Adopted.

Franchise Fee revenue generated from gas and electricity usage has historically increased as a result of significant commercial and residential development and declined during economic downturns as a result of commercial office vacancies and conservation by residential and commercial customers.

In accordance with the agreement between the City and the City's trash and recycling collector, Recology, a monthly service fee is owed to the City. This fee includes a portion for the exclusive right to perform this activity and a portion is attributable to the City providing billing and collection services. This revenue has fluctuated over the past decade as a result of conservation efforts, migration to smaller-size containers, the amount of construction debris discarded, and increases in trash and recycling service charges in addition to the economic factors listed above.

Beginning in Fiscal Year 2011-12, Cable Franchise revenues were budgeted directly as General Fund Franchise revenue in lieu of a transfer from the Cable Fund. This revenue grew through Fiscal Year 2015-16 but has been declining since.

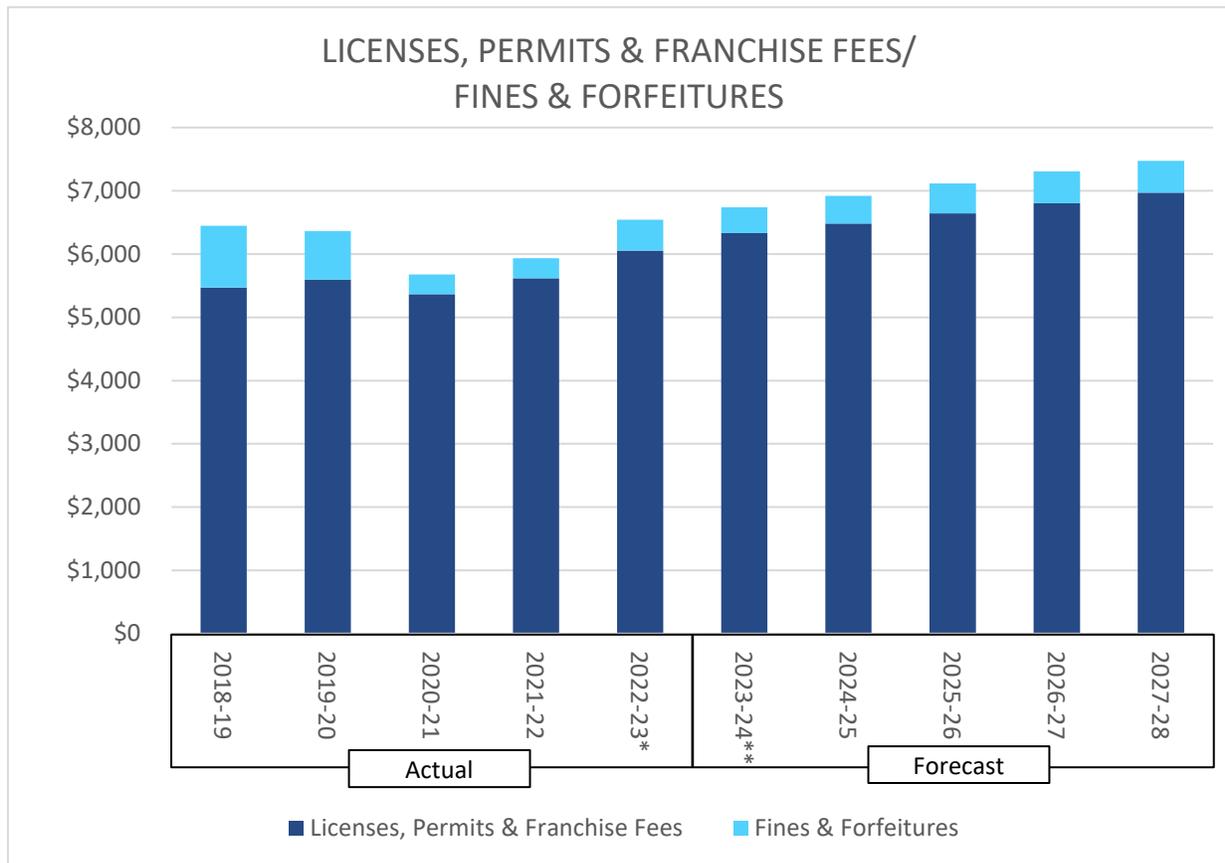
Fiscal Year 2022-23 Franchise Fee revenues are \$149,000 lower than the Fiscal Year 2022-23 Adopted and \$304,000 higher than the Fiscal Year 2021-22 Audited.

Fines and Forfeitures: This revenue source includes false alarm response fees, bail/fine payments from the County, Library fines, and parking violation payments. Overall, the Fiscal Year 2022-23 estimated Fines and Forfeitures revenue sources are \$169,000 and \$222,000 higher than the prior year audited and Fiscal Year 2022-23 Adopted Budget, respectively, primarily due to more collections from parking violations.

## **FORECAST**

Licenses, Permits, and Franchise Fees: Revenue is projected to increase \$275,000 (4.5%) in Fiscal Year 2023-24 from the Fiscal Year 2022-23 Estimated, primarily from the Recology franchise fee. Revenues are projected to increase incrementally in the remaining Forecast years.

Fines and Forfeitures: Fiscal Year 2023-24 is projected to be \$79,000 (16.3%) lower than the Fiscal Year 2022-23 Estimated. The Forecast period gradually increases the fines to prepandemic levels.



<u>Fiscal Year</u>	<u>Licenses, Permits &amp; Franchise Fees</u>	<u>Fines &amp; Forfeitures</u>	<u>Total Licenses, Permits &amp; Franchise Fees/ Fines &amp; Forf</u>	<u>% Change</u>
2018-19	5,470	978	6,448	4.7%
2019-20	5,596	768	6,364	(1.3%)
2020-21	5,365	312	5,677	(10.8%)
2021-22	5,619	317	5,936	4.6%
2022-23 *	6,057	486	6,543	10.2%
2023-24 **	6,331	407	6,738	3.0%
2024-25	6,484	437	6,921	2.7%
2025-26	6,641	475	7,116	2.8%
2026-27	6,804	501	7,305	2.7%
2027-28	6,970	501	7,471	2.3%

\* Estimated  
 \*\* Recommended  
 (dollars in thousands)

## **INTERGOVERNMENTAL**

Intergovernmental revenue is remitted or allocated to the City by other governmental agencies.

### **SOURCES**

- Other governmental agencies—Santa Clara County, State of California, U.S. government, and local government.

### **ECONOMIC FACTORS**

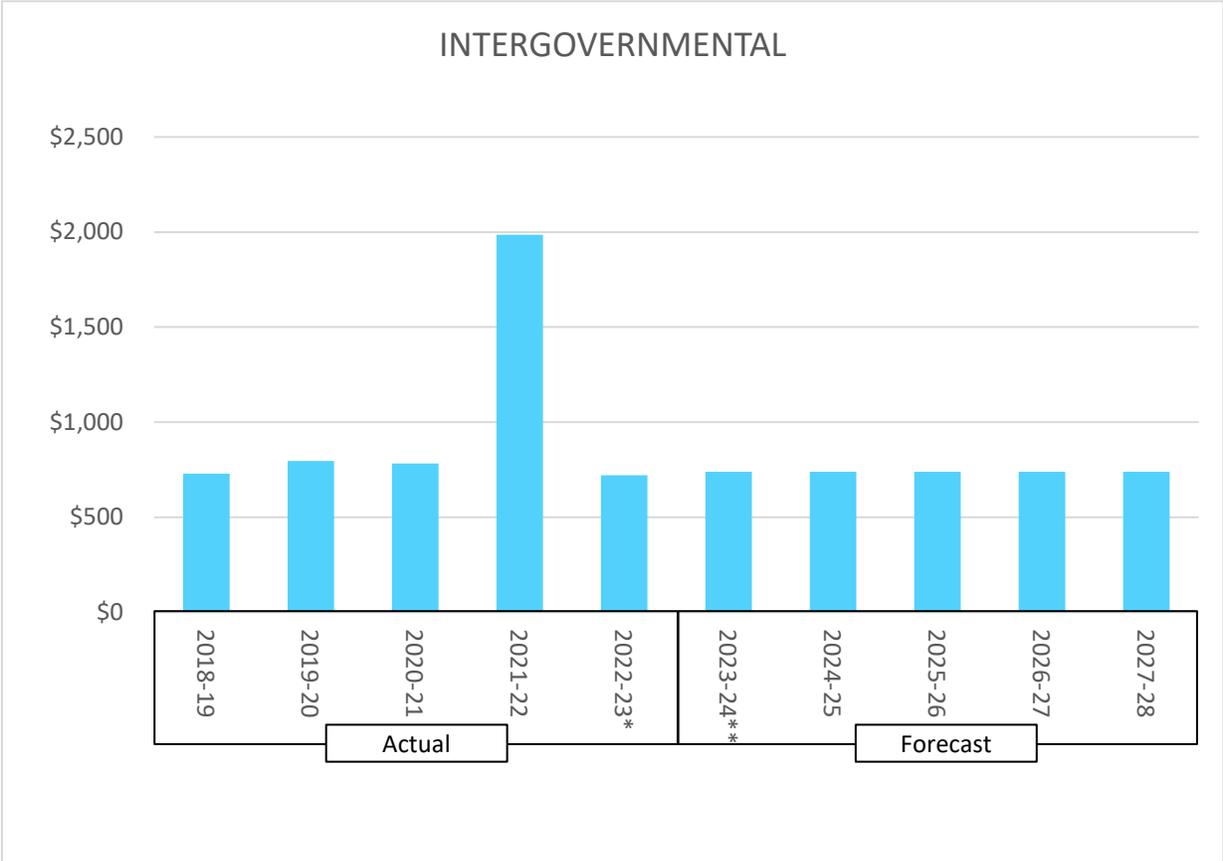
- Actions by the State Legislature.
- State and Federal regulations, legislation, and funded programs.

### **HISTORY**

For more than a decade, many revenues from the State have been reduced or eliminated, including Vehicle License Fees (VLF), Community-Oriented Policing Services (COPS), Public Library Funds, Rapid Enforcement Allied Computer Team (REACT), SB 90 mandate reimbursement, and other programs. Fiscal Year 2022-23 is estimated to be slightly higher overall compared to the Fiscal Year 2022-23 Adopted Budget and lower than the Fiscal Year 2021-22 Audited by \$1.3 million, primarily due a grant awarded to the Center for the Performing Arts (CPA).

### **FORECAST**

Fiscal Year 2023-24 is projected \$18,000 (2.6%) higher than Fiscal Year 2022-23 Estimated. The projected budget does not include any mandated reimbursement funding or intergovernmental grants and reimbursements as the amounts are variable. The remaining Forecast years are at essentially the same level.



<u>Fiscal Year</u>	<u>Intergovernmental</u>	<u>% Change</u>
2018-19	728	(10.9%)
2019-20	795	9.2%
2020-21	782	(1.6%)
2021-22	1,986	154.0%
2022-23 *	720	(63.7%)
2023-24 **	738	2.5%
2024-25	739	0.1%
2025-26	739	0.0%
2026-27	738	(0.1%)
2027-28	738	0.0%

\* Estimated  
 \*\* Recommended  
 (dollars in thousands)

## **CHARGES FOR SERVICES**

Charges for Services revenue is comprised of revenue from fees for services provided by various City departments, primarily related to recreation and development activities.

### **SOURCES**

- City Recreation programs.
- City sports facility use.
- Reimbursement of administrative costs related to private development activity.
- Center for the Performing Arts facility use and ticket services.

### **ECONOMIC FACTORS**

- State of the economy.
- Level of participation in City Recreation programs.
- Level of attendance at Center for the Performing Arts (CPA) programs.
- Level of development activity.

### **HISTORY**

In order to ensure appropriate pricing for services, during Fiscal Year 2009-10, staff initiated a Police services cost-of-service study, and the City Council approved a Recreation Cost Recovery Policy (Policy). As a result of these actions, increased recovery levels for services provided by other departments, and new or increased service fees were adopted. Subsequent to approval of the Policy, staff completed an analysis of participation levels, revenues, and changes in programming related to Recreation services. There was an indication that participation levels decreased in some programs, and the utilization of the fee waiver program increased (likely as a result of the struggling economy at that time). Therefore, the number of programs and classes was reduced as attendance did not achieve the minimum requirement authorized in the Policy, and new revenue sources, such as sponsorships, were approved.

As noted earlier, effective with the Fiscal Year 2014-15 Adopted Budget, Development Services was separated from the GOF in order to facilitate better tracking and accounting and allow for an effective way to match revenues and expenditures. The separation caused a significant decline in actual revenue from Fiscal Year 2013-14 to Fiscal Year 2014-15. The remaining development-related revenue is for Heritage tree applications and reimbursement to the GOF for administrative support provided to development projects.

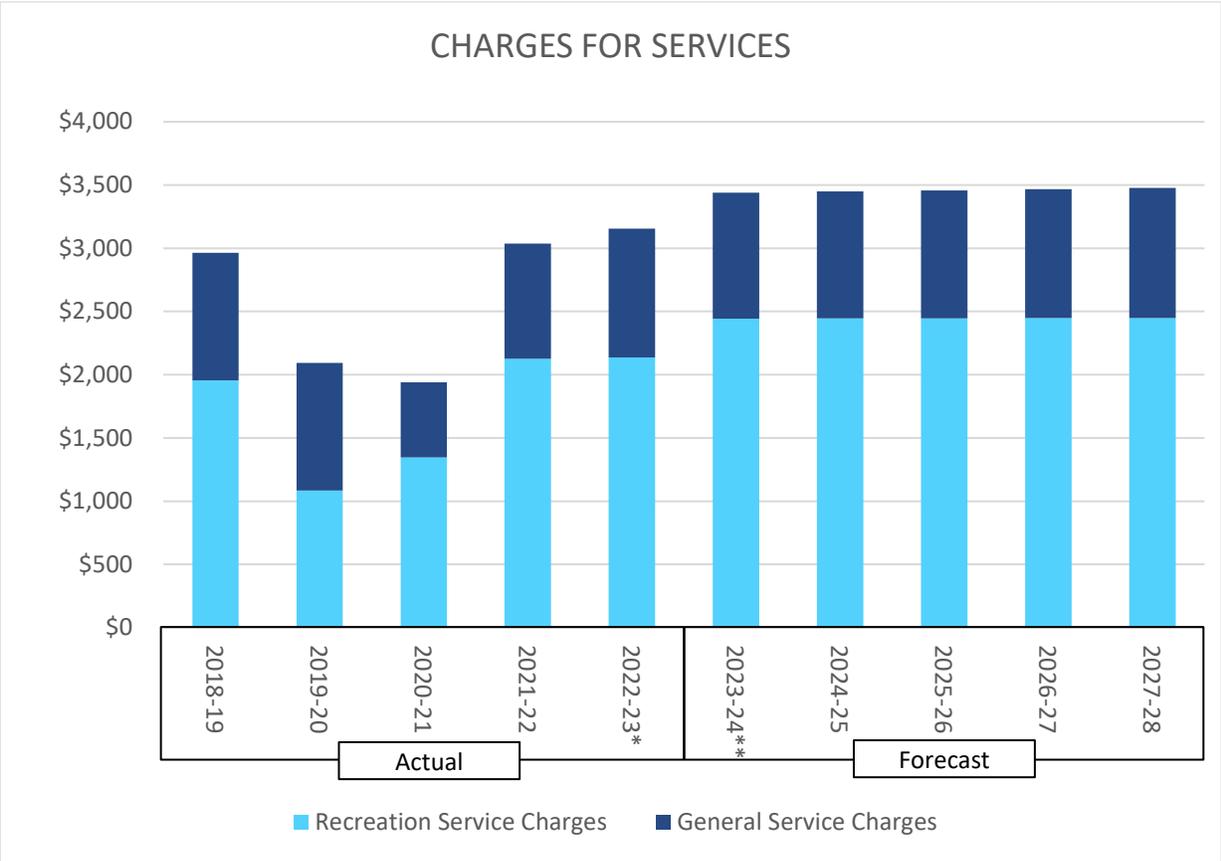
Staff continually reviews programming and pricing, adjusts as appropriate, and Recreation-related Service Charge revenue has continued to improve. Effective with the Fiscal Year 2015-16 Adopted Budget, some Charges for Services revenue was determined to be rental income and was moved to the appropriate revenue category.

On December 13, 2016, the City Council approved revision of the Recreation Financial Assistance Program (FAP) to a two-tier system which was implemented in September 2017. In addition, the City Council authorized staff to make future amendments to the FAP as part of the City's annual budget process and update the relevant information in the Master Fee Schedule. In order to ensure that cost recovery fees remain in line with actual costs the City will be engaging a consultant in Fiscal Year 2023-24 to perform a cost recovery study and analysis, which will result in updates to the City's Master Fee Schedule, including the possibility of new fees that are not currently on the Master Fee Schedule.

Total Service Charge revenue for Fiscal Year 2022-23 is estimated at \$3.2 million, \$299,000 (10.4%) higher than the Adopted Budget, primarily due to the strong revenue from Recreation offset by Short-Term Rental (STR) registration revenue, approximately \$134,000 lower than budget.

### **FORECAST**

Total Service Charge revenue for Fiscal Year 2023-24 is projected to be \$284,000 (9.0%) higher than Fiscal Year 2022-23 Estimated. Revenues are projected to increase incrementally in the remaining Forecast years.



<u>Fiscal Year</u>	<u>Recreation Service Charges</u>	<u>General Service Charges</u>	<u>Total Charges for Services</u>	<u>% Change</u>
2018-19	1,956	1,007	2,963	(7.6%)
2019-20	1,086	1,008	2,094	(29.3%)
2020-21	1,346	595	1,941	(7.3%)
2021-22	2,127	910	3,037	56.5%
2022-23 *	2,136	1,020	3,156	3.9%
2023-24 **	2,444	996	3,440	9.0%
2024-25	2,445	1,004	3,449	0.3%
2025-26	2,446	1,012	3,458	0.3%
2026-27	2,447	1,021	3,468	0.3%
2027-28	2,448	1,029	3,477	0.3%

\* Estimated  
 \*\* Recommended  
 (dollars in thousands)

## MISCELLANEOUS REVENUES

Miscellaneous Revenues is comprised of a variety of reimbursed services and nonspecific revenues.

### SOURCES

- Donations and grants.
- Reimbursements for services provided by the City.
- Miscellaneous.

### ECONOMIC FACTORS

- State of the economy.
- Grant availability, City applications, and grants awarded to the City.
- Services provided to businesses, school districts, and other agencies.

### HISTORY

The City receives numerous donations and grants for a variety of City programs and services, many of which are not budgeted. Appropriations are increased when a grant or donation is approved or the funds are received by the City.

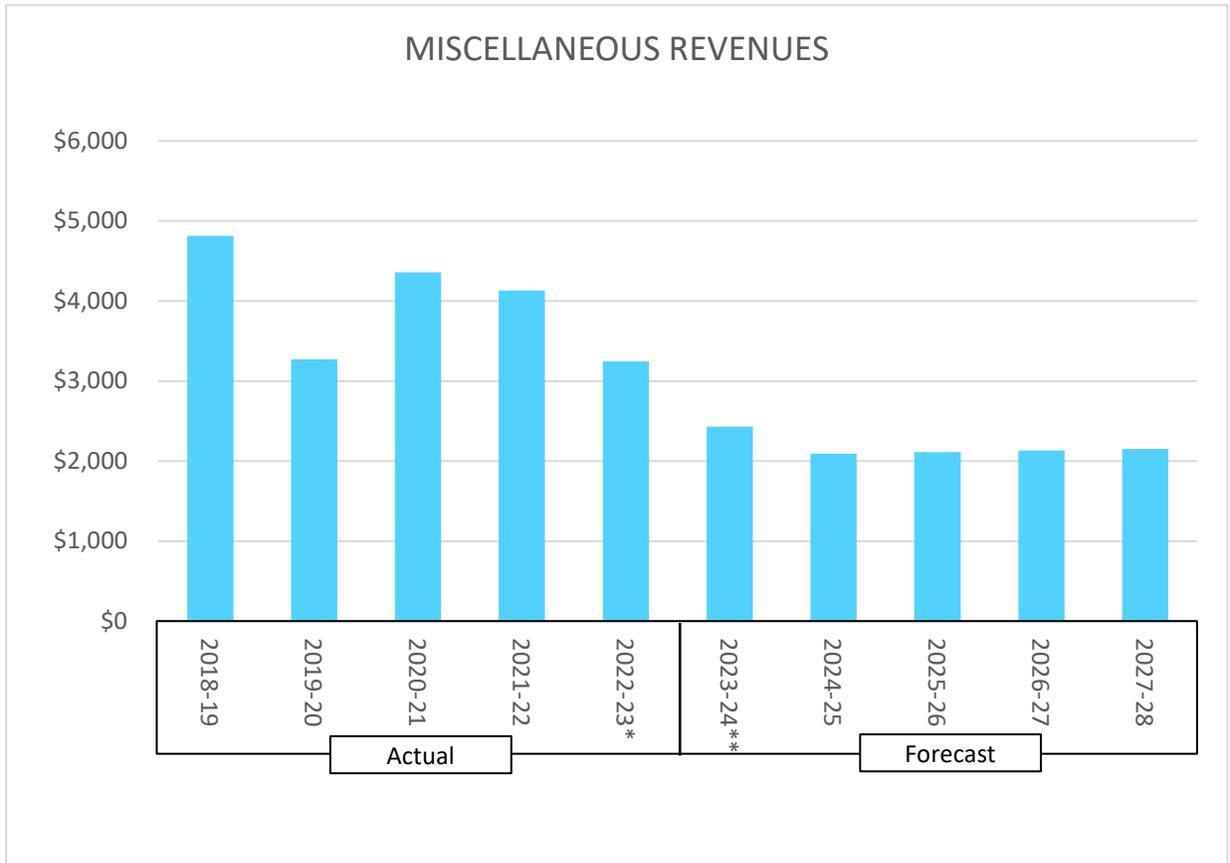
Some reimbursement for services provided in Fiscal Year 2022-23 and prior fiscal years are budgeted as they are ongoing in nature. Other reimbursements are one-time in nature and are not budgeted. The City provides the following categories of services:

- Maintenance services to the school districts for Graham Athletic Field, Whisman Sports Complex, and Mountain View Sports Pavilion.
- Mutual-aid fire support to other cities and the State of California which are later reimbursed by the State and Federal government.
- Public safety dispatch to the Midpeninsula Regional Open Space District (MROSD).
- Contractual first responder for Rural Metro.
- Staffing and other support for some Shoreline Amphitheatre events and other special events.

Total annual Miscellaneous Revenues vary, but over the past 10 years has averaged approximately \$3.6 million annually.

### **FORECAST**

Fiscal Year 2023-24 Miscellaneous Revenues are projected to be \$538,000 (28.4%) higher than the Fiscal Year 2022-23 Adopted Budget and, as discussed earlier, lower than the Fiscal Year 2022-23 Estimated as a result of grants, donations, and reimbursements not budgeted. The remaining Forecast period is projecting incremental increases with the exception of a decrease resulting from the City's agreement with Santa Clara County to provide first-responder support to Rural Metro expiring June 30, 2024.



<u>Fiscal Year</u>	<u>Miscellaneous Revenues</u>	<u>% Change</u>
2018-19	4,817	4.4%
2019-20	3,273	(32.1%)
2020-21	4,358	33.2%
2021-22	4,133	(5.2%)
2022-23 *	3,247	(21.4%)
2023-24 **	2,430	(25.2%)
2024-25	2,092	(13.9%)
2025-26	2,112	1.0%
2026-27	2,131	0.9%
2027-28	2,153	1.0%

\* Estimated  
 \*\* Recommended  
 (dollars in thousands)

## **INTERFUND REVENUES AND TRANSFERS**

Interfund Revenues result from internal charges for staff time, building space, and maintenance services provided to other funds and capital projects by the GOF. The cost of this internal support provided to other funds is calculated in the City's Full Cost Allocation Plan (Plan). Interfund Transfers include transfers from a variety of other funds.

### **SOURCES**

- Interfund Revenues are reimbursements to the GOF for internal support services provided to other funds and capital improvement projects.
  
- Interfund Transfers are transfers from other City funds.

### **ECONOMIC FACTORS**

- Level and cost of services provided by GOF staff to other funds and capital improvement projects.

### **HISTORY**

Interfund Revenues: In the early 1990s, with the assistance of a cost plan consultant, the City began preparing and utilizing a full cost plan allocation for reimbursement to the GOF. The Plan has been updated approximately every two to four years, most recently during Fiscal Year 2014-15 and the results incorporated for Fiscal Year 2015-16. Fiscal Year 2022-23 revenue is estimated to be \$954,000 higher than budget, primarily as capital improvement project expenditures have been higher, generating a higher level of reimbursement.

Interfund Transfers: These vary from year to year and are both ongoing and one-time/limited-period in nature. Fiscal Year 2022-23 Estimated includes the annual transfers from the Gas Tax and Parking District funds, net operating income from Shoreline Golf Links and Michaels at Shoreline Restaurant, and one-time transfers from the GF Reserve.

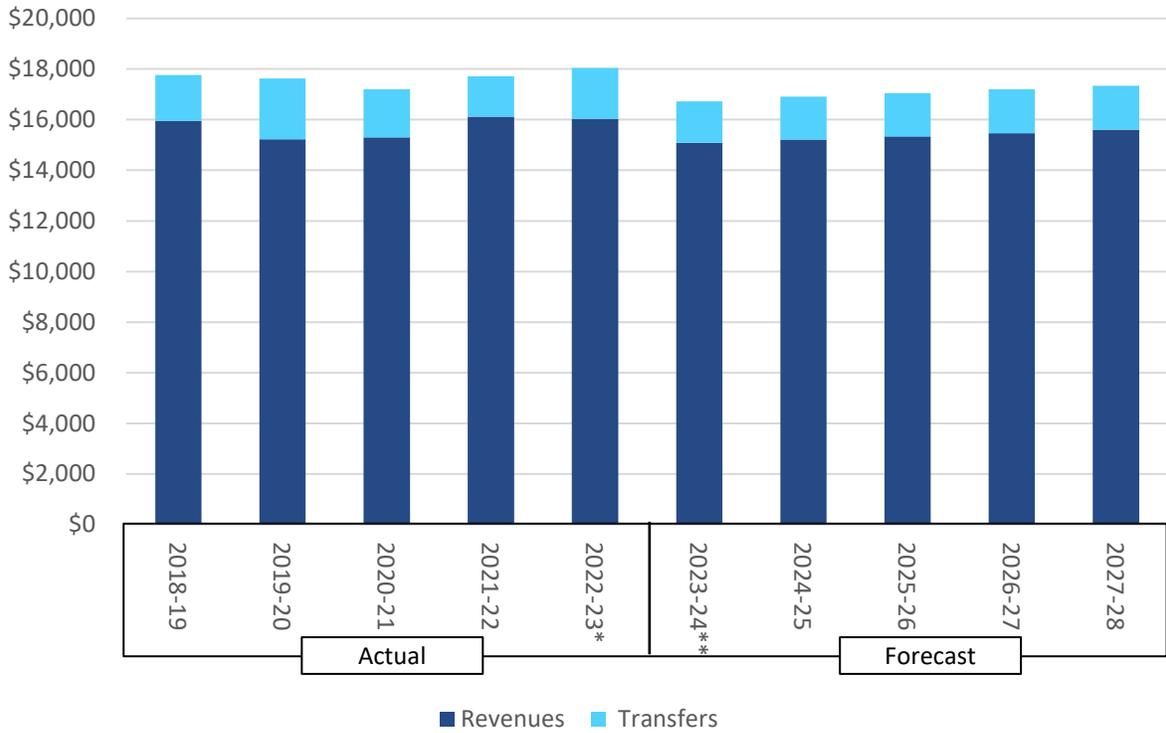
In April 2011, the City executed a long-term (52 years) ground lease with Google LLC (Google) for the other portion of the Charleston East site which became effective in June 2011. Google remitted \$30.0 million in prepaid rent to the City which is invested and generates annual investment earnings. The \$30.0 million of prepaid rent was received from Google for the Charleston East site when the portfolio yield was above 2.5% and the average annual rate was projected at 3.5% for the 52 years. However, due to the previous recession, the FOMC reduced interest rates and the actual investment yields have currently been significantly lower than the 3.5% originally projected. This low interest rate environment lasted longer than anticipated; therefore, in order to preserve the principal amount of the prepaid rent, beginning in Fiscal Year 2014-15, Council agreed to defer transfers until interest rates regain prior levels and revenues can be reevaluated.

## **FORECAST**

Interfund Revenues: Fiscal Year 2023-24 Interfund Revenues include reimbursement from various funds which receive support from the GOF. The remaining Forecast period includes annual increases of less than 1.0%.

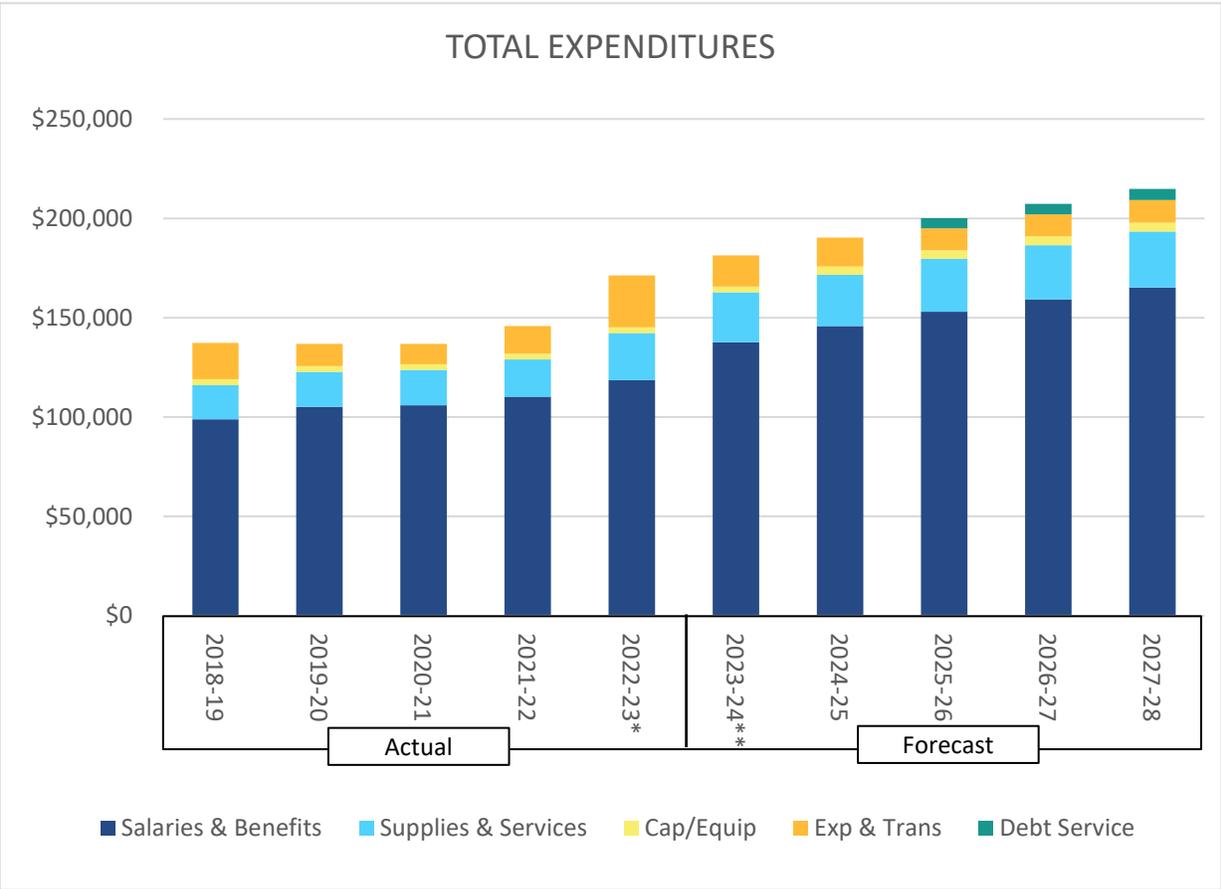
Interfund Transfers: For Fiscal Year 2023-24, Interfund Transfers include \$1.4 million of reimbursement from the Gas Tax Fund, \$150,000 of net operating income from Shoreline Golf Links and Michaels at Shoreline Restaurant, and \$108,000 of reimbursement from the Parking District. As discussed previously, the transfer from the Lease Reserve continues to be deferred. The remaining Forecast period projects the remaining transfers are either level or increasing slightly.

## INTERFUND REVENUES AND TRANSFERS



Fiscal Year	Interfund Revenues	Interfund Transfers	Total Interfund Rev & Trans	% Change
2018-19	15,958	1,808	17,766	8.7%
2019-20	15,221	2,404	17,625	(0.8%)
2020-21	15,305	1,890	17,195	(2.4%)
2021-22	16,114	1,605	17,719	3.0%
2022-23 *	16,029	2,012	18,041	1.8%
2023-24 **	15,085	1,632	16,717	(7.3%)
2024-25	15,212	1,696	16,908	1.1%
2025-26	15,340	1,710	17,050	0.8%
2026-27	15,470	1,724	17,194	0.8%
2027-28	15,602	1,738	17,340	0.8%

\* Estimated  
 \*\* Recommended  
 (dollars in thousands)



<u>Fiscal Year</u>	<u>Total Expenditures</u>	<u>% Change</u>
2018-19	137,279	12.8%
2019-20	136,911	(0.3%)
2020-21	136,811	(0.1%)
2021-22	145,825	6.6%
2022-23 *	171,341	17.5%
2023-24 **	181,347	5.8%
2024-25	190,300	4.9%
2025-26	200,146	5.2%
2026-27	207,367	3.6%
2027-28	214,807	3.6%

\* Estimated  
 \*\* Recommended  
 (dollars in thousands)

The Fiscal Year 2023-24 recommended expenditures and all forecast years do not include the projected operating budget savings.

## **SALARIES AND BENEFITS**

The Salaries and Benefits category makes up the largest component of GOF expenditures and represents all personnel-related costs.

### **CATEGORIES**

- Salaries.
- Wages.
- Overtime.
- Other Pays (e.g., holiday-in-lieu, out-of-class, etc.).
- Health Benefits.
- Retirees' Health.
- California Public Employees Retirement System (CalPERS).
- Workers' Compensation.
- Unemployment Insurance.
- Other Benefits (e.g., life insurance, long-term disability, FICA, etc.).

### **HISTORY**

The City is primarily a service organization, based on the efforts of our employees. The City is obligated by law to meet and confer with bargaining units and also meets with other employees on matters of employee compensation. There are four recognized bargaining groups in the City: the Police Officers Association (POA sworn and nonsworn), the Mountain View Professional Firefighters Union (MVFF Local 1965), the Service Employees International Union (SEIU Local 715), and the EAGLES (Management, Professional, and certain Front-Line positions). The remaining employees include certain unrepresented Management, Professional, Confidential, and Front-Line positions. The outcome of negotiations with each group is a major factor in salary and benefit costs.

Since Fiscal Year 2000-01, there have been two downturns in the economy resulting in a net reduction of approximately 70.0 positions and other employee compensation cost containment. From Fiscal Year 2009-10 to Fiscal Year 2013-14, a salary freeze was in effect for two to four years, depending on the employee group. During Fiscal Year 2011-12, the City negotiated three-year contracts with all employee groups that expired June 30, 2015, then two-year contracts

were negotiated with all employee groups that expired June 30, 2017, then three-year contracts were negotiated with all employee groups that expired June 30, 2020, then two-year contracts were negotiated with all employee groups that expired June 30, 2022. Staff worked with employee groups to extend the contracts for another two years through June 30, 2024 with a reopener for salary in the second year. Staff negotiated with employee groups for the new salary increases and the agreements were extended through June 30, 2024. Actual and estimated COLAs are built into this Forecast for budget purposes. Additional cost-containment measures that became effective for Fiscal Year 2012-13 for all or some of the employee groups included maximum vacation accruals, modified sick-leave incentive program, HMO medical plan copay, option of new high-deductible health plans, improved alignment of dental and vision plans between groups, and Retirees' Health Trust contributions.

Pension costs have increased dramatically since 2000, when pension costs were \$2.9 million (4.7% of GOF expenditures), compared to \$28.1 million (17.1% of GOF expenditures) adopted for Fiscal Year 2022-23. Pension costs continue to increase and, in many cities, the employer pays some or all of the employee contribution. Mountain View employees not only pay the full employee contribution, but they also pay a portion of the employer contribution. This was an unusual and progressive arrangement when instituted in Mountain View and reflects the collaborative approach of our employees. For Fiscal Year 2022-23, employee shares range from 10.5% to 17.4%, depending on the employee group.

In 2012, structural changes were adopted Statewide with the Public Employees' Pension Reform Act (PEPRA). For new employees hired on January 1, 2013 and thereafter, reduced benefit formulas and increased retirement ages became effective. However, the changes resulting from pension reform will likely not be realized for 15 years or more, until there are a majority of employees under the new formula.

As a result of the significant financial losses to CalPERS during the Great Recession and the resulting impacts to the financial sustainability of the pension plans, many changes in the way CalPERS rates are calculated have been adopted in the past several years, as detailed below:

- In March 2012, the CalPERS Board approved the reduction of 0.25% in the discount rate used to calculate the pension liability and corresponding employer contribution rates. The impact was a 0.92% and 1.4% employer rate increase for miscellaneous employees and a 2.56% and 1.6% employer rate increase for safety employees for Fiscal Years 2013-14 and 2014-15, respectively. For Mountain View, this resulted in an increase to pension costs of \$1.3 million (net of additional cost share) phased in over two years.
- On April 17, 2013, the CalPERS Board adopted recommendations of the Chief Actuary that changed the methodology for the amortization and smoothing of rates. Overall, the methods were expected to result in higher volatility in employer rates in normal years, but less volatility in employer rates in years where extreme events occur (e.g., significant investment losses). The method was expected to result in increased employer rates over

time, but was also expected to result in improved funding levels. This change was reflected in the employer rates beginning in Fiscal Year 2015-16.

- On February 18, 2014, the CalPERS Board adopted changes as a result of the demographic study. The study resulted in increased rates as life expectancy continues to rise. Generational mortality tables were also incorporated in the actuarial assumptions. The demographic changes were anticipated to raise rates by 4.5% and 7.05% over five years, for miscellaneous and public safety, respectively. This impact was reflected in the employer rates beginning in Fiscal Year 2016-17.
- On November 18, 2015, the CalPERS Board adopted an approach to mitigate future rate volatility. The Funding Risk Mitigation Policy included attributes of the flexible glide path methodology, a lowering of the discount rate, and expected investment volatility following a great investment return with reviews to allow the ongoing monitoring and assessing of the progress toward reducing risk and investment volatility in the funding of the pension system.
- On December 21, 2016, the CalPERS Board approved lowering the discount rate from 7.5% to 7.0%. The reduction was phased in over three years beginning in Fiscal Year 2018-19 for local governments with the full impact reached in Year 7 (Fiscal Year 2024-25) due to the five-year ramp-up and ramp-down methodology previously adopted. CalPERS initially indicated the reduction would result in employer normal costs rate increases between 1.0% and 3.0% of payroll for most miscellaneous plans and increases of 2.0% to 5.0% for most safety plans. In addition, CalPERS estimated increases of 30.0% to 40.0% in unfunded accrued liability (UAL) annual payments. Rates provided in the June 30, 2016 actuarial valuation showed the impact to the rates were not as drastic as CalPERS originally indicated: 1.9% and 3.1% for Miscellaneous and Safety normal cost, respectively, and 11.5% and 14.2% for Miscellaneous and Safety UAL, respectively.
- On February 14, 2018, the CalPERS Board adopted changes to the Amortization Policy to shorten the amortization period from 30 years to 20 years for new gains and losses and remove the ramp-up and ramp-down effects attributable to assumption, noninvestment, and investment gains and losses. The policy changes were effective June 30, 2019.

These actions have been adopted to maintain the financial sustainability of the pension fund; however, they have also resulted in higher rates for the City. The City Council approved additional contributions (including the CalPERS Discount Rate Change Funding Strategy proposed by staff to pay down the unfunded CalPERS liability) from the General Fund totaling \$33.5 million from a combination of carryover funds and budgets since Fiscal Year 2014-15 through Fiscal Year 2022-23. The GOF represents approximately 78.0% of the total CalPERS contribution; therefore, additional contributions from the Other Funds, proportional to the GOF contribution, were also included in Fiscal Years 2015-16 through 2022-23.

## **FORECAST**

The discussion below includes information regarding COLAs and medical rates and comparisons of projected costs.

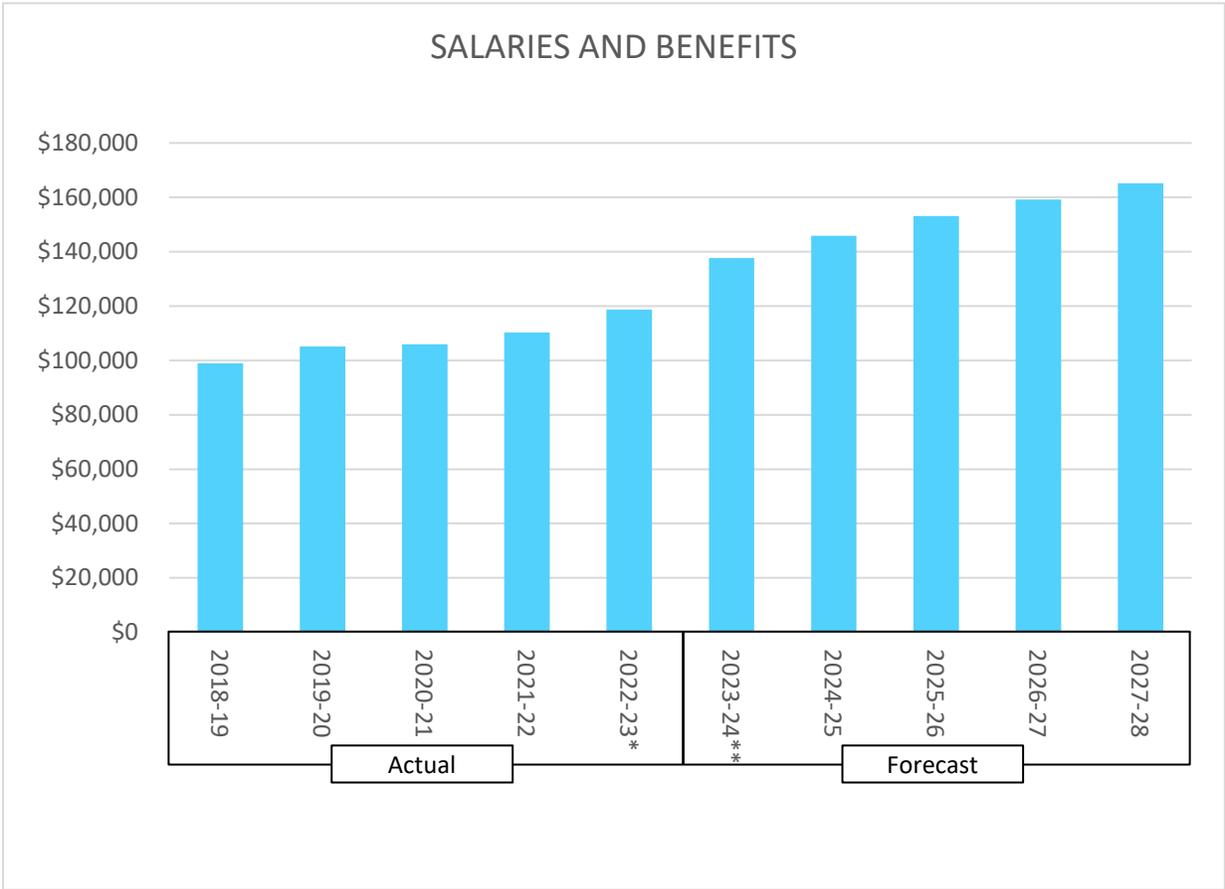
All current labor agreements are effective through June 30, 2024. Fiscal Year 2023-24 includes COLAs based on the amended agreements, and an estimated COLA is included in the remaining Forecast years. All Forecast years also include step and merit increases.

Fiscal Year 2023-24 medical insurance rates are projected to increase 5.0% to 7.0% (depending on the health plan), for the second half of the fiscal year and dental rates are projected to increase 2.0%. The remaining Forecast years assume medical rates will increase 5.0% to 7.0% annually (depending on the health plan) and dental rates will continue to increase by 2.0% annually.

For Fiscal Year 2023-24, retirement benefit costs (including the cost for new positions) are projected to increase 8.2% compared to the Fiscal Year 2022-23 Adopted Budget. The Forecast years include the rates provided in the June 30, 2021 CalPERS actuarial valuations that determine the rates for Fiscal Year 2023-24. Retirement costs are impacted by salary increases (COLAs, steps, and merits) and CalPERS rates, which include the impact of the discount rate change. The Forecast does not include additional ADP funding from the GOF to pay down the unfunded CalPERS pension obligation with additional contributions, as the City has been able to do for seven of the past nine fiscal years. However, additional discretionary payments from the GNOF are recommended.

Beginning with the June 30, 2015 CalPERS actuarial valuation report (rates for Fiscal Year 2017-18), CalPERS provides a rate for the normal cost component and a flat dollar payment for the UAL. Staff then converts the flat-dollar UAL payment into a rate based on estimated payroll provided in the CalPERS actuarial report in order to distribute the cost to all funds through payroll. Below are the projected employer rates provided in the June 30, 2021 actuarial valuations (the valuation for Fiscal Year 2023-24 rates and estimates through Fiscal Year 2028-29). It should be noted that these rates do not include the potential impact from CalPERS investment results for the fiscal year ending June 30, 2022.

	<b>FY</b>	<b>FY</b>	<b>FY</b>	<b>FY</b>	<b>FY</b>	<b>FY</b>
	<b>2023-24</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>2028-29</b>
Miscellaneous	33.910	32.500	30.700	29.000	27.100	27.000
Safety	56.230	54.100	51.100	48.100	44.700	44.200



<u>Fiscal Year</u>	<u>Salaries and Benefits</u>	<u>% Change</u>
2018-19	98,894	5.6%
2019-20	105,185	6.4%
2020-21	105,929	0.7%
2021-22	110,238	4.1%
2022-23 *	118,674	7.7%
2023-24 **	137,663	16.0%
2024-25	145,888	6.0%
2025-26	153,089	4.9%
2026-27	159,266	4.0%
2027-28	165,210	3.7%

\* Estimated  
 \*\* Recommended  
 (dollars in thousands)

Fiscal Year 2016-17 includes an additional \$2.0M CalPERS contribution and Fiscal Years 2017-18 through 2019-20 include an additional \$4.0M CalPERS contribution.

## **SUPPLIES AND SERVICES**

The Supplies and Services category makes up the second largest component of GOF expenditures and represents costs of operations.

### **CATEGORIES**

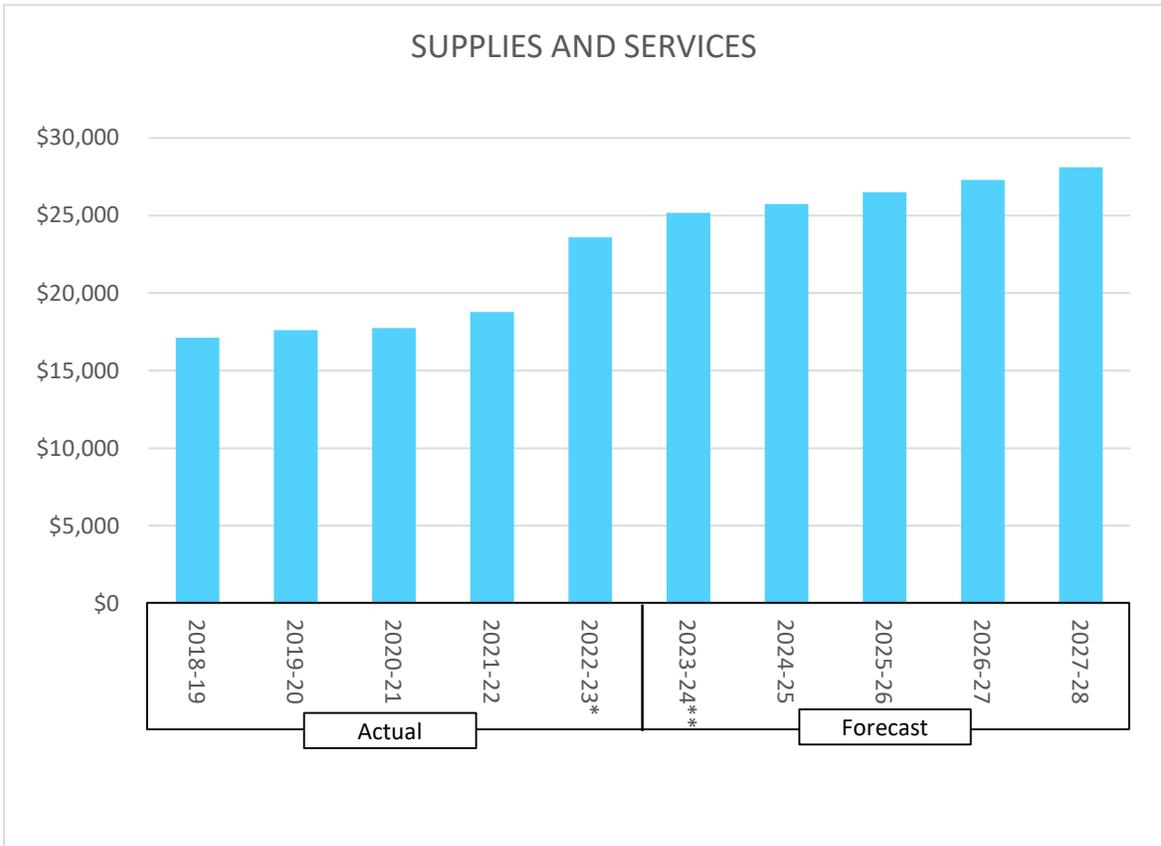
- Materials and Supplies.
- Maintenance and Operations.
- Utilities.
- Professional/Technical Services.
- Training, Conference, and Travel.
- Miscellaneous Expenditures.

### **HISTORY**

The budget for Supplies and Services has fluctuated depending on economic conditions impacting the GOF, and staff was able to contain costs, particularly during recessionary times in the past. However, there were significant cost increases in Fiscal Year 2022-23 due to the recent higher than normal inflation.

### **FORECAST**

Fiscal Year 2023-24 (including recommended discretionary and nondiscretionary increases) is increasing \$3.3 million (15.3%) compared to the Fiscal Year 2022-23 Adopted. The increase is primarily related to IT services and software licenses, gas and electricity cost increases, legal services, and operating costs for the Rengstorff Park Aquatics Center. The remainder of the Forecast period includes average annual changes of 3.0%.



<u>Fiscal Year</u>	<u>Supplies and Services</u>	<u>% Change</u>
2018-19	17,128	6.5%
2019-20	17,611	2.8%
2020-21	17,753	0.8%
2021-22	18,784	5.8%
2022-23 *	23,585	25.6%
2023-24 **	25,171	6.7%
2024-25	25,727	2.2%
2025-26	26,498	3.0%
2026-27	27,293	3.0%
2027-28	28,112	3.0%

\* Estimated  
 \*\* Recommended  
 (dollars in thousands)

## **CAPITAL OUTLAY AND EQUIPMENT REPLACEMENT**

The Capital Outlay and Equipment Replacement category represents the new and replacement equipment needs of the City. Although Capital Outlay is one-time in nature, the City includes this category in the Operating Budget to reflect capital needs on an annual basis. In addition, annual contributions to the Equipment Replacement Fund are made by other funds as appropriate, based on the equipment used by each of those operations. Equipment replacement expenses are accounted for in the Equipment Replacement Reserve Fund.

### **CATEGORIES**

- Capital Outlay.
- Equipment Replacement.

### **HISTORY**

Capital Outlay: Annual expenditures have grown as a result of an increased level of technology and related equipment, an increase in the number and quality of safety vehicles, and the addition of hybrid vehicles to the fleet. This category is also influenced by the economic condition impacting the GOF and has experienced fluctuations over the past 10 fiscal years. For the past decade, annual budgeted expenditures for Capital Outlay have ranged between \$200,000 and \$525,000. For Fiscal Year 2022-23, Capital Outlay was funded at \$229,200.

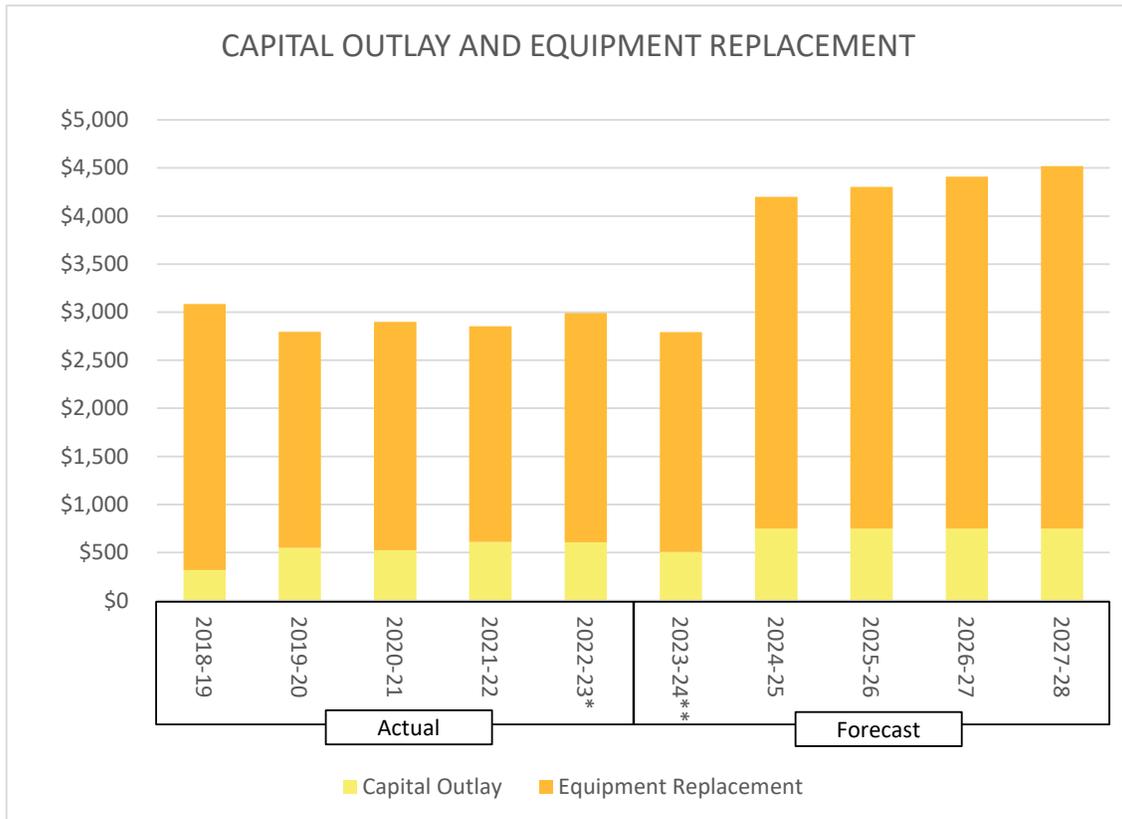
Equipment Replacement: The Equipment Replacement Reserve was funded with year-end General Fund carryover in Fiscal Years 1992-93 and 1993-94. Subsequently, appropriations were gradually increased until the GOF was fully funding its share in Fiscal Year 2001-02. Then, after several years of reduced contributions, a review of cost methodologies, useful life assumptions, and annual contributions was completed in Fiscal Year 2005-06, and staff concluded annual funding would need to be restored in order to financially sustain the replacement schedule. This was accomplished through a combination of increasing operating budget contributions supplemented by General Fund carryover. Beginning in Fiscal Year 2009-10, the full share of funding is budgeted in the GOF. The Fiscal Year 2022-23 contribution to Equipment Replacement was \$2.4 million.

### **FORECAST**

Capital Outlay: For Fiscal Year 2023-24, the Capital Outlay has a budget of \$506,000, and for the remainder of the Forecast period, Capital Outlay is budgeted at \$750,000.

Equipment Replacement: The GOF contribution for Fiscal Year 2023-24 is decreasing by 4.0% to \$2.3 million. The savings are a result of equipment items that have reached their life expectancy but have not been replaced as they are still in good working condition. This is a one-time reduction as when this equipment is replaced, the full annual funding will be required again.

Fiscal Year 2024-25 is increasing 50.8% to \$3.4 million with the assumption that deferred equipment will be replaced, and all equipment will need to return to full funding.



Fiscal Year	Capital Outlay	Equipment Replacement	Total Capital Outlay & Equip. Replcmnt.	% Change
2018-19	318	2,768	3,086	(3.1%)
2019-20	549	2,248	2,797	(9.4%)
2020-21	526	2,373	2,899	3.6%
2021-22	609	2,245	2,854	(1.6%)
2022-23 *	608	2,382	2,990	4.8%
2023-24 **	506	2,286	2,792	(6.6%)
2024-25	750	3,449	4,199	50.4%
2025-26	750	3,552	4,302	2.5%
2026-27	750	3,659	4,409	2.5%
2027-28	750	3,769	4,519	2.5%

\* Estimated  
 \*\* Recommended  
 (dollars in thousands)

## INTERFUND EXPENDITURES AND TRANSFERS

This category includes Self-Insurance funding and Interfund Transfers. Self-Insurance represents the GOF's share of insurance costs accounted for in the Internal Service Funds such as General Liability, Retirees' Health, and Vision Care. Special Funds and the Enterprise Funds also contribute to self-insurance. Interfund Transfers includes any transfers from the GOF to another fund (with the exception of the Equipment Replacement Transfer).

### CATEGORIES

- General Liability.
- Vision Care.
- Retirees' Health Program.
- Housing.
- Limited-Period Needs.
- Capital Improvements.
- Strategic Property Acquisition.

### HISTORY

General Liability: In Fiscal Year 1993-94, the City joined a liability insurance pool (ACCEL) with other select medium-sized cities for the provision of coverage in excess of the \$1.0 million self-insured retention (SIR). Beginning in Fiscal Year 2001-02, funding of liability insurance was spread to all funds which receive a benefit from this insurance coverage. Previously, the cost was funded entirely by the GOF. Fiscal Year 2022-23 transferred \$1.0 million to the Liability Insurance Fund at midyear to help balance the fund.

Vision Care: Vision care claims for employees and retirees with the City's Health Net medical coverage and safety employees and retirees who are covered by the CalPERS health insurance program (PEMHCA), and reimbursement for safety glasses submitted by current employees are paid for by the Employee Benefits Fund. The annual cost of this program is allocated to other funds as appropriate.

Retirees' Health Insurance Program: The medical premiums for eligible retirees are paid by the Retirees' Health Fund. Council began allocating funds to this reserve beginning in Fiscal Year 1992-93, although the City is not required to fund this liability.

In 2004, the Government Accounting Standards Board (GASB) published Statement No. 45—*Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions* (OPEB)—which required the City report the annual cost of this liability in the City’s Annual Comprehensive Financial Report (ACFR) beginning in Fiscal Year 2007-08. The Retirees Health program encompasses annual funding of the normal cost (NC), annual self-insurance funding of the unfunded actuarial accrued liability (UAAL) and periodically includes additional funding transfers from the GOF. An actuarial report was completed and beginning in Fiscal Year 2006-07, the calculated NC portion for current employees has been budgeted in all the affected funds. In addition, for Fiscal Year 2006-07, Council approved contributions from other funds for their proportionate share of the UAAL. The combined NC and the amortization of the UAAL represents the annual required contribution (ARC). The City has committed to contributing the ARC on an annual basis. The actuarial valuation is required to be updated every two years and was most recently updated as of June 30, 2021.

In February 2008, Council approved an agreement authorizing the City’s participation in the CalPERS-administered CERBT Fund, and in February 2009, the City began depositing funds into the CERBT. The balance in the CERBT is \$151.5 million as of June 30, 2022. All funds have fully contributed to their share of the actuarial accrued liability. However, changes such as the option to choose the Defined Contribution plan has added volatility to calculating the actuarial accrued liability for each fund. Staff will continue calculations as valuations are updated. The City Council has approved additional General Fund contributions totaling \$11.5 million from Fiscal Years 2014-15 through 2018-19. As part of the agreement for Public Safety to move to the CalPERS Health Care system, Public Safety employees are contributing an ongoing 1.2% of salary towards the OPEB liability.

GASB Statement No. 75, *Accounting and Financial Reporting by Employers for Post-Employment Benefits Other than Pensions*, is effective with the fiscal year ending June 30, 2018. The new OPEB standard parallels the pension standard issued with GASB Statement No. 68, *Financial Reporting for Pension Plans*, which essentially requires the City to report the unfunded liability on the face of the City’s financial statements and enhances the note disclosures and required supplementary information (RSI) the City’s OPEB liability.

Housing: As a result of the dissolution of the former Revitalization Authority (RDA), the GOF now receives its share of the former RDA property taxes. For Fiscal Years 2014-15 and 2015-16, 20.0% of the GOF share has been appropriated for low- and moderate-income housing as limited-period funding in the General Non-Operating Fund. As directed by Council, beginning Fiscal Year 2016-17, the budget includes an annual transfer of these property taxes, in the amount of \$51,000, to the General Housing Fund. In addition, the Fiscal Year 2016-17 Adopted Budget included a transfer from the General Non-Operating Fund to the General Housing Fund for the balance of prior fiscal year funds.

In November 2018, Mountain View voters approved Measure P, which restructured the City’s Business License Tax. The new structure is an incremental, progressive tax based on number of employees. As previously noted, the City Council earmarked by resolution 80.0% of the increased

tax revenue for transportation and 10.0% for housing. Fiscal Year 2021-22 transferred \$603,000 and Fiscal Year 2022-23 is estimated at \$575,800, representing 10.0% of the increased Business License Tax revenue.

General Non-Operating Fund (GNOF): As directed by the City Council at the Fiscal Year 2016-17 budget public hearing, the Adopted Budget included a transfer of \$500,000 to the GNOF to fund a one-time employee bonus, recruitment strategies and employee engagement activities, and a new limited-term Communications Training Supervisor position. At the April 30, 2019 Study Session, the City Council directed staff to allocate funding of \$7.5 million for sustainability efforts. This allocation is made up of \$4.5 million from the GOF carryover for Fiscal Year 2018-19, \$2.0 million originally designated for the SPAR in Fiscal Year 2018-19, and \$1.0 million from the GOF in Fiscal Year 2019-20. A Sustainability CIP is included in Fiscal Year 2019-20 with all funding sources transferred to the GNOF and the total \$7.5 million transferred to the Sustainability CIP.

General Fund Reserve: For Fiscal Year 2018-19 and 2019-20, transfers of \$1.0 million and \$2.0 million, respectively, from the General Fund were included. For Fiscal Year 2022-23, a transfer of \$1.6 million is included. The transfers are required to bring this reserve above the minimum level of 20.0% of operating expenditures.

GF Budget Contingency Reserve: The full amount of projected annual revenues from the Ameswell property is estimated at over \$4.1 million. The majority of this revenue is currently earmarked to fund the Public Safety Building Project (see Debt Service section).

During the Fiscal Year 2017-18 budget process, a strategy was adopted for the Ameswell property revenue received in the fiscal years prior to the beginning of debt service to be transferred to this reserve and used for a limited-period need. The Fiscal Year 2017-18 Adopted Budget included a transfer of \$755,400 to the Budget Contingency Reserve; however, only \$35,000 was transferred as the project was delayed and the building permit was not issued until June 2018. Fiscal Year 2018-19 included a transfer of \$1.4 million, which reflected a full year of office-based rent and property taxes. Fiscal Years 2019-20 through 2021-22 included total annual transfers between \$1.5 million and \$2.8 million, which included sales tax and TOT in the last year when the Ameswell Hotel opened July 2021. As part of the Fiscal Year 2022-23 budget adoption process, Council approved all revenue generated from the Ameswell property would be set-aside for the Public Safety Building project. The Fiscal Year 2022-23 Estimated includes a transfer of \$1.0 million midyear and a transfer total of \$3.9 million at year-end, which is a combination of rent, TOT, sales tax, and property taxes.

GF Transportation Reserve: A number of priority transportation projects were identified, and a new Transportation Reserve was established Fiscal Year 2018-19 with \$2.0 million initial funding from the Fiscal Year 2017-18 GF carryover and \$2.0 million funding from the Fiscal Year 2018-19 GOF. Fiscal Year 2021-22 included a transfer of \$4.8 million for 80.0% of the increased business license tax revenue. Fiscal Year 2022-23 includes a transfer of \$4.6 million from the business license tax.

GF Capital Improvement Reserve: By mid-Fiscal Year 2017-18, the decennial revaluation process had been completed for the three City-owned land leases between the City and Google. Based on the revaluations of the three sites, annualized rent payments increased approximately \$6.8 million. It is probable that during the time span before the next decennial adjustment in April 2026, there will be at least one economic downturn, and if a downturn occurs when a revaluation occurs, the lease revenues to the City could decline. Staff reviewed the changes in AV for the past 13 years and identified a potential 15.0% loss in secured AV in the event of an economic downturn. Therefore, to reduce dependency on these revenues, staff recommended, and the City Council adopted, a strategy to set aside 10.0% of this potential decline in lease revenues (“at-risk” lease revenue) to fund future capital projects. In Fiscal Year 2017-18, a potential 10.0% decline in revenues, calculated at \$1.2 million, was transferred to the Capital Improvement Reserve to fund projects in Fiscal Year 2018-19 or later. In Fiscal Year 2018-19, a total \$3.4 million was transferred; \$1.4 million in “at-risk” lease revenue, and an additional \$2.0 million from GOF balance for potential debt service to fund the Public Safety Building project should the City Council desire to fund the project sooner than revenues from the Ameswell development will be received. Fiscal Year 2019-20 included \$1.5 million in “at-risk” revenue and an additional \$3.0 million allocation for potential debt service to fund the Public Safety Building project; however, with the impact of COVID-19 on GOF revenues, this \$3.0 million transfer was reversed midyear. Fiscal Year 2022-23 includes \$1.7 million in “at-risk” revenue and an additional \$4.0 million was transferred midyear.

GF Strategic Property Acquisition Reserve (SPAR): The City has successfully leveraged City-owned property for ongoing revenues and setting aside available resources in the SPAR could assist in obtaining future strategic properties. The Fiscal Years 2016-17 and 2017-18 Adopted Budgets included transfers of \$2.0 million each in order to increase the available funding for future property investment. For Fiscal Year 2018-19, the budget included a transfer of \$2.0 million to the SPAR; however, as stated above, at the April 30, 2019 Study Session, the City Council directed staff to, instead, use the \$2.0 million for sustainability efforts. For Fiscal Year 2022-23, \$3 million was transferred midyear.

## **FORECAST**

General Liability: The Fiscal Years 2022-23 through 2026-27 projections are based on maintaining the minimum policy level for reserve balances. The City currently has a \$1.0 million SIR. For Fiscal Year 2023-24, the GOF recommended contribution is \$2.6 million for the cost of claims and administering the program, a 1.9% decrease from Fiscal Year 2022-23 Adopted. The remaining Forecast period includes 3.0% annual increases.

Vision Care: The cost of the self-funded vision plan has gone down based on usage and, thus, the GOF’s share of funding has decreased for Fiscal Year 2022-23.

Retirees’ Health Insurance Program: The City has made great strides toward funding the AAL. The actuarial valuation was updated as of June 30, 2021, along with projections for the following five years. For Fiscal Year 2022-23, the estimated AAL is \$154.2 million, using a 6% discount rate,

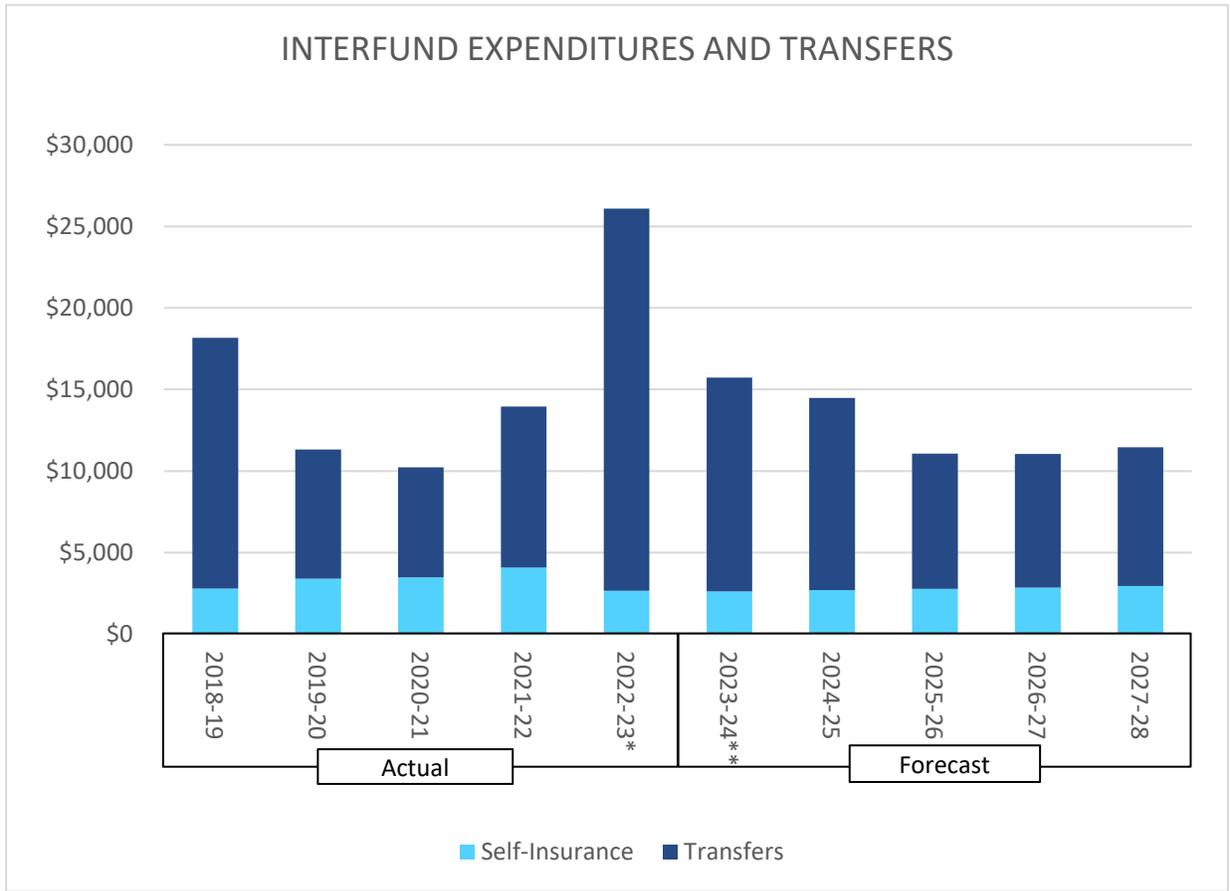
showing the City is fully funded with estimated assets of \$171.5 million. All funds have contributed their full share of the unfunded AAL, so no transfer is needed in this Forecast. The actuarial valuation will be updated as of June 30, 2023 during Fiscal Year 2023-24.

Housing: As a result of the dissolution of the former Revitalization Authority (RDA), the GOF now receives its share of the former RDA property taxes. An annual transfer of these property taxes, in the amount of \$51,000, to the Housing Fund is included for the remaining Forecast period. As a result of the restructured Business License Tax and the City Council's earmarking 10.0% for housing, the Forecast reflects 10.0% of the increased Business License Tax revenue estimated at \$485,000 for Fiscal Year 2023-24, growing to \$549,000 in the last year of the Forecast period.

GF Budget Contingency Reserve: As discussed above, revenue from the Ameswell development began late Fiscal Year 2017-18 and by the end of the Forecast period is projected over \$4.4 million annually. This revenue is earmarked for the Public Safety Building project (see Debt Service section). The annual debt payment is included in the forecast beginning Fiscal Year 2025-26. Fiscal Year 2023-24 estimated revenue of \$3.9 million, along with an estimated \$12.3 million previously deposited into the Budget Contingency Reserve, are dedicated for the Public Safety Building project.

GF Transportation Reserve: The Forecast reflects 80.0% of the increased business license tax revenue, estimated at \$3.9 million for Fiscal Year 2023-24 and growing to \$4.4 million in the last year of the Forecast period.

GF Capital Improvement Reserve: As mentioned in the History section above, in order to reduce the dependency on the long-term lease revenues, \$1.7 million is included to be transferred to the Capital Improvement Reserve for Fiscal Year 2023-24. For the remaining Forecast period, this amount is increased by the annual rent escalation factors referenced in the lease agreements.



Fiscal Year	Self Insurance	Transfers	Total SI & Transfers	% Change
2018-19	2,792	15,379	18,171	106.8%
2019-20	3,404	7,914	11,318	(37.7%)
2020-21	3,476	6,754	10,230	(9.6%)
2021-22	4,076	9,873	13,949	36.4%
2022-23 *	2,664	23,428	26,092	87.1%
2023-24 **	2,615	13,106	15,721	(39.7%)
2024-25	2,693	11,793	14,486	(7.9%)
2025-26	2,774	8,289	11,063	(23.6%)
2026-27	2,857	8,195	11,052	(0.1%)
2027-28	2,943	8,517	11,460	3.7%

\* Estimated  
 \*\* Recommended  
 (dollars in thousands)

## **DEBT SERVICE**

The Debt Service category represents the GOF's debt payment obligations.

### **CATEGORIES**

- Public Safety Building.
- Hope Street Parking.

### **HISTORY**

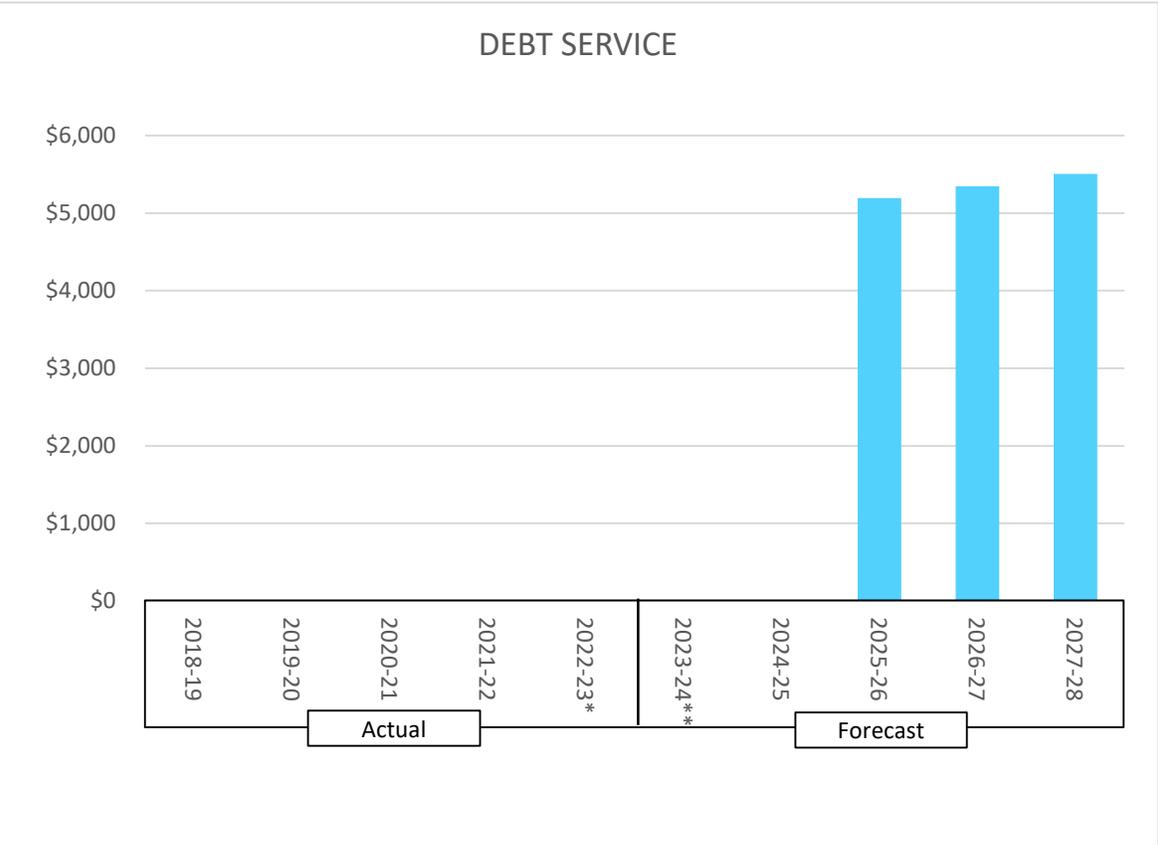
The GOF has had no debt obligations since prior to Fiscal Year 2009-10, when the City Hall/Center for the Performing Arts debt repayment was transferred to Construction/Conveyance Tax funding. This debt was fully retired in Fiscal Year 2015-16.

### **FORECAST**

Public Safety Building: The Forecast assumes revenue generated from the Ameswell development is earmarked for the Public Safety Building project. It is assumed debt will be issued for the project and annual debt service payments of approximately \$4.2 million to \$4.5 million have been included as a placeholder beginning in Fiscal Year 2025-26.

Hope Street Parking: Fiscal Year 2022-23 included projected annual debt service payments of \$1.0 million for an estimated \$12.0 million debt issue. Staff now anticipates that payments will not begin until Fiscal Year 2025-26.

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<u>Fiscal Year</u>	<u>Debt Service</u>	<u>% Change</u>
2018-19	0	0.0%
2019-20	0	0.0%
2020-21	0	0.0%
2021-22	0	0.0%
2022-23 *	0	100.0%
2023-24 **	0	0.0%
2024-25	0	0.0%
2025-26	5,194	0.0%
2026-27	5,347	2.9%
2027-28	5,506	3.0%

\* Estimated  
 \*\* Recommended  
 (dollars in thousands)

## GENERAL OPERATING FUND HISTORY (dollars in thousands)

	<u>2012-13</u> <u>AUDITED</u>	<u>2013-14</u> <u>AUDITED</u>	<u>2014-15</u> <u>AUDITED</u>	<u>2015-16</u> <u>AUDITED</u>	<u>2016-17</u> <u>AUDITED</u>
REVENUES:					
Property Taxes	\$28,122	\$ 31,120	\$ 35,173	\$ 39,461	\$ 43,774
Sales Tax	16,744	16,936	19,773	21,401	21,828
Other Local Taxes <sup>1</sup>	12,015	13,089	14,805	15,137	15,866
Use of Money and Property	10,783	10,690	10,928	12,219	16,896
Other Revenues <sup>2</sup>	27,253	28,316	26,261	27,693	28,325
Loan Repayments	<u>1,894</u>	<u>1,894</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
TOTAL REVENUES	<u>96,811</u>	<u>102,045</u>	<u>106,940</u>	<u>115,911</u>	<u>126,689</u>
EXPENDITURES:					
Salaries and All Pays	51,252	52,379	52,231	54,024	55,262
Retirement	10,856	11,219	11,799	12,575	13,606
Health Benefits	8,086	8,215	7,886	8,102	8,320
All Other Benefits	<u>4,367</u>	<u>4,385</u>	<u>4,791</u>	<u>5,372</u>	<u>5,968</u>
Salaries and Benefits	74,561	76,198	76,707	80,073	83,156
Supplies and Services	13,414	13,608	14,386	13,969	14,926
Capital Outlay/Equipment Replc.	2,315	2,562	2,582	2,696	2,950
Interfund Expenditures and Transfers	2,751	2,565	3,002	2,852	3,404
Debt Service	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
TOTAL EXPENDITURES	<u>93,041</u>	<u>94,933</u>	<u>96,677</u>	<u>99,590</u>	<u>104,436</u>
Transfer to GNOF	-0-	-0-	-0-	-0-	(500)
Transfer to GF Reserve	-0-	-0-	-0-	-0-	-0-
Transfer to Trans Res	-0-	-0-	-0-	-0-	-0-
Transfer to Cap Impr Res	-0-	-0-	-0-	-0-	-0-
Transfer to SPAR	-0-	-0-	-0-	-0-	(2,000)
CalPERS Contrib.	-0-	-0-	-0-	(2,000)	(2,000)
OPEB Contrib.	<u>-0-</u>	<u>-0-</u>	<u>(1,000)</u>	<u>(1,000)</u>	<u>(2,000)</u>
OPERATING BALANCE <sup>3</sup>	<u>\$ 3,770</u>	<u>\$ 7,112</u>	<u>\$ 9,263</u>	<u>\$ 13,321</u>	<u>\$ 15,753</u>

<sup>1</sup> Other Local Taxes consist of Transient Occupancy Tax, Business Licenses, and Utility Users Tax.

<sup>2</sup> Other Revenues consist of Licenses, Permits & Franchise Fees, Fines & Forfeitures, Intergovernmental, Charges for Services, Miscellaneous Revenues, and Interfund Revenues & Transfers.

<sup>3</sup> Balance prior to changes in assets and liabilities, encumbrances, and rebudgets for grants and donations, net transferred to General Non-Operating Fund and General Fund Reserve.

## GENERAL OPERATING FUND HISTORY (dollars in thousands)

	<u>2017-18</u> <u>AUDITED</u>	<u>2018-19</u> <u>AUDITED</u>	<u>2019-20</u> <u>AUDITED</u>	<u>2020-21</u> <u>AUDITED</u>	<u>2021-22</u> <u>AUDITED</u>
REVENUES:					
Property Taxes	\$ 49,419	\$ 51,451	\$ 54,839	\$ 59,783	\$ 63,996
Sales Tax	20,713	24,390	19,452	18,058	23,376
Other Local Taxes <sup>1</sup>	15,444	15,131	15,880	13,717	18,663
Use of Money and Property	19,659	22,316	22,345	22,195	24,530
Other Revenues <sup>2</sup>	31,142	32,722	30,151	29,953	32,811
Loan Repayments	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
<b>TOTAL REVENUES</b>	<b><u>136,377</u></b>	<b><u>146,010</u></b>	<b><u>142,667</u></b>	<b><u>143,706</u></b>	<b><u>\$163,376</u></b>
EXPENDITURES:					
Salaries and All Pays	59,483	62,949	64,899	68,292	71,709
Retirement	15,360	16,723	20,247	21,672	22,257
Health Benefits	8,527	8,675	8,963	9,090	9,190
All Other Benefits	<u>6,254</u>	<u>6,547</u>	<u>7,076</u>	<u>6,875</u>	<u>7,082</u>
Salaries and Benefits	89,624	94,894	101,185	105,929	110,238
Supplies and Services	16,089	17,128	17,611	17,753	18,784
Capital Outlay/Equipment Replc.	3,184	3,086	2,797	2,899	2,854
Interfund Expenditures and Transfers	4,785	5,671	8,318	10,230	13,949
Debt Service	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$113,682</u></b>	<b><u>\$120,779</u></b>	<b><u>\$129,911</u></b>	<b><u>\$136,811</u></b>	<b><u>\$145,825</u></b>
Excess ERAF	-0-	-0-	-0-	6,841	-0-
Transfer to GNOF	-0-	(6,500)	(1,000)	-0-	-0-
Transfer to GF Reserve	-0-	(1,000)	(2,000)	-0-	-0-
Transfer to Trans Res	-0-	(2,000)	-0-	-0-	-0-
Transfer to Cap Impr Res	-0-	(2,000)	-0-	-0-	-0-
Transfer to SPAR	(2,000)	-0-	-0-	-0-	-0-
CalPERS Contrib.	(4,000)	(4,000)	(4,000)	-0-	-0-
OPEB Contrib.	<u>(2,000)</u>	<u>(1,000)</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
<b>OPERATING BALANCE<sup>3</sup></b>	<b><u>\$ 14,695</u></b>	<b><u>\$ 8,731</u></b>	<b><u>\$ 5,756</u></b>	<b><u>\$ 13,736</u></b>	<b><u>\$ 17,551</u></b>

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# **DEPARTMENT BUDGETS**

## GENERAL NOTES

These notes explain the format and conventions used for each Department Summary that appear in the following section of this document.

### A. Organizational Charts

Included for each department is the organizational structure of the department. A City-wide organizational chart is included prior to the Introduction Section of this document.

### B. Text Pages

1. Centered at the top of the page is a title identifying the Department or Division name and if it is the Department Summary or a Division Summary.
2. The Department or Division Manager is identified.
3. The Department mission statement and an overview of the functions and responsibilities of the Department and Divisions are provided.
4. The Department's functions are listed on the Department Summary only. Functions are the key ongoing responsibilities of the Department and are tied to performance measures.
5. The Department's major goals/projects/initiatives for Fiscal Year 2023-24 and 2024-25 are listed on the Department Summary. Items in **bold** are tied to Fiscal Years 2023-24 and 2024-25 Strategic Roadmap Action Plan Projects. Major Department Goals/Projects/Initiatives are short-term in nature.
6. Major Division Changes are new funding items and are identified by fund on the Division Summary pages or the Department Summary if there are no Divisions for the Department.
7. Performance measures are listed on Department Summary pages only. Performance/Workload Measures are related to Department Functions. If a Department Function has a Performance/Workload Measure tied to it, it is noted in parenthesis with an "M" and the Performance/Workload Measure number(s) following (e.g. M 1, 2, 3). The long-term goals are listed as Department Functions and directly tied to Performance/Workload Measures.

## **GENERAL NOTES**

(Continued)

### C. Numerical Pages

1. The listed number of positions for each Department or Division represents the maximum number of regular authorized positions that can be filled. "Part-Time Hourly" positions identify the number of full-time equivalent positions budgeted to be filled by hourly personnel. Limited-Period and contract personnel are not included in this listing.
2. Positions listed in the "2021-22 Adjusted" column are those positions approved in the adopted budget that year plus any adjustments made midyear. Positions listed in the "2022-23 Adopted" column are those positions adopted in Fiscal Year 2022-23. Positions listed in the "2023-24 Recom." column are those positions in the "2022-23 Adopted" column plus any amendments or adjustments made midyear and any changes recommended for Fiscal Year 2023-24.
3. Salaries for regular positions are calculated using the employees' actual salary plus any agreed to COLA and potential merit increases for the upcoming budget year. Vacant positions are budgeted at fifth step or control point. Hourly positions are calculated using the minimum/maximum range of the position classification. In general, hourly positions are budgeted at the higher end of the range; seasonal hourly positions are generally budgeted at mid-range.

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**NOTES**

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**FISCAL YEAR 2023-24 RECOMMENDED BUDGET APPROPRIATIONS MATRIX**

	City Attorney's Office	City Clerk's Office	City Council	City Manager's Office	Community Development	Community Services
<b><u>GENERAL FUND</u></b>						
General Operating	\$ 3,842,618	1,095,618	508,939	6,107,284	1,564,769	22,701,182
Development Services	0	0	0	0	11,274,281	0
Shoreline Golf Links/Restaurant	0	0	0	0	0	4,236,800
<b>TOTAL</b>	<b>\$ 3,842,618</b>	<b>1,095,618</b>	<b>508,939</b>	<b>6,107,284</b>	<b>12,839,050</b>	<b>26,937,982</b>
<b><u>SPECIAL REVENUE</u></b>						
Below-Market-Rate Housing	\$ 0	0	0	0	0	0
Housing Impact	0	0	0	0	0	0
Rental Housing Impact	0	0	0	0	0	0
CSFRA/Rental Housing Committee	0	0	0	0	0	0
MHRSO/Rental Housing Committee	0	0	0	0	0	0
Downtown Benefit Assmt Districts	0	0	0	0	589,124	0
Supplemental Law Enforcement Services	0	0	0	0	0	0
CDBG	0	0	0	0	0	0
Cable Television	0	0	0	195,000	0	0
Shoreline Regional Park Community	20,000	0	0	0	698,038	5,114,377
<b>TOTAL</b>	<b>\$ 20,000</b>	<b>0</b>	<b>0</b>	<b>195,000</b>	<b>1,287,162</b>	<b>5,114,377</b>
<b><u>ENTERPRISE</u></b>						
Water	\$ 0	0	0	0	0	0
Wastewater	0	0	0	0	0	0
Solid Waste Management	0	0	0	0	0	0
<b>TOTAL</b>	<b>\$ 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>INTERNAL SERVICE</u></b>						
Equipment Maint & Replacmnt	\$ 0	0	0	0	0	0
Workers' Compensation	0	0	0	0	0	0
Unemployment	0	0	0	0	0	0
Liability	1,330,000	0	0	0	0	0
Employee Benefits	0	0	0	0	0	0
<b>TOTAL</b>	<b>\$ 1,330,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>GENERAL FUND RESERVES</u></b>						
General Non-Operating	\$ 0	3,000	0	2,274,585	0	150,000
<b>TOTAL</b>	<b>\$ 0</b>	<b>3,000</b>	<b>0</b>	<b>2,274,585</b>	<b>0</b>	<b>150,000</b>
<b>GRAND TOTAL</b>	<b>\$ 5,192,618</b>	<b>1,098,618</b>	<b>508,939</b>	<b>8,576,869</b>	<b>14,126,212</b>	<b>32,202,359</b>

**FISCAL YEAR 2023-24 RECOMMENDED BUDGET APPROPRIATIONS MATRIX**

<b>Finance and Administrative Services</b>	<b>Fire</b>	<b>Housing</b>	<b>Human Resources</b>	<b>Information Technology</b>	<b>Library</b>	<b>Police</b>	<b>Public Works</b>	<b>Total</b>
8,129,568	33,064,131	649,269	3,644,224	8,399,123	7,795,350	50,688,746	14,783,859	162,974,680
0	908,748	0	0	0	0	0	5,424,140	17,607,169
0	0	0	0	0	0	0	0	4,236,800
<b>8,129,568</b>	<b>33,972,879</b>	<b>649,269</b>	<b>3,644,224</b>	<b>8,399,123</b>	<b>7,795,350</b>	<b>50,688,746</b>	<b>20,207,999</b>	<b>184,818,649</b>
0	0	25,641,013	0	0	0	0	0	25,641,013
0	0	25,398,740	0	0	0	0	0	25,398,740
0	0	888,000	0	0	0	0	0	888,000
0	0	1,805,456	0	0	0	0	0	1,805,456
0	0	311,451	0	0	0	0	0	311,451
0	0	0	0	0	0	0	0	589,124
0	0	0	0	0	0	175,000	0	175,000
0	0	2,455,386	0	0	0	0	0	2,455,386
0	0	0	0	0	0	0	0	195,000
62,500	179,178	0	0	0	0	40,000	1,707,878	7,821,971
<b>62,500</b>	<b>179,178</b>	<b>56,500,046</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>215,000</b>	<b>1,707,878</b>	<b>65,281,141</b>
944,937	0	0	0	488,154	0	0	36,869,036	38,302,127
0	2,373,373	0	0	0	0	0	23,633,628	26,007,001
0	0	0	0	0	0	0	20,519,983	20,519,983
<b>944,937</b>	<b>2,373,373</b>	<b>0</b>	<b>0</b>	<b>488,154</b>	<b>0</b>	<b>0</b>	<b>81,022,647</b>	<b>84,829,111</b>
0	0	0	0	0	0	0	3,158,272	3,158,272
2,592,500	0	0	0	0	0	0	0	2,592,500
127,250	0	0	0	0	0	0	0	127,250
3,757,300	0	0	0	0	0	0	0	5,087,300
0	0	0	14,000	0	0	0	0	14,000
<b>6,477,050</b>	<b>0</b>	<b>0</b>	<b>14,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,158,272</b>	<b>10,979,322</b>
130,000	946,300	53,770	868,000	274,300	349,100	150,000	330,100	5,529,155
<b>130,000</b>	<b>946,300</b>	<b>53,770</b>	<b>868,000</b>	<b>274,300</b>	<b>349,100</b>	<b>150,000</b>	<b>330,100</b>	<b>5,529,155</b>
<b>15,744,055</b>	<b>37,471,730</b>	<b>57,203,085</b>	<b>4,526,224</b>	<b>9,161,577</b>	<b>8,144,450</b>	<b>51,053,746</b>	<b>106,426,896</b>	<b>351,437,378</b>

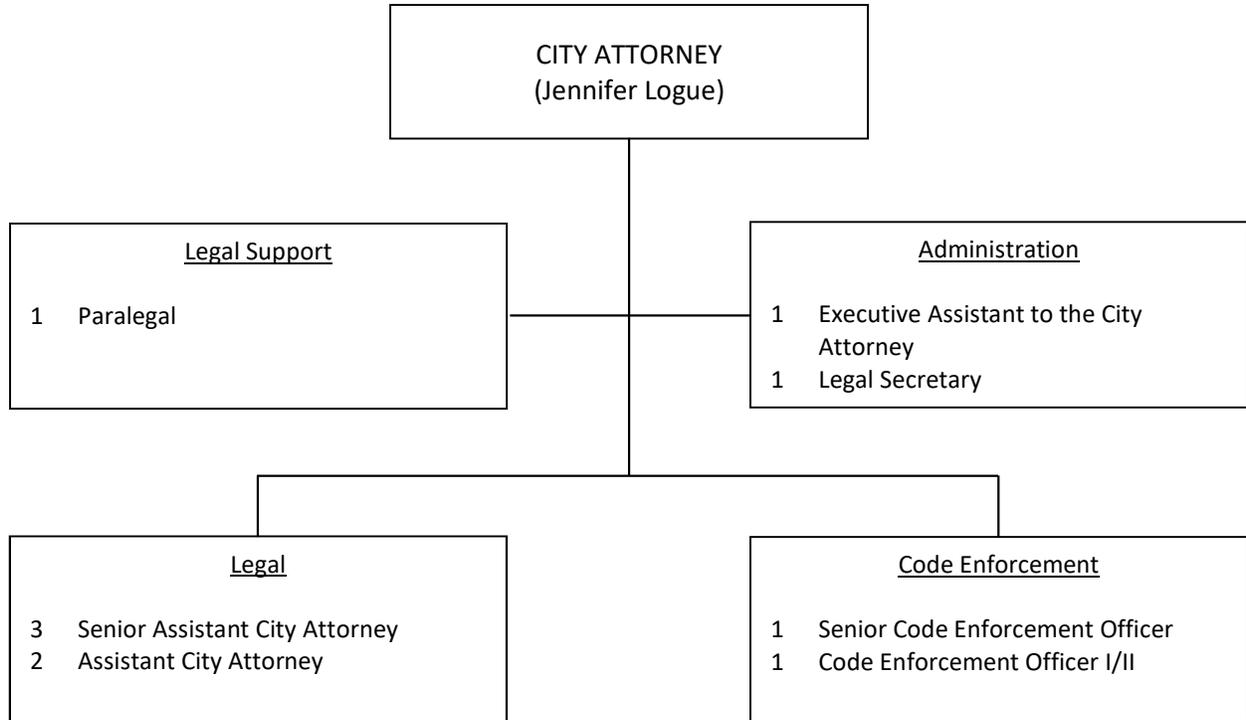
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**NOTES**

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# CITY ATTORNEY'S OFFICE



FISCAL YEAR 2023-24 POSITION TOTALS: 11.0 Full-Time

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## **CITY ATTORNEY'S OFFICE DEPARTMENT SUMMARY**

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### DEPARTMENT MANAGER—CITY ATTORNEY

#### DEPARTMENT MISSION STATEMENT

To provide exceptional legal representation and advice to the City Council and all City boards, commissions, departments, officers, and employees.

#### DEPARTMENT OVERVIEW

The City Attorney is appointed by the City Council to serve as the Attorney for the City and legal advisor to the City Council. The City Attorney hires Deputy City Attorneys and Assistant City Attorneys to assist in the discharge of assigned responsibilities. The City Attorney's Office defends and prosecutes or retains counsel to defend and prosecute all civil actions and proceedings to which the City is a party and prosecutes all criminal actions involving violations of the City Code.

The City Attorney's Office drafts, reviews and revises local laws and legal documents including but not limited to ordinances, resolutions, contracts, and other agreements pertaining to the City's business and handles claims filed against the City. The Office is also responsible for providing legal services in connection with the Shoreline Regional Park Community (North Bayshore), Downtown Parking District, and Downtown Revitalization Authority.

The Code Enforcement unit is under the direct supervision of the Assistant City Attorney. Code Enforcement officers are primarily responsible for enforcing the City Code provisions related to zoning, neighborhood preservation, and vehicles on private property.

#### DEPARTMENT FUNCTIONS

- Prosecute and defend legal proceedings involving the City. (M 1, 2)
- Manage outside legal service providers retained to represent the City in the City's ongoing operations. (M 1)
- Receive, review and resolve claims filed against the City. (M 2)
- Represent and advise City officials and City staff in legal matters.
- Draft, review, and revise ordinances, resolutions, contracts, and other legal documents. (M 3, 4)
- Oversee Code Enforcement Division operations, including prosecution of City Code violations. (M 5)
- Work with the Community Development Department to draft, finalize, and execute agreements as needed for developments.
- Update and revise Council policies, administrative policies, and personnel policies in accordance with new regulations such as Fair Political Practices Commission (FPPC) regulations and initiatives of the Council Policy and Procedures Committee.

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**CITY ATTORNEY'S OFFICE  
DEPARTMENT SUMMARY**

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FISCAL YEAR 2022-23 ACCOMPLISHMENTS

*(Items in **bold** are tied to Fiscal Years 2021-22 and 2022-23 Strategic Roadmap Action Plan Projects)*

- **Updated the Mobile Home Rent Stabilization Ordinance to remove the provision that exempted mobile home parks with an accord.**
- **Supported the City Manager's Office in legal review of implementation actions for the Guaranteed Basic Income Pilot Program.**
- **Supported the City Manager's Office in the development of a wage theft ordinance and responsible construction ordinance.**
- **Supported the Police Department and City Manager's Office in development of Memorandums of Understanding with school districts regarding the Mountain View Police Department School Resource Officer Program.**
- Held a study session on options for additional firearm safety legislation.
- Supported the Community Development Department in preparing the Housing Element Update.
- Negotiated an agreement with the Mountain View Whisman School District to provide funding for its below-market-rate and workforce housing development at 777 West Middlefield Road, consistent with Council direction at the time of project approval.
- Provided legal support to update Precise Plans to implement the General Plan.
- Provided legal support in development review of the Google Master Plan projects in East Whisman and North Bayshore districts, including negotiation of development agreements, environmental review, and preparation of required resolutions.
- Provided legal support for the continuation of virtual public meetings under AB 361 and the transition back to in-person meetings under new Brown Act amendments.
- Provided legal support to the City Clerk's Office with updating the City's record retention schedules.
- Provided legal support to the City Clerk's Office for the November 2022 Election.
- Developed and implement an ongoing training program for City advisory boards and staff liaisons on public meeting processes and legal requirements, in conjunction with the City Manager's Office and City Clerk's Office.

MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR  
FISCAL YEARS 2023-24 AND 2024-25

*(Items in **bold** are tied to potential Fiscal Years 2023-24 and 2024-25 Council Work Plan Projects)*

- **Review and make amendments to the Municipal Code to remove contradictory, unenforceable, or otherwise outdated sections.**

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**CITY ATTORNEY'S OFFICE  
DEPARTMENT SUMMARY**

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- **Develop an ordinance to ban vaping sales citywide in conjunction with the City Attorney's Office.**
- **Place a measure on the 2023 ballot to amend the City Charter in conjunction with the City Clerk's Office and City Manager's Office.**
- **Review and update the Shoreline Community Shoreline Area Plan in conjunction with the Community Development, Community Services, and Public Works Departments and City Manager's Office.**
- Update the City's Americans with Disabilities Act (ADA) assessment and transition plan for City facilities, communications, and programs in conjunction with the City Manager's Office.
- Continue implementing the recommendations from the Matrix Consulting Group study on enhancements to the development review process, including streamlining process improvements and implementation of technology, in conjunction with the Public Works, Fire, Community Services, Community Development, Finance, and Information Technology Departments.

**MAJOR DEPARTMENT CHANGES**

- General Operating Fund:
  - Legal Services: \$300,000  
Provides increased funding for external counsel and assistance in non-litigation matters.
  - Paralegal Position (1.0 FTE): \$185,600  
Provides new funding for one Paralegal position. The position will provide critical assistance to attorneys and support for in-house litigation matters.
  - Document Management System: \$26,000  
Provides new funding for annual software costs for a document management system to organize, manage, and maintain the City's legal documents.
  - Legal Publications: \$6,000  
Provides increased funding for essential legal publications.
  - Online Legal Research: \$5,000  
Provides increased funding for access to the online legal research platform Westlaw.
  - Employee Wellness and Team Building: \$2,500  
Provides new funding for employee wellness and team building events.
  - Memberships, Dues, and Filing Fees: \$1,000

**CITY ATTORNEY'S OFFICE  
DEPARTMENT SUMMARY**

Provides increased funding for memberships in the California Bar, local bar associations, and municipal law associations.

- Liability Insurance Fund:

Outside Litigation Counsel: \$1,000,000

Provides funding for litigation related costs, including but not limited to, outside counsel for litigation matters as authorized by City Council in closed session, settlement of claims within City Manager or City Attorney authority, and other costs such as publication of class action notices and expert professional services associated with litigation.

Claims and Settlements: \$200,000

Transfers \$175,000 from the Finance and Administrative Services Department and provides new funding of \$25,000 for settlement of small claims within City Attorney or City Manager authority.

- Shoreline Regional Park Community Fund:

Legal Services: \$10,000

Provides funding for outside counsel assistance for the Shoreline Regional Park Plan update.

PERFORMANCE/WORKLOAD MEASURES

	2020-21 Actual	2021-22 Actual	2022-23 Target	2022-23 6 Months	2023-24 Target
<b>City Attorney's Office:</b>					
1. Total cost of legal services, in-house and outside counsel, as a percentage of the General Operating Fund expenditures.	1.3%	1.3%	<2%	1.2%	<2%
2. Percentage of claims entered into the claim reporting system, reported to ACCEL, and directed to appropriate departments for response within five working days of receipt of the claim.	100%	100%	>90%	100%	>90%
3. Percentage of standard contracts reviewed within two working days.	97%	95%	>85%	95%	>85%
4. Percentage of complex contracts reviewed within 20 working days.	99%	100%	>80%	98%	>80%
5. Percentage of code enforcement cases responded to within five working days of receipt of complaint or observation of violation.	97%	98%	>95%	97%	>95%

**CITY ATTORNEY'S OFFICE  
DEPARTMENT SUMMARY**

POSITIONS	2021-22 ADJUSTED	2022-23 ADOPTED	2023-24 RECOM.	
City Attorney	1	1	1	
Senior Assistant City Attorney	2	2	3	*1
Assistant City Attorney	2	2	2	
Senior Code Enforcement Officer	1	1	1	
Code Enforcement Officer I/II	1	1	1	
Exec Asst to the City Attorney	1	1	1	
Paralegal	0	0	1	*2
Legal Secretary	1	1	1	
TOTAL REGULAR	<u>9</u>	<u>9</u>	<u>11</u>	
<b>TOTAL POSITIONS</b>	<b><u>9</u></b>	<b><u>9</u></b>	<b><u>11</u></b>	

\*1 Midyear addition of a Senior Assistant City Attorney.

\*2 Addition of a Paralegal.

EXPENDITURE SUMMARY	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries Wages and Benefits	\$ 2,160,462	2,621,541	3,277,928
Supplies and Other Services	1,803,418	377,090	1,824,690
Capital Outlay	0	0	80,000
Interfund Expenditures	2,391	9,000	10,000
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 3,966,271</u></b>	<b><u>3,007,631</u></b>	<b><u>5,192,618</u></b>

FUNDING SOURCES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
General Operating	\$ 2,234,707	2,770,731	3,842,618
General Non-Operating	74,355	96,900	0
Shoreline Regional Park Community	5,618	10,000	20,000
Liability Self-Insurance	1,651,591	130,000	1,330,000
<b>TOTAL FUNDING</b>	<b><u>\$ 3,966,271</u></b>	<b><u>3,007,631</u></b>	<b><u>5,192,618</u></b>

REVENUE SUMMARY	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Fines and Forfeitures	\$ 13,557	23,750	23,750
Miscellaneous Revenue	487	2,000	2,000
<b>TOTAL REVENUES</b>	<b><u>\$ 14,044</u></b>	<b><u>25,750</u></b>	<b><u>25,750</u></b>

**CITY ATTORNEY'S OFFICE  
DEPARTMENT SUMMARY**

EXPENDITURES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries	\$ 1,384,719	1,754,622	2,185,657
Wages	95,693	0	0
Benefits	680,051	866,919	1,092,271
TOTAL PERSONNEL	<u>2,160,462</u>	<u>2,621,541</u>	<u>3,277,928</u>
Materials and Supplies	35,519	36,660	19,160
Maintenance and Operations	245	1,200	27,200
Utilities	1,147	3,350	3,350
Professional/Technical Services	1,749,749	302,800	1,540,900
Other Expenses	16,758	33,080	234,080
TOTAL SUPPLIES AND SERVICES	<u>1,803,418</u>	<u>377,090</u>	<u>1,824,690</u>
Capital Outlay	0	0	80,000
Interfund Expenditures	2,391	9,000	10,000
<b>TOTAL EXPENDITURES</b>	<b>\$ <u><u>3,966,271</u></u></b>	<b><u><u>3,007,631</u></u></b>	<b><u><u>5,192,618</u></u></b>

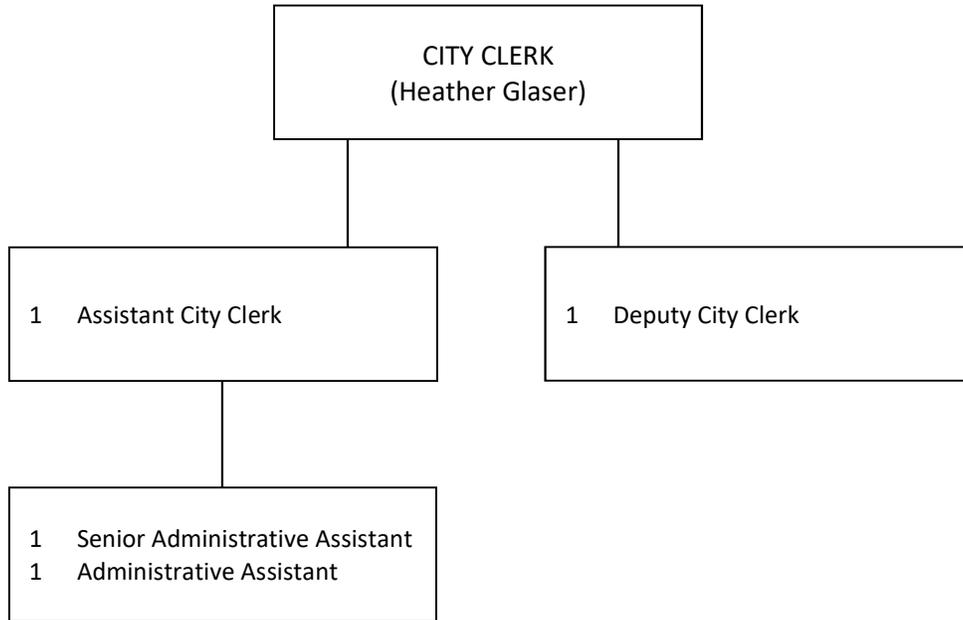
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# CITY CLERK'S OFFICE



FISCAL YEAR 2023-24 POSITION TOTALS: 5.0 Full-Time

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**CITY CLERK'S OFFICE  
DEPARTMENT SUMMARY**

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DEPARTMENT MANAGER—CITY CLERK

DEPARTMENT MISSION STATEMENT

To maintain official records, administer elections, and provide administrative support to the City Council.

DEPARTMENT OVERVIEW

The City Clerk is appointed by the City Council. The City Clerk is responsible for facilitating the conduct of business by the City Council and fulfilling legal requirements as set forth in the City Charter, City Code, and State law. The City Clerk's Office administers City elections and campaign and financial disclosure laws.

The City Clerk's Office maintains a record of all proceedings of the City Council; meets all requirements regarding public postings, legal advertising, recordations, and mailing of public hearing notices; processes assessment districts, annexations, deeds, tax cancellations, appeals, and initiative petitions; administers the selection process for Council appointment of members to the City board, commissions, and committees; and provides support for Sister City activities.

The City Clerk's Office provides administrative assistance to the Council, edits and maintains the City Code and City Charter, is custodian of the City Seal, administers oaths or affirmations, and maintains the official record of City contracts and agreements. The City Clerk's Office also maintains official City records, administers the Public Records Act request process, and provides information to the public regarding the legislative operations of government.

DEPARTMENT FUNCTIONS

- Administer City elections. (M 1)
- Maintain the City Code and City Charter.
- Administer campaign disclosures, financial disclosures, and oaths.
- Coordinate, prepare, and distribute Council agenda materials and minutes. (M 2, 3)
- Maintain official City records and provide records management support services for all departments.
- Notice legal documents and process annexation and assessment district proceedings, deeds, appeals, initiative petitions, and ordinances. (M 3)
- Provide administrative support to the City Council. (M 4)
- Manage coordination of the Council meeting agenda preparation process.
- Administer Public Records Act request process.

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**CITY CLERK'S OFFICE  
DEPARTMENT SUMMARY**

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FISCAL YEAR 2022-23 ACCOMPLISHMENTS

- Conducted November 8, 2022 General Municipal Election for three Council seats.
- Developed and implemented an ongoing training program for City advisory boards and staff liaisons on public meeting process and legal requirements, in conjunction with the City Manager's Office and City Attorney's Office.
- Drafted City Council Policy K-27, Recognition of Individuals, Organizations, and/or Events.
- Facilitated Councilmember vacancy appointment process in conjunction with the City Manager's Office and City Attorney's Office.
- Implemented updates to the City Conflict of Interest Code.
- Onboarded new Administrative Assistant.
- Organized first Celebration of Service to Boards, Commissions and Committees and Council reorganization celebrations since the beginning of the COVID-19 pandemic.
- Updated City records retention schedules across all City departments.
- Reviewed and updated City Council Policy K-2, Council Advisory Bodies and Council Code of Conduct.

MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR  
FISCAL YEARS 2023-24 AND 2024-25

*(Items in **bold** are potential Fiscal Years 2023-24 and 2024-25 Council Work Plan Projects)*

- **Support the preparation of a Citywide update to the Cost Allocation Plan and Master Fee Schedule in conjunction with the Finance and Administrative Services Department.**
- Continue uploading and increasing the number of records available to internal and external customers in Laserfiche.
- Implement electronic document recording with Santa Clara County Clerk-Recorder's Office.
- Implement standardized procedures for hybrid public meetings and remote public participation for Council Advisory Bodies and Council Subcommittees in conjunction with the City Attorney's Office, City Manager's Office, and Information Technology.
- Continue to develop and implement of an ongoing training program for Council Advisory Bodies and staff liaisons on public meeting process and legal requirements, in conjunction with the City Manager's Office and City Attorney's Office.
- Train all legislative body liaisons on use of Legistar.

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**CITY CLERK'S OFFICE  
DEPARTMENT SUMMARY**

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- Review procedures and systems to maximize efficiencies.
- Review and update City Council policies as appropriate.

**MAJOR DEPARTMENT CHANGES**

- General Operating Fund:
  - License and Software Renewal: \$24,000  
Provides new funding for annual software renewal for the public record requests system.
  - Contract Services: \$4,000  
Provides increased funding for services to maintain the City's codification records electronically.
  - Employee Wellness and Team Building: \$2,500  
Provides new funding for employee wellness and team building events.
  - Advertising Services: \$2,000  
Provides increased funding to accommodate fluctuations in the number of legally required newspaper publications.
  - Training, Conference, and Travel: \$1,300  
Provides increased funding for training, conference, and travel for additional staff.
  - Computer Equipment: \$1,200  
Provides increased funding for computer equipment for the department.
  - Memberships, Dues, and Filing Fees: \$1,000  
Provides increased funding for annual membership fees.
- General Non-Operating Fund:
  - Display Case Refurbishment (limited-period): \$3,000  
Provides funding to replace damaged acrylic case tops and reupholstery of existing display cases in City Hall.

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**CITY CLERK'S OFFICE  
DEPARTMENT SUMMARY**

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PERFORMANCE/WORKLOAD MEASURES

	<b>2020-21 Actual</b>	<b>2021-22 Actual</b>	<b>2022-23 Target</b>	<b>2022-23 6 Months</b>	<b>2023-24 Target</b>
<b>Elections:</b>					
1. Percentage of official election notices published without errors and on time	100%	N/A	100%	100%	100%
<b>Legislative:</b>					
2. Percentage of minutes prepared for a City Council meeting without relevant errors of fact	100%	98%	100%	100%	100%
3. Percentage of legal hearing notices published and mailed within legal deadlines and per the City's noticing guidelines	100%	100%	100%	100%	100%
<b>Administrative/Support to Council:</b>					
4. Percentage of Council service requests responded to within one working day of receipt	100%	100%	100%	100%	100%

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**CITY CLERK'S OFFICE  
DEPARTMENT SUMMARY**

POSITIONS	2021-22 ADJUSTED	2022-23 ADOPTED	2023-24 RECOM.
City Clerk	1	1	1
Assistant City Clerk	1	1	1
Deputy City Clerk	1	1	1
Secretary	1	1	1
Office Assistant III	1	1	1
TOTAL REGULAR	<u>5</u>	<u>5</u>	<u>5</u>
<b>TOTAL POSITIONS</b>	<b><u>5</u></b>	<b><u>5</u></b>	<b><u>5</u></b>

EXPENDITURE SUMMARY	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries Wages and Benefits	\$ 865,545	992,923	1,018,558
Supplies and Other Services	30,105	330,060	80,060
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 895,650</u></b>	<b><u>1,322,983</u></b>	<b><u>1,098,618</u></b>

FUNDING SOURCES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
General Operating	\$ 895,650	1,033,983	1,095,618
General Non-Operating	0	289,000	3,000
<b>TOTAL FUNDING</b>	<b><u>\$ 895,650</u></b>	<b><u>1,322,983</u></b>	<b><u>1,098,618</u></b>

REVENUE SUMMARY	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
General Service Charges	\$ 250	0	0
Miscellaneous Revenue	1,410	0	0
<b>TOTAL REVENUES</b>	<b><u>\$ 1,660</u></b>	<b><u>0</u></b>	<b><u>0</u></b>

EXPENDITURES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries	\$ 561,761	648,996	675,068
Wages	6,362	8,000	8,000
Benefits	297,423	335,927	335,490
TOTAL PERSONNEL	<u>865,545</u>	<u>992,923</u>	<u>1,018,558</u>
Materials and Supplies	10,350	21,125	16,825
Maintenance and Operations	146	475	24,475
Utilities	259	290	290
Professional/Technical Services	6,522	291,000	16,000
Other Expenses	12,828	17,170	22,470
TOTAL SUPPLIES AND SERVICES	<u>30,105</u>	<u>330,060</u>	<u>80,060</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 895,650</u></b>	<b><u>1,322,983</u></b>	<b><u>1,098,618</u></b>

# CITY COUNCIL

## CITY COUNCIL

<b>Councilmembers</b>	<b>Term Expires</b>
Alison Hicks, Mayor	01/2027
Pat Showalter, Vice Mayor	01/2025
Margaret Abe-Koga	01/2025
Ellen Kamei	01/2027
Lisa Matichak	01/2025
Lucas Ramirez	01/2027
Emily Ann Ramos	01/2025

## AD HOC SUBCOMMITTEES

### **Race, Equity, and Inclusion**

Kamei, Chair  
Abe-Koga  
Ramos

### **Interim Castro Pedestrian Mall**

Hicks, Chair  
Matichak  
Abe-Koga

## STANDING COMMITTEES

### **Appointments Review Committee (CARC)**

Hicks, Chair  
Ramirez  
Showalter

### **Finance Committee (CFC)/ Investment Review Committee (IRC)\***

Matichak, Chair  
Ramirez  
Ramos

### **Neighborhoods Committee (CNC)**

Showalter, Chair  
Ramirez  
Ramos

### **NOFA Review Committee**

Showalter, Chair  
Abe-Koga  
Ramirez

### **Policy and Procedures Committee (CPPC)**

Matichak, Chair  
Hicks  
Ramirez

### **Sustainability Committee (CSC)**

Hicks, Chair  
Abe-Koga  
Showalter

### **Transportation Committee (CTC)**

Kamei, Chair  
Hicks  
Matichak

### **Youth Services Committee (CYSC)**

Kamei, Chair  
Abe-Koga  
Ramos

\* The IRC consists of the members of the CFC and two members of the public.

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## CITY COUNCIL DEPARTMENT SUMMARY

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### DEPARTMENT MISSION STATEMENT

To represent the needs, priorities, and concerns of the Mountain View community by providing fiscally responsible policy direction to its appointed officers and govern in an ethical and transparent manner.

### DEPARTMENT OVERVIEW

The City Council is the elected legislative and policy-making body for the City with the responsibility and power to enact City ordinances, appropriate funds to conduct City business, sets policy, and establishes the City's overall priorities and direction. The Council appoints the City Manager, City Attorney, and City Clerk.

Councilmembers serve on subject-specific committees, each with three members, that provide feedback to staff within their purview and recommend relevant policies for adoption by the full Council. The current Council committees are:

- Ad-hoc Subcommittee on Race, Equity and Inclusion, and Interim Castro Pedestrian Mall
- Appointments Review
- Environmental Sustainability
- Finance and Investment Review
- Neighborhoods
- Notice of Funding Availability (NOFA) Review
- Policy and Procedures
- Transportation
- Youth Services

In addition, Councilmembers represent the City through service on numerous regional agencies and organizations.

The City Council generally holds Regular Meetings at 6:30 p.m. on the second and fourth Tuesday of each month in the Council Chambers located in City Hall, 500 Castro Street. Additional Special Meetings are scheduled as needed. A calendar of all City Council meetings, along with agendas, minutes, video recordings, and other materials can be found at <https://mountainview.legistar.com/Calendar.aspx>.

The times and places of City Council committee meetings and the meetings of outside agencies on which Councilmembers serve can be obtained on the City's website or from the City Clerk's Office.

### DEPARTMENT FUNCTIONS

- Serve as Board of Directors for the Mountain View Shoreline Regional Park Community and the City of Mountain View Capital Improvements Financing Authority.
- Participate on regional boards and organizations which directly affect the City of Mountain View and the needs and interests of the residents.
- Adopt the annual budget and Capital Improvement Program.
- Appoint members to the Council advisory bodies.
- Adopt the City's strategic priorities and work plan of projects and initiatives every two years.

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**CITY COUNCIL  
DEPARTMENT SUMMARY**

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**MOUNTAIN VIEW STRATEGIC ROADMAP**

VISION:

A welcoming, vibrant city that plans intentionally and leads regionally to create livable, sustainable neighborhoods, access to nature and open spaces, and a strong, innovation-driven local economy.

STRATEGIC PRIORITIES FOR FISCAL YEARS 2023-24 AND 2024-25:

- **Community for All:** Support Mountain View’s socioeconomic and cultural diversity. Engage and protect vulnerable populations through policies that promote access to housing, transportation, and other programs and services.
- **Livability and Quality of Life:** Enhance Mountain View as a great place to live that values community health and well-being. Preserve Mountain View’s unique character, restore and enhance wildlife habitats, and promote arts and culture. Provide and enhance parks, open space, and other key amenities.
- **Intentional Development and Housing Options:** Support an increase in the quantity and diversity of housing options, including assistance for the unhoused. Provide opportunities for affordable housing as well as home ownership. Plan for neighborhoods with nearby transit, jobs, and amenities that balance density with livable, green, mixed-use development.
- **Mobility and Connectivity:** Develop a mobility network that enhances connectivity across Mountain View and establishes green corridors. Promote transit and safe active transportation options that reduce single-occupancy vehicle trips and traffic, and increase walking and biking.
- **Sustainability and Climate Resilience:** Through implementation of the Sustainability Action Plan and other actions, reduce and minimize the City’s greenhouse gas emissions and prepare for sea level rise. Protect and enhance local ecosystems and biodiversity through rewilding and other measures. Support residents and businesses to adopt sustainable practices and use resources wisely.
- **Economic Vitality:** Support a walkable, beautiful, vibrant downtown and accessible village centers that draw residents and visitors. Create an environment where small, local, diverse businesses can thrive across the City alongside large employers. Continue to work in partnership with the business community so that Mountain View remains a center for innovations with meaningful jobs for workers.
- **Organizational Strength and Good Governance:** Continue to innovate, collaborate, and continuously improve to deliver a high level of customer service. Recruit, develop, and retain top-notch staff. Maintain fiscal responsibility and effective intergovernmental partnerships. Communicate and engage regularly and transparently with our multilingual community.

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**CITY COUNCIL  
DEPARTMENT SUMMARY**

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MAJOR DEPARTMENT CHANGES

- General Operating Fund:

Miscellaneous Expenses	\$28,000
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Provides increased funding for Council meals for in-person meetings due to cost increases; the annual Celebration of Service to Boards, Commissions, and Committees; and the annual Citywide Mayor's gift.

**CITY COUNCIL  
DEPARTMENT SUMMARY**

POSITIONS	2021-22 ADJUSTED	2022-23 ADOPTED	2023-24 RECOM.
Mayor	1	1	1
Councilmember	6	6	6
TOTAL REGULAR	7	7	7
<b>TOTAL POSITIONS</b>	<b>7</b>	<b>7</b>	<b>7</b>

EXPENDITURE SUMMARY	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries Wages and Benefits	\$ 209,946	316,774	352,359
Supplies and Other Services	45,628	139,980	156,580
<b>TOTAL EXPENDITURES</b>	<b>\$ 255,574</b>	<b>456,754</b>	<b>508,939</b>

FUNDING SOURCES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
General Operating	\$ 254,207	445,354	508,939
General Non-Operating	1,367	11,400	0
<b>TOTAL FUNDING</b>	<b>\$ 255,574</b>	<b>456,754</b>	<b>508,939</b>

EXPENDITURES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries	\$ 104,187	112,554	113,647
Benefits	105,759	204,220	238,712
TOTAL PERSONNEL	209,946	316,774	352,359
Materials and Supplies	7,930	22,600	11,200
Utilities	6,805	12,780	12,780
Professional/Technical Services	534	15,000	15,000
Other Expenses	30,358	89,600	117,600
TOTAL SUPPLIES AND SERVICES	45,628	139,980	156,580
<b>TOTAL EXPENDITURES</b>	<b>\$ 255,574</b>	<b>456,754</b>	<b>508,939</b>

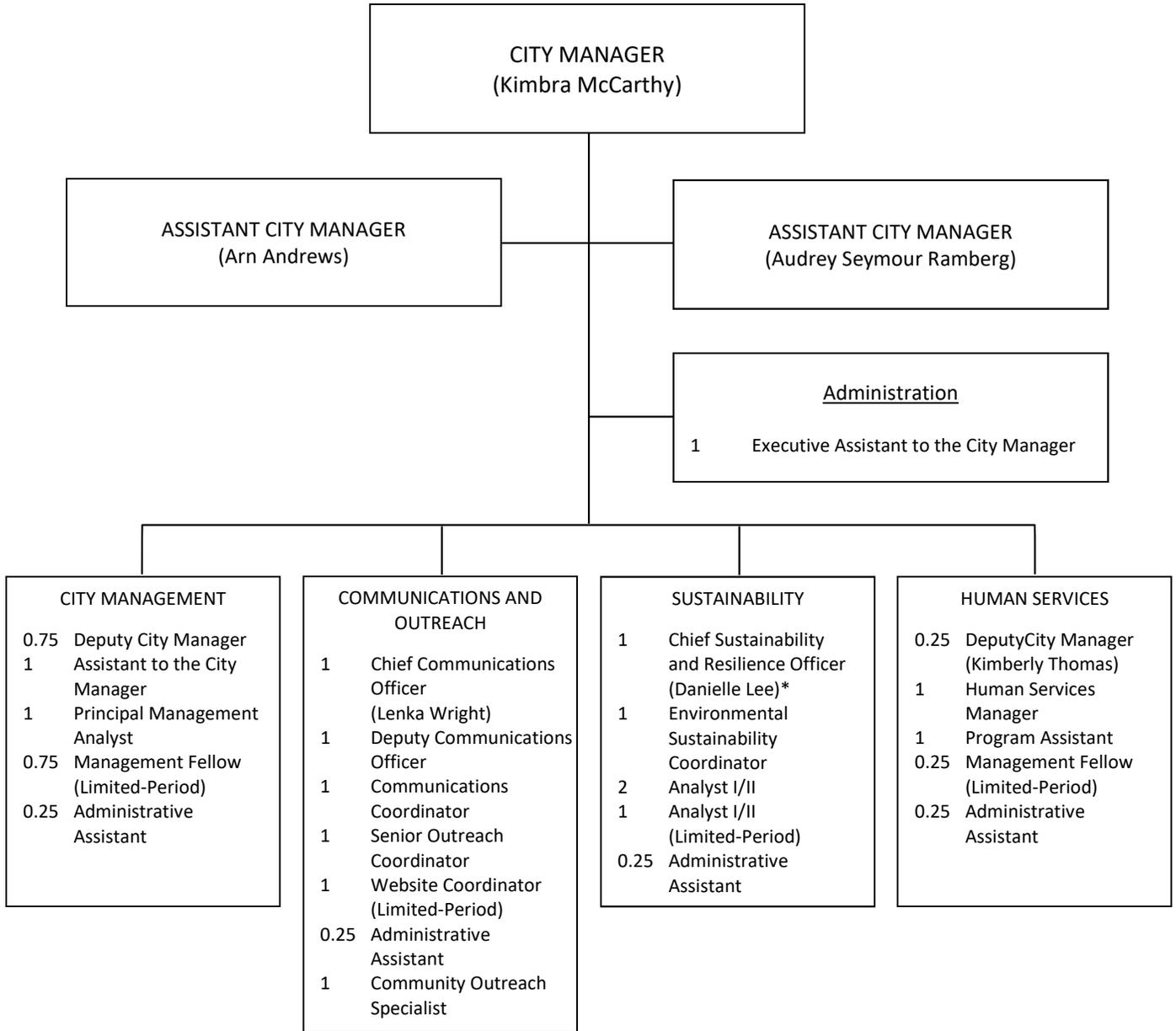
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**NOTES**

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# CITY MANAGER'S OFFICE



FISCAL YEAR 2023-24 POSITION TOTALS: 19.0 Full-Time  
3.0 Limited-Period

\* Funded by the Sustainability CIP through Fiscal Year 2023-24.

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**CITY MANAGER’S OFFICE  
DEPARTMENT SUMMARY**

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DEPARTMENT MANAGER—ASSISTANT CITY MANAGER

DEPARTMENT MISSION STATEMENT

To support the City Council in the development and execution of the City Council’s goals and policies; to provide leadership and guidance to City departments in the delivery of City services; to inform and engage the community through a range of outreach, communication, and marketing activities; to develop and implement homelessness response strategies and other human services for vulnerable populations in collaboration with community and regional partners; and to collaborate with City departments, the community, and other partners to achieve a thriving, sustainable community.

DEPARTMENT OVERVIEW

The City Manager is appointed by the City Council. The City Manager’s Office consists of four divisions: City Management, Communications and Outreach, Sustainability, and Human Services. In addition, the Economic Development Division, while officially a part of the Community Development Department budget, reports to the City Manager through the Assistant City Manager/Community Development Director. Through these divisions, the Office: provides professional leadership in the administration of all City services, activities, and facilities; directs the execution of policies and objectives adopted by the City Council; develops and presents to the City Council recommendations and strategies in response to community issues; plans and executes programs to meet the current and future needs of the City of Mountain View; provides strategic communication and marketing services and conducts outreach and engagement in a variety of languages and formats to maximize access to information, services, and opportunities for input; develops and implements strategies and programs to address homelessness and other human-service needs for vulnerable populations; plans and implements strategies to support the Mountain View economy and businesses; and plans and coordinates a wide range of sustainability and resiliency policies and programs.

DEPARTMENT FUNCTIONS

- Develop and present to the City Council recommendations and strategies in response to community issues.
- Provide leadership to City departments in the execution of policies, objectives, and programs adopted by the City Council.
- Respond to all City Council and resident inquiries received by the City Manager’s Office in a timely manner.
- Manage customer/resident relationship management (CRM) “Ask Mountain View” web- and mobile-based systems.
- Assist the City Council in setting strategic priorities and track departments’ progress in achieving Citywide goals. (M 3)
- Develop and submit an annual balanced City budget to the City Council and support City Council efforts in long-term financial planning.
- Develop, lead, and execute the City’s legislative advocacy and intergovernmental relations efforts. (M 2)

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**CITY MANAGER'S OFFICE  
DEPARTMENT SUMMARY**

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- Coordinate specific interdepartmental and intergovernmental compliance issues.
- Manage complex, cross-departmental projects.
- Develop, execute, and lead the City's external and internal communication and outreach strategy using a broad range of communication channels and Citywide communication initiatives.
- Provide information to the community through public forums, publications, and government access programming to expand visibility and awareness of emerging issues, programs, priorities, and progress on City goals and initiatives. (M 6)
- Enhance and promote the City's overarching identity and manage the marketing function in a manner consistent with the City's vision, organizational values, Code of Ethics, and cultural ideals.
- Serve as the City's Public Information Officer and manage media relations. (M 6, 7, 8)
- Manage the Multicultural Engagement Program to provide clear, timely, and meaningful information and opportunities for input to a diverse and multilingual community. (M 4, 5)
- Develop and oversee outreach strategies to enhance civic engagement using a range of social media and other platforms to enable proactive and positive interactions. (M 6,8)
- Provide staff support to the Human Relations Commission.
- Serve as the lead staff liaison to the Public Safety Advisory Board.
- Act as City liaison to and coordinate with various community groups, nonprofit organizations, and intergovernmental partners to maintain effective relationships to assess and address the needs of the most vulnerable Mountain View residents. (M 15)
- Develop policy recommendations and response strategies to work collaboratively with local and regional partners to address homelessness and the human service needs of vulnerable Mountain View residents.
- Administer budgets, agreements, and grants to provide safe parking, outreach, housing support services, basic human services, and other associated programs. (M 16, 17, 18, 19)
- Convene cross-departmental teams to plan and coordinate City services and initiatives for homeless, unstably housed, and other vulnerable residents.
- Track, analyze, and report data and outcomes associated with programs and services associated with homeless, unstably housed, and other vulnerable residents.
- Provide staff support to the Council Sustainability Committee (CSC) and Council Policy and Procedures Committee (CPPC).
- Coordinate cross-departmental sustainability and resiliency strategic planning and policy-making.
- Develop and oversee implementation of sustainability and resiliency initiatives. (M 10)

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**CITY MANAGER'S OFFICE  
DEPARTMENT SUMMARY**

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- Provide information and resources to encourage the community to undertake sustainability actions. (M 11, 12, 13, 14)
- Develop partnerships with regional agencies, neighboring jurisdictions, and local employers to coordinate and maximize the impact of sustainability and resiliency solutions.
- Identify and seek grant funding to support sustainability and resiliency efforts.

**FISCAL YEAR 2022-23 ACCOMPLISHMENTS**

*(Items in **bold** are tied to Fiscal Years 2021-22 and 2022-23 Strategic Roadmap Action Plan Projects)*

- **Implemented Elevate MV, a Guaranteed Basic Income pilot program, in conjunction with the Community Development Department.**
- **Developed an ordinance to address wage theft, in conjunction with the Finance and Administrative Services Department.**
- **Developed an ordinance for responsible construction, in conjunction with the Public Works and Community Development Departments.**
- **Continued to plan, coordinate, and close out COVID-19 recovery efforts to support community relief and resilience, in conjunction with the Community Development Department.**
- **Continued to work through Sustainability Action Plan projects.**
- Supported the launch of a county pilot mobile mental health crisis response TRUST program and collaborated with North County cities to enhance the program through earmark funding.
- Distributed nearly \$600,000 in ARPA-funded workforce development grants to community-based organizations providing job training and career development resources to Mountain View residents.
- Provided essential services for unhoused and unstably housed residents.
- Continued oversight and coordination of the implementation of the City's Race, Equity and Inclusion Action Plan.
- Joined the Santa Clara County Climate Collaborative Working Group and served as Co-Chair to the Sea Level Rise Working Group and Leadership Team.
- Developed a Memoranda of Understanding with school districts and a procedure manual related to the School Resource Officer program.
- Redesigned the City's website to improve the community's access to information, refresh the look and feel of the site, and reflect the vision and priorities established through the strategic planning process, in conjunction with the Information Technology Department.
- Joined the ICLEI Race to Resilience campaign to support the development of a climate change vulnerability assessment and adaptation plan.

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**CITY MANAGER'S OFFICE  
DEPARTMENT SUMMARY**

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- Received \$200,000 grant to electrify the Senior Center commercial kitchen and \$70,000 grant to develop and implement an equity-centered strategy for community engagement to promote building electrification from Silicon Valley Clean Energy.
- Amended the City's reach codes to make improvements to new construction's support for solar installation and electric vehicle charging stations, including all of Silicon Valley Clean Energy's recommendations, in conjunction with the Community Development Department.

MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR  
FISCAL YEARS 2023-24 AND 2024-25

*(Items in **bold** are tied to potential Fiscal Years 2023-24 and 2024-25 Council Work Plan Projects)*

- **Conduct a Public Services Study.**
- **Explore the feasibility of a potential 2024 revenue measure in conjunction with the Finance and Administrative Services Department.**
- **Update the Race, Equity, and Inclusion Action Plan.**
- **Develop a Citywide Decarbonization Plan (transitioning from SAP-4) in conjunction with the Public Works Department.**
- **Complete a Climate Change Vulnerability Assessment.**
- **Expand access to broadband across communities, in conjunction with the Information Technology and Public Works Departments.**
- **Develop a comprehensive Homelessness Response Strategy that includes housing, services, and an expenditure and funding plan, in conjunction with the Community Development Department.**
- **Develop a Community Workforce Agreement, in conjunction with the Public Works Department.**
- **Review and update the Shoreline Community Shoreline Area Plan in conjunction with the Community Development, Community Services, and Public Works Departments and City Attorney's Office.**
- **Explore applying for County grants to support childcare in conjunction with the Community Services Department and the Community Development Department.**
- **Support the preparation of a Citywide update to the Cost Allocation Plan and Master Fee Schedule in conjunction with the Finance and Administrative Services Department.**
- **Place a measure on the 2023 ballot to amend the City Charter in conjunction with the City Clerk's Office and City Attorney's Office.**
- Implement standardized procedures for hybrid public meetings and remote public participation for Council Advisory Bodies and Council Subcommittees in conjunction with the City Attorney's Office, City Manager's Office, and Information Technology.
- Oversee and coordinate implementation of the City Council's Strategic Roadmap.

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**CITY MANAGER'S OFFICE  
DEPARTMENT SUMMARY**

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- Continue to oversee collaboration with the school districts on matters of shared interest for the benefit of the community.
- Complete an update to the City's Americans with Disabilities Act (ADA) assessment and transition plan for City facilities, communications, and programs in conjunction with the City Attorney's Office.
- Coordinate Spanish- and Chinese-language Civic Leadership Academies.
- Launch implementation of a Language Access and Multicultural Engagement Policy.
- Redesign the City's Intranet site to improve employee access to information and resources and support enhanced coordination and engagement.
- Continue to support interagency collaboration on climate resilience and Sea Level Rise in conjunction with the Public Works Department.
- Continue the Ph.D. Research Fellow analysis of Stop Data and apply Racial Identity Profiling Act data set, in conjunction with the Police Department.
- Develop and implement programs and policies to maximize employee engagement and renew workplace culture in recovery from pandemic operational impacts, in conjunction with the Human Resources Department.
- Continue to oversee the implementation of the ElevateMV Universal Basic Income program.
- Expand the legislative program to include federal government advocacy efforts.
- Continue to oversee the City's Safe Parking Program, including planned transitions and expansions.
- Implement an equity based community electrification outreach program. – Block Power direct install, PG&E neighborhood electrification projects.
- Develop a strategy for piloting a neighborhood-based community electrification program, including launching a new Cool Block cohort.

**CITY MANAGER’S OFFICE  
DEPARTMENT SUMMARY**

PERFORMANCE/WORKLOAD MEASURES

	2020-21 Actual	2021-22 Actual	2022-23 Target	2022-23 6 Months	2023-24 Target
<b>City Management Division:</b>					
1. Percentage of City Manager’s Office cost as a percent of the General Operating Fund expenditures. <sup>(A)</sup>	1.8%	1.6%	Discontinued		
2. Number of communications regarding the City’s position on legislation or legislative issues made annually to the State Legislature, Congress, and other branches of government.	25 <sup>(B)</sup>	44 <sup>(B)</sup>	12	12	12
3. Percentage of Strategic Roadmap Action Plan Projects completed within two year plan horizon.		New for FY22-23	50%	22% <sup>(F)</sup>	50%
<b>Communications and Outreach Division:</b>					
4. Number of outreach and support activities the Multicultural Engagement Program conducted to support City initiatives (in-person and virtual attendance at special events, community, and resident meetings; and interpretation requests fulfilled).	212 <sup>(C)</sup>	358 <sup>(C)</sup>	>=100	144	>=150
5. Number of written translation requests the Multicultural Engagement Program fulfilled to support City initiatives.	New for FY21-22	285	>=100	138	>=125
6. Number of Community Information and Outreach Program products provided (newsletters, press releases, internet postings, media contacts, etc.).	1,150 <sup>(C)</sup>	875	700	449	800
7. Number of media inquiries.	New for FY21-22	199	120	84	132
8. Engagement rate of City’s social media channels for:					
• Twitter (@MtnViewGov)	New for FY21-22	2.7%	2.0%	3.3%	2.5%
• <a href="#">Facebook</a>	FY21-22	4.9%	5.0%	6.9%	6.0%
9. Number of film permits and inquiries.	New for FY21-22	26	Discontinued		
<b>Sustainability Division:</b>					
10. Percentage of Sustainability Division “Sustainability Action Plan” items completed.	50% <sup>(D)</sup>	24% <sup>(D)</sup>	>80%	63%	80%
11. Increase in the number of community engagement points of contact.	458 <sup>(C)</sup>	402	>=200	514	500

**CITY MANAGER'S OFFICE  
DEPARTMENT SUMMARY**

	2020-21 Actual	2021-22 Actual	2022-23 Target	2022-23 6 Months	2023-24 Target
12. Increase in the number of people "Informed or "Engaged" through Collaborate Mountain View.	299	378	Discontinued		
13. Increase in the number of people who participate in at least one program/event.	146	768	>=125	4 <sup>(G)</sup>	Discontinued
14. Percentage of event attendee survey respondents who reported increased knowledge.	100% <sup>(E)</sup>	86%	>75%	71%	Discontinued
<b>Human Services Division:</b>					
15. Number of meetings held with community-based organizations for human services collaboration and coordination.		New for FY22-23	>=11	7	>=11
16. Number of outreach communications to people living in vehicle community.		New for FY22-23	>=24	11	>=12
17. Public service grant monitoring reports and low-income subsidy tracking reports received on time.		New for FY22-23	>90%	64%	>90%
18. Percentage at capacity for safe parking lots.		New for FY22-23	>95%	97%	>90%
19. Percentage at capacity for LifeMoves Mountain View.		New for FY22-23	>95%	90%	>90%

<sup>(A)</sup> Percentage is for the City Management Division only.

<sup>(B)</sup> Due to a higher volume of State/Federal legislative matters related to Council priorities, the City produced a higher volume of communications stating the City's position.

<sup>(C)</sup> Due to COVID-19, outreach activities increased and many were conducted virtually.

<sup>(D)</sup> Lower-than-target completion rate due to COVID-19 and staff vacancy impacts.

<sup>(E)</sup> One hundred percent reported increase in knowledge during events the first half of the fiscal year. No data is available for the second half of the fiscal year.

<sup>(F)</sup> Lower than target completion rate due to ongoing work on major projects. An addition 12% of projects are nearing completion and 48% are in progress.

<sup>(G)</sup> Lower than target completion due to staff vacancy impacts. Staff is reviewing this measure for fiscal year 2023-24.

**CITY MANAGER'S OFFICE  
DEPARTMENT SUMMARY**

POSITIONS	2021-22 ADJUSTED	2022-23 ADOPTED	2023-24 RECOM.	
City Manager	1	1	1	
Assistant City Manager	1	1	2	*3
Deputy City Manager	1	1	1	
Assistant to the City Manager	1	1	1	
Chief Communications Officer	1	1	1	
Chief Sustainability and Resilience Officer	1	1	1	
Deputy Communications Officer	1	1	1	*4
Human Services Manager	1	1	1	
Principal Management Analyst	1	1	1	
Environmental Sustainability Coordinator	1	1	1	
Analyst I/II	2	2	2	
Program Assistant	0	0	1	*5
Communications Coordinator	0.50	1 *2	1	
Senior Outreach Coordinator	0	0	1	*6
Community Outreach Coordinator	1	1	0	*6
Community Outreach Specialist	0	0	1	*5
Exec Asst to the City Manager	1	1	1	
Administrative Assistant	0.75	1 *2	1	
<b>TOTAL REGULAR</b>	<u>15.25</u>	<u>16</u>	<u>19</u>	
<b>TOTAL POSITIONS</b>	<u><u>15.25</u></u> *1	<u><u>16</u></u> *1	<u><u>19</u></u> *7	

\*1 In addition there are the following limited-period positions: Management Fellow, 0.5 Website Coordinator, and Analyst I/II (funded by the Sustainability CIP through Fiscal Year 2023-24).

\*2 Addition of 0.50 FTE to the Communications Coordinator position and moved 0.25 FTE Administrative Assistant from the Human Resources Department.

\*3 Midyear addition of an Assistant City Manager.

\*4 Title change from Digital Engagement and Resilience Officer to Deputy Communications Officer.

\*5 Addition of a Program Assistant and a Community Outreach Specialist.

\*6 Reclassification of the Community Outreach Coordinator position to Senior Outreach Coordinator.

\*7 In addition there are the following limited-period positions: Management Fellow, Website Coordinator, and Analyst I/II (funded by the Sustainability CIP through Fiscal Year 2023-24).

DEPARTMENT DIVISIONS	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
City Management	\$ 2,296,049	3,402,720	4,431,078
Communications and Outreach	755,696	1,310,965	1,647,997
Sustainability	699,978	821,382	882,004
Human Services	229,347	1,052,197	1,615,790
<b>TOTAL EXPENDITURES</b>	<u><u>\$ 3,981,070</u></u>	<u><u>6,587,264</u></u>	<u><u>8,576,869</u></u>

**CITY MANAGER'S OFFICE  
DEPARTMENT SUMMARY**

<u>EXPENDITURE SUMMARY</u>	<u>2021-22 ACTUAL</u>	<u>2022-23 ADOPTED</u>	<u>2023-24 RECOM.</u>
Salaries Wages and Benefits	\$ 3,358,569	4,426,258	5,449,278
Supplies and Other Services	622,501	2,161,006	3,127,591
<b>TOTAL EXPENDITURES</b>	<b>\$ 3,981,070</b>	<b>6,587,264</b>	<b>8,576,869</b>
<u>FUNDING SOURCES</u>	<u>2021-22 ACTUAL</u>	<u>2022-23 ADOPTED</u>	<u>2023-24 RECOM.</u>
General Operating	\$ 3,547,948	4,993,864	6,107,284
General Non-Operating	296,143	1,393,400	2,274,585
Cable Television	136,978	200,000	195,000
<b>TOTAL FUNDING</b>	<b>\$ 3,981,070</b>	<b>6,587,264</b>	<b>8,576,869</b>
<u>REVENUE SUMMARY</u>	<u>2021-22 ACTUAL</u>	<u>2022-23 ADOPTED</u>	<u>2023-24 RECOM.</u>
Miscellaneous Revenue	\$ 179,719	180,000	170,000
<b>TOTAL REVENUES</b>	<b>\$ 179,719</b>	<b>180,000</b>	<b>170,000</b>

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**CITY MANAGER’S OFFICE—CITY MANAGEMENT  
DIVISION SUMMARY**

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DIVISION MANAGER—ASSISTANT CITY MANAGER

DIVISION OVERVIEW

The City Management Division supports the City Council policy-making process through the preparation of City Council meeting and Study Session agendas and reports; plans, facilitates goal-setting, and tracks progress on Council priority projects and Citywide strategic plans; coordinates cross-departmental projects; provides oversight and support to all City services, activities, and facilities; serves as a liaison for intergovernmental relations; develops, executes, and leads the City’s external and internal communication strategy using a broad range of communication channels and Citywide communication initiatives; manages the Multilingual Community Outreach Program to provide clear, timely, and meaningful information and opportunities for input to a diverse and multilingual community; provides staff support to the Human Relations Commission; and promotes the City’s best interests in interactions with other levels of government.

MAJOR DIVISION CHANGES

- General Operating Fund:
  - Employee Wellness and Team Building: \$3,400  
Provides new funding for employee wellness and team building events.
  
- General Non-Operating Fund:
  - Revenue Measure Consulting Services (limited-period): \$250,000  
Provides funding for consulting services related to potential revenue measures to fund infrastructure needs, including parks and open space.
  
  - Shoreline Events (limited-period): \$250,000  
Provides funding for a special event in honor of the 40th anniversary of the opening of Shoreline at Mountain View.
  
  - Federal and State Legislative Advocacy (limited-period): \$220,000  
Provides funding to engage the services of a legislative advocacy consultant to support the City’s legislative priorities at a State and Federal level to include assistance with legislative tracking and updates, analysis, development of a legislative strategy and advocacy plan, and assist with establishing interagency relationships, regional advocacy, and stakeholder engagement.
  
  - Management Fellow Position (0.75 FTE)(limited-period): \$136,600  
Provides funding for a Management Fellow position. The objective of this position is to provide increased capacity and an increased level of analysis for important department and Citywide projects. The remaining 0.25 FTE is located in the Communications Division.

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**CITY MANAGER’S OFFICE—CITY MANAGEMENT  
DIVISION SUMMARY**

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Public Services Study (limited-period): \$125,000

Provides funding for consulting services to evaluate current public service levels in the context of anticipated future growth to develop recommendations for addressing potential future needs.

Race, Equity, and Inclusion Plan Implementation (limited-period): \$15,000

Provides funding for the implementation of the City’s Race, Equity, and Inclusion (REI) Action plan.

Legislative Program Support (limited-period): \$7,500

Provides funding for staff to attend annual conferences for the League of California Cities and National League of Cities.

**CITY MANAGER'S OFFICE - CITY MANAGEMENT  
DIVISION SUMMARY**

POSITIONS	2021-22 ADJUSTED	2022-23 ADOPTED	2023-24 RECOM.
Total Regular	6	6.25 *2	7.25 *3
<b>TOTAL POSITIONS</b>	<b>6</b> *1	<b>6.25</b> *1	<b>7.25</b> *1

\*1 In addition there is 0.75 of a limited-period Management Fellow position.

\*2 Moved 0.25 Administrative Assistant from the Human Resources Department.

\*3 Midyear addition of an Assistant City Manager.

EXPENDITURES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries	\$ 1,352,331	1,517,487	1,978,556
Wages	2,391	26,400	26,400
Benefits	583,913	651,898	828,787
<b>TOTAL PERSONNEL</b>	<b>1,938,635</b>	<b>2,195,785</b>	<b>2,833,743</b>
Materials and Supplies	19,086	38,760	42,160
Maintenance and Operations	36,121	0	0
Utilities	1,981	720	720
Professional/Technical Services	289,905	1,043,250	1,427,750
Other Expenses	10,322	124,205	126,705
<b>TOTAL SUPPLIES AND SERVICES</b>	<b>357,414</b>	<b>1,206,935</b>	<b>1,597,335</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,296,049</b>	<b>3,402,720</b>	<b>4,431,078</b>

REVENUES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Miscellaneous Revenue	\$ 179,719	180,000	170,000
<b>TOTAL REVENUES</b>	<b>\$ 179,719</b>	<b>180,000</b>	<b>170,000</b>

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**CITY MANAGER’S OFFICE—COMMUNICATIONS AND OUTREACH  
DIVISION SUMMARY**

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DIVISION MANAGER—CHIEF COMMUNICATIONS OFFICER

DIVISION OVERVIEW

The Communications and Outreach Division leads the City’s communication strategy using a broad range of communication channels and outreach methods to provide clear, timely, and meaningful information, access to City services, and opportunities for input to Mountain View’s diverse and multilingual community. The Division serves as the central point of contact for the news media; drives the use of technology and digital media to further enhance community and stakeholder relationships; and oversees internal employee communications. The Division provides a unique and robust Multicultural Engagement Program (formerly called the Multilingual Community Outreach Program) to provide translation and interpretation in Spanish, Chinese/Mandarin, and Russian; coordinate leadership development and networking in the community; and conduct outreach to share information about City services and meetings. As the hub of Citywide communications, the Division strives to build deeper connections with the community, deliver clear communications that enhance transparency and exemplify the City’s values and identity, and use technology and outreach to enhance community engagement.

MAJOR DIVISION CHANGES

- General Operating Fund:
  - Community Outreach Specialist Position (1.0 FTE): \$ 139,500

Provides funding for one Community Outreach Specialist. This position will support the continued growth of the Multicultural Engagement Program and increased demand for translation, interpretation, and multicultural outreach services.
  - Communications Enhancement: \$100,000

Provides new funding to enhance and further support communications and outreach efforts concerning City initiatives, programs and services through video productions, publications, digital tools, graphical illustration, web-based platforms, and other communication products.
  - Mountain View Community Television Contract: \$24,500

Provides increased funding for recording and broadcasting of City Council meetings, Environmental Planning Commission meetings, and City event video production.
  - Reclassification of Community Outreach Coordinator to Senior Outreach Coordinator: \$13,900

Provides funding to reclassify one Community Outreach Coordinator position to Senior Outreach Coordinator. This position will support the continued growth of the Multicultural Engagement Program (MEP).

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**CITY MANAGER’S OFFICE—COMMUNICATIONS AND OUTREACH  
DIVISION SUMMARY**

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Communications Wages: \$13,200

Provides increased funding for hourly wages for internships in the Communications Division. The funding will augment staff capacity and provide support for professional development for those exploring careers in local government.

- General Non-Operating Fund:

Language Access and Multicultural Engagement Policy Implementation (limited-period): \$20,000

Provides funding for the implementation of the forthcoming Citywide Language Access and Multicultural Engagement Policy.

Multicultural Engagement Program Support (limited-period): \$10,000

Provides funding for the Multicultural Engagement Program’s supplies and services budget to support community education, outreach, and engagement activities.

**CITY MANAGER'S OFFICE - COMMUNICATIONS AND OUTREACH  
DIVISION SUMMARY**

POSITIONS	2021-22 ADJUSTED	2022-23 ADOPTED	2023-24 RECOM.
Total Regular	3.50	4 *1	5 *3
<b>TOTAL POSITIONS</b>	<b>3.50</b>	<b>4 *2</b>	<b>5 *2</b>

\*1 Addition of 0.50 to the Communications Coordinator Position.

\*2 In addition there is a limited-period Website Coordinator position.

\*3 Addition of a Community Outreach Specialist.

EXPENDITURES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries	\$ 441,364	767,437	955,581
Wages	36,695	115,300	53,500
Benefits	178,069	315,057	395,745
<b>TOTAL PERSONNEL</b>	<b>656,128</b>	<b>1,197,794</b>	<b>1,404,826</b>
Materials and Supplies	31,718	22,500	22,500
Maintenance and Operations	161	43,800	43,800
Utilities	919	0	0
Professional/Technical Services	50,275	40,446	160,446
Other Expenses	16,495	6,425	16,425
<b>TOTAL SUPPLIES AND SERVICES</b>	<b>99,568</b>	<b>113,171</b>	<b>243,171</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 755,696</b>	<b>1,310,965</b>	<b>1,647,997</b>

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**CITY MANAGER’S OFFICE—SUSTAINABILITY  
DIVISION SUMMARY**

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DIVISION MANAGER—CHIEF SUSTAINABILITY AND RESILIENCE OFFICER

DIVISION OVERVIEW

The Sustainability Division oversees the City’s sustainability activities both from a communitywide and municipal operations perspective. This includes formulating strategies and policies and implementing programs and projects based on broad stakeholder engagement with residents, businesses, and City employees and direction from the City Council. The Division addresses environmental, social equity, and economic considerations, seeking to create a more resilient, safe, and livable Mountain View for all community members by: (1) optimizing land use, transportation, energy, water, waste, and ecosystem resources; (2) mitigating and adapting to the effects of climate change through outreach, education, and action; and (3) increasing the efficiency of City operations to reduce expenses.

MAJOR DIVISION CHANGES

- General Non-Operating Fund:

Sustainability Fellow Contract (limited-period): \$ 110,000

Provides continued funding for a professional service agreement for a Sustainability Fellow to support the implementation of Sustainability Action Plan 4 (SAP-4) with a focus on community outreach and engagement.

Sustainability Outreach and Engagement Program (limited-period): \$ 40,000

Provides funding for outreach for the City’s Sustainability program in support of SAP-4.

**CITY MANAGER'S OFFICE - SUSTAINABILITY  
DIVISION SUMMARY**

POSITIONS	2021-22 ADJUSTED	2022-23 ADOPTED	2023-24 RECOM.
Total Regular	4.50	4.50	4.50
<b>TOTAL POSITIONS</b>	<b>4.50</b> *1	<b>4.50</b> *1	<b>4.50</b> *1

\*1 In addition there is a limited-period Analyst I/II position funded by the Sustainability CIP through Fiscal Year 2023-24.

EXPENDITURES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries	\$ 418,625	451,211	445,173
Wages	1,800	0	3,000
Benefits	204,719	251,671	263,331
<b>TOTAL PERSONNEL</b>	<b>625,144</b>	<b>702,882</b>	<b>711,504</b>
Materials and Supplies	5,270	15,000	15,000
Utilities	639	0	0
Professional/Technical Services	66,355	95,000	147,000
Other Expenses	2,570	8,500	8,500
<b>TOTAL SUPPLIES AND SERVICES</b>	<b>74,834</b>	<b>118,500</b>	<b>170,500</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 699,978</b>	<b>821,382</b>	<b>882,004</b>

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**CITY MANAGER’S OFFICE—HUMAN SERVICES  
DIVISION SUMMARY**

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**DIVISION MANAGER—ASSISTANT TO THE CITY MANAGER**

**DIVISION OVERVIEW**

The Human Services Division leads the City’s programs, services, and partnerships to meet the needs of Mountain View’s most vulnerable residents to improve the quality of life for all residents. This includes developing policy recommendations and response strategies; coordinating with community-based organizations, nonprofits, and intergovernmental partners; managing cross-departmental planning; promoting access to essential services; and administering budgets, agreements, and grants. The Division works in collaboration with a network of service providers to assist homeless, unstably housed, and other vulnerable residents through housing services, mental health services, and other basic-need human services.

**MAJOR DIVISION CHANGES**

- **General Operating Fund:**
  - Program Assistant (1.0 FTE): \$175,600

Provides new funding for one Program Assistant position. The position will assist with City programs related to homeless and unstably housed residents, behavioral health services, and other critical needs for vulnerable populations.
  
- **General Non-Operating Fund:**
  - Safe Parking Program (limited-period): \$625,000

Provides funding to continue and expand the Safe Parking Program in support of the Council’s Community for All strategic priority.
  
  - Homelessness Response Funding (limited-period): \$125,000

Provides funding to respond to unanticipated and urgent needs related to homelessness to meet emerging needs and address public health and safety issues.
  
  - Management Fellow Position (0.25 FTE) (limited-period): \$45,500

Provides funding for a Management Fellow position. The objective of this position is to provide increased capacity and an increased level of analysis for important department and Citywide projects. The remaining 0.75 FTE is located in the City Management Division.
  
  - Non-Profit Funding: \$15,200

Provides increased funding to support local non-profit agencies.

**CITY MANAGER'S OFFICE - HUMAN SERVICES  
DIVISION SUMMARY**

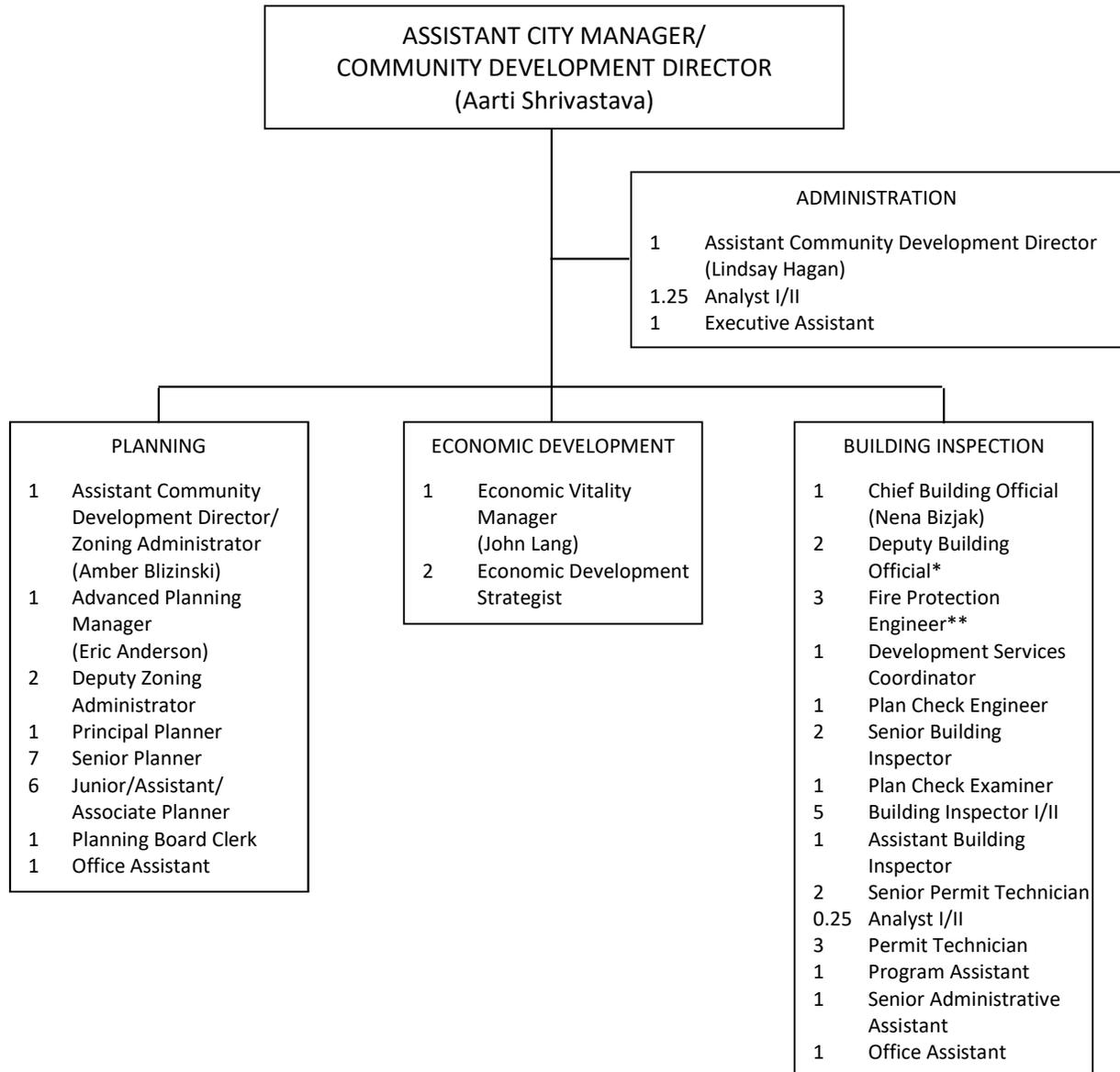
POSITIONS	2021-22 ADJUSTED	2022-23 ADOPTED	2023-24 RECOM.
Total Regular	1.25	1.25	2.25 *1
<b>TOTAL POSITIONS</b>	<b>1.25</b>	<b>1.25</b> *2	<b>2.25</b> *2

\*1 Addition of a Program Assistant.

\*2 In addition there is 0.25 of a limited-period Management Fellow position.

EXPENDITURES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries	\$ 89,313	237,587	341,667
Wages	0	0	0
Benefits	49,349	92,210	157,538
<b>TOTAL PERSONNEL</b>	<b>138,662</b>	<b>329,797</b>	<b>499,205</b>
Professional/Technical Services	90,685	430,900	750,000
Other Expenses	0	291,500	366,585
<b>TOTAL SUPPLIES AND SERVICES</b>	<b>90,685</b>	<b>722,400</b>	<b>1,116,585</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 229,347</b>	<b>1,052,197</b>	<b>1,615,790</b>

# COMMUNITY DEVELOPMENT DEPARTMENT



FISCAL YEAR 2023-24 POSITION TOTALS: 49.5 Full-Time

\* One Deputy Building Official position is funded by the Sustainability CIP through Fiscal Year 2024-25.

\*\* Located in the Community Development Department but budgeted in the Fire Department.

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## **COMMUNITY DEVELOPMENT DEPARTMENT SUMMARY**

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### DEPARTMENT MANAGER—ASSISTANT CITY MANAGER/ COMMUNITY DEVELOPMENT DIRECTOR

#### DEPARTMENT MISSION STATEMENT

The Community Development Department is dedicated to providing high-quality services by developing and implementing a dynamic framework for quality growth and development, enhancing economic vitality, creating a balanced, sustainable and equitable community, and improving the quality of life for the City's residents, businesses, and visitors.

#### DEPARTMENT OVERVIEW

The Community Development Department is responsible for the review of development and building activity to ensure compliance with zoning and building codes, the achievement of economic development goals, General Plan policies, the California Environmental Quality Act, and community values. The Department assists the community in establishing land use and neighborhood plans and ensures the quality of new projects through the design and development review process. The Department staffs the Environmental Planning Commission, the Development Review Committee, the Administrative Zoning and Subdivision Committee, the Downtown Committee, and the Visual Arts Committee in addition to establishing and maintaining communications with residents, developers, businesses, other governmental agencies, and City departments. The Department also provides technical and policy support to the City Manager and other departments.

#### DEPARTMENT FUNCTIONS

- Ensure quality development that is sensitive to community goals and consistent with City standards.
- Coordinate effective and efficient responses to individual applications or Environmental Planning Commission-/City Council-initiated General Plan and Zoning Ordinance amendments and Precise Plan changes. (M 1)
- Provide support for the comprehensive planning goals of the City Council and the Environmental Planning Commission and effective integration of public input into the process. (M 1)
- Provide timely, professional assistance with the review of proposed subdivision applications and development applications for Administrative Zoning and Subdivision Committee hearings.
- Provide zoning and planning information to the public in a timely, complete, accurate, and courteous manner. (M 2)
- Provide a foundation for long-range planning activities by maintaining comprehensive databases on land use, demographics, and economics.
- Retain existing businesses and attract new businesses throughout the City. (M 4)
- Provide staff support to the Administrative Zoning/Subdivision Committee, Development Review Committee, Environmental Planning Commission, Downtown Committee, and Visual Arts Committee.
- Implement economic development strategies. (M 4)

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## COMMUNITY DEVELOPMENT DEPARTMENT SUMMARY

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- Maintain the efficiency of the City’s plan review and permit system and building fire/life safety inspection elements of the City’s development review process while integrating the requirements of City departments and other public agencies with community service goals. (M 5, 6, 7)
- Coordinate development from design review through construction.
- Support code enforcement efforts.

### FISCAL YEAR 2022-23 ACCOMPLISHMENTS

*(Items in **bold** are tied to Fiscal Years 2021-22 and 2022-23 Strategic Roadmap Action Plan Projects)*

- Launched and began community outreach for the development of an Economic Vitality Strategy.
- Approved the Middlefield Park Master Plan.
- Completed the Draft Housing Element for submittal to HCD.
- Approved minor amendments to the Downtown Precise Plan Areas A, G, and H.
- Began community outreach, background research, and development of an update to the City’s Historic Preservation Ordinance.
- Began implementation of process and technology improvements to align with the Matrix Consulting Group Development Review Assessment recommendations, including improving on-time response rates for review of planning applications, launching online permit intake and distribution software (ProjectDox), creating an Assistant Director position to oversee process improvements, and conducting stakeholder outreach.
- Implemented Elevate MV, the City’s Guaranteed Basic Income pilot program in conjunction with the City Manager’s Office.
- Continued to coordinate and support the closure of the 100 through 300 blocks of Castro Street, interim improvements, and outdoor design guidelines in conjunction with the Public Works, Community Services, Fire and Police Departments.
- Implemented Council’s adopted ordinance on responsible construction and

### MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR FISCAL YEARS 2023-24 AND 2024-25

*(Items in **bold** are tied to potential Fiscal Years 2023-24 and 2024-25 Strategic Roadmap Action Plan Projects)*

- **Review and update the Shoreline Regional Park Community Shoreline Area Plan in conjunction with the Community Services and Public Works Departments, City Attorney’s Office, and City Manager’s Office.**
- **Begin developing a comprehensive update to the Downtown Precise Plan.**
- **Review and recommend potential updates to the Gatekeeper development authorization process.**

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## COMMUNITY DEVELOPMENT DEPARTMENT SUMMARY

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- **Implement strategies for a vibrant downtown, including the Castro Pedestrian Mall, in conjunction with the Public Works Department and Community Services Department.**
- **Continue to develop updates to the Historic Preservation Ordinance, establishing a process and criteria for the designation of local historic districts, and update the Historic Register.**
- **Begin implementation of the Economic Vitality Strategy (including strategies to support small businesses).**
- **Begin development of a Moffett Boulevard Precise Plan, in conjunction with the Public Works Department.**
- **Propose revisions to the R3 Zone standards to promote a mix of housing types and make recommendations regarding parcels with existing units that exceed the density currently allowed by the Zoning Ordinance/General Plan with the R3 Zone update.**
- **Support the Castro Grade Separation Project (Transit Center Master Plan) in conjunction with the Public Works Department.**
- **Complete the Citywide Transportation Demand Management (TDM) Ordinance update in conjunction with the Public Works Department.**
- **Begin preparation of a Citywide Travel Demand Update (including the Greenhouse Gas Reduction Program), in conjunction with the Public Works Department.**
- **Support the completion of the Biodiversity Plan and Urban Forestry Plan (biodiversity requirements and Community Tree Master Plan) in conjunction with the Community Services and Public Works Departments.**
- **Support the preparation of a Citywide update to the Cost Allocation Plan and Master Fee Schedule in conjunction with the Finance and Administrative Services Department.**
- **Begin to implement and develop programs, policies, updates to city code regulations as directed by the adopted Housing Element including rezoning and ADU/SB 9 implementation.**
- **Finalize a Public Art Strategy and encourage public art, in conjunction with the Visual Arts Committee.**
- **Implement elements of the Downtown Parking Strategy including revamping the downtown parking permit program**
- **Launch new small business ARPA grant funding programs to further support Mountain View businesses.**
- **Continue implementing the recommendations from the Matrix Consulting Group study on enhancements to the development review process, including streamlining process improvements and implementation of technology, in conjunction with the Public Works, Fire, Community Services, Finance and Administrative Services, and Information Technology Departments and City Attorney's Office.**
- **Update the building permit review process to align with AB 2234 and other State Law timelines.**
- **Collaborate with the Los Altos School District to design the shared use open space at the new school site on California Street, in conjunction with Community Services and Public Works Departments.**

**COMMUNITY DEVELOPMENT  
DEPARTMENT SUMMARY**

- Coordinate the design of the Middlefield Park Master Plan and North Bayshore Master Plan, in conjunction with the Community Services and Public Works Departments.

PERFORMANCE/WORKLOAD MEASURES

	<b>2020-21 Actual</b>	<b>2021-22 Actual</b>	<b>2022-23 Target</b>	<b>2022-23 6 Months</b>	<b>2023-24 Target</b>
<b>Planning:</b>					
1. Number of Planning public hearing and meeting items (Administrative Zoning, DRC, EPC, City Council)		New For FY22-23	100	50	100
2. Number of Planning project reviews by staff		New For FY22-23	500	244	500
3. Percentage of on-time response rates by Project Coordinating Committee members. <sup>(A)</sup>	32% <sup>(B)</sup>	76%	Discontinued		
<b>Economic Development:</b>					
4. Number of new and existing Mountain View businesses assisted.	New for FY21-22	79	75	42	70
<b>Building Inspection:</b>					
5. Percentage of time where City provides 24-hour building inspection response for those inspection requests received by 3:00 p.m. on weekdays.	100%	100%	100%	100%	100%
6. Number of Building and Fire inspections performed.	55,282	59,570	45,000	26,897	40,000
7. Number of Building and Fire plan checks performed.	4,779 <sup>(C)</sup>	5,067	4,000	2,629	3,500

<sup>(A)</sup> Response rates for a three-week time frame by departments/divisions (Building, Public Works, Fire, CSD, etc.) providing comments regarding planning applications to the Planning Division.

<sup>(B)</sup> Lower due to high volume of submittals, staffing vacancies, and COVID-19 Shelter-in-Place orders. For Fiscal Year 2020-21, Planning received 382 on-time comments out of 1,179 items.

<sup>(C)</sup> Numbers are lower than expected due to COVID-19 Shelter-in-Place orders. Staff was unable to provide services requested by the public for plan check and inspections.

**COMMUNITY DEVELOPMENT  
DEPARTMENT SUMMARY**

POSITIONS	2021-22 ADJUSTED	2022-23 ADOPTED	2023-24 RECOM.
Assistant City Manager/Comm. Dev. Director	1	1	1
Assistant Community Development Director	1	2 *2	2 *5/6
Economic Vitality Manager	1	1	1
Housing & Neighborhood Svcs Manager	1	1	0 *5
Chief Building Official	1	1	1
Planning Manager/Zoning Administrator	1	1	0 *6
Advanced Planning Manager	1	1	1
Deputy Zoning Administrator	2	2	2
Principal Planner	1	1	1
Deputy Building Official	1	1	2 *6
Economic Development Strategist	1	1	2 *7
Development Services Coordinator	1	1	1
Plan Check Engineer	1	1	1
Senior Building Inspector	2	2	2
Project Manager	1	1	0 *5
Plan Check Examiner	0	0	1 *8
Senior Housing Officer	1	1	0 *5
Senior Planner	6	7 *2	7
Housing Officer	1	1	0 *5
Building Inspector I/II	6	6	5 *6
Asst/Associate Planner	5	6 *2	6
Housing Specialist I/II	1	1	0 *5
Assistant Building Inspector	2	2	1 *9
Senior Management Analyst	1	1	0 *5
Analyst I/II	5	5 *3	1.50 *5
Senior Permit Technician	0	0	2 *8/9
Permit Technician	3	3	3
Program Assistant	1	1	1
Planning Board Clerk	1	1	1
Executive Assistant	0	1 *2	1
Senior Administrative Assistant	3	3	1 *5
Office Assistant	2	3 *2	2 *5
<b>TOTAL REGULAR</b>	<u>55</u>	<u>60</u>	<u>49.50</u>
<b>TOTAL POSITIONS</b>	<u>55</u> *1	<u>60</u> *4	<u>49.50</u>

\*1 In addition there are the following limited-period positions: Senior Planner (for the duration of the Google Reimbursement Agreement), an Asst/Associate Planner, and a 0.5 FTE Senior Administrative Assistant.

\*2 Addition of Assistant Community Development Director, Senior Planner, Asst/Associate Planner, Executive Assistant, and Office Assistant positions.

\*3 Midyear addition of an Analyst I/II and moved an Analyst I/II to the Public Works Department.

\*4 In addition there are the following limited-period positions: Two Senior Planners (for the duration of Google Reimbursement Agreement) and a 0.75 FTE Business Development Specialist.

\*5 Transfer of 13.5 positions to the Housing Department.

\*6 Midyear reclassifications of a Planning Manager/Zoning Administrator position to Assistant Community Development Director and a Building Inspector I/II position to a Deputy Building Official.

\*7 Title change from Business Development Specialist to Economic Development Strategist and midyear addition of a Economic Development Strategist.

\*8 Addition of a Senior Permit Technician and a Plan Check Examiner.

\*9 Reclassification of an Assistant Building Inspector position to Senior Permit Technician.

**COMMUNITY DEVELOPMENT  
DEPARTMENT SUMMARY**

DEPARTMENT DIVISIONS	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Community Development Administration	\$ 715,647	936,439	782,924
Planning	3,720,979	5,849,435	5,957,109
Economic Development	989,556	1,282,709	1,298,803
Housing and Neighborhood Services	3,292,168	22,061,083	0 *1
Building	5,123,912	5,532,168	6,087,376
<b>TOTAL EXPENDITURES</b>	<b>\$ 13,842,263</b>	<b>35,661,834</b>	<b>14,126,212</b>

\*1 Transfer of the Housing and Neighborhood Services Division to the Housing Department.

EXPENDITURE SUMMARY	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries Wages and Benefits	\$ 9,025,566	13,038,822	11,039,896
Supplies and Other Services	4,260,463	22,381,612	2,935,916
Capital Outlay	76,200	94,000	0
Interfund Expenditures	480,033	147,400	150,400
<b>TOTAL EXPENDITURES</b>	<b>\$ 13,842,263</b>	<b>35,661,834</b>	<b>14,126,212</b>

FUNDING SOURCES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
General Operating	\$ 1,810,580	2,097,037	1,564,769
General Non-Operating	30,168	109,100	0
Development Services	8,397,453	10,593,121	11,274,281
Below-Market-Rate Housing	677,495	16,305,600	0
Housing Impact	204,224	1,437,526	0
CSFRA/Rental Housing Committee	1,195,677	1,783,241	0
MHRSO/Rental Housing Committee	111,582	296,249	0
Parking District No.2	499,557	578,551	589,124
Grants	626,294	1,746,795	0
Shoreline Regional Park Community	289,234	714,614	698,038
<b>TOTAL FUNDING</b>	<b>\$ 13,842,263</b>	<b>35,661,834</b>	<b>14,126,212</b>

REVENUE SUMMARY	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
General Licenses & Permits	\$ 4,991,638	7,246,100	7,440,100
Federal Intergovernmental Revenue	5,015	872,267	0
General Service Charges	7,224,703	6,158,500	4,763,600
Miscellaneous Revenue	0	0	0
<b>TOTAL REVENUES</b>	<b>\$ 12,221,356</b>	<b>14,276,867</b>	<b>12,203,700</b> *1

\*1 Revenue decrease mainly due to transfer of the Housing and Neighborhood Services Division to the Housing Department.

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**COMMUNITY DEVELOPMENT—ADMINISTRATION  
DIVISION SUMMARY**

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DIVISION MANAGER—ASSISTANT CITY MANAGER/  
COMMUNITY DEVELOPMENT DIRECTOR

DIVISION OVERVIEW

Administration is responsible for the management of the Community Development Department and provides land use policy support to the City Manager and other City Departments. The Division provides leadership, policy development, administrative and technical support, career development, and training opportunities.

MAJOR DIVISION CHANGES

- General Operating Fund:
  - Employee Wellness and Team Building: \$9,500
  - Provides new funding for employee wellness and team building events.

**COMMUNITY DEVELOPMENT - ADMINISTRATION  
DIVISION SUMMARY**

POSITIONS	2021-22 ADJUSTED	2022-23 ADOPTED	2023-24 RECOM.
Total Regular	2.75	3 <sup>*1</sup>	2.50 <sup>*2</sup>
<b>TOTAL POSITIONS</b>	<b>2.75</b>	<b>3</b>	<b>2.50</b>

\*1 Addition of 0.25 FTE Executive Assistant.

\*2 Transfer of 0.5 FTE Analyst I/II position to the Housing Department.

EXPENDITURES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries	\$ 469,746	566,662	472,584
Benefits	205,606	272,618	203,681
<b>TOTAL PERSONNEL</b>	<b>675,352</b>	<b>839,280</b>	<b>676,265</b>
Materials and Supplies	32,619	58,448	64,413
Maintenance and Operations	0	286	286
Professional/Technical Services	0	5,060	5,060
Other Expenses	7,676	33,365	36,900
<b>TOTAL SUPPLIES AND SERVICES</b>	<b>40,295</b>	<b>97,159</b>	<b>106,659</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 715,647</b>	<b>936,439</b>	<b>782,924</b>

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**COMMUNITY DEVELOPMENT—PLANNING  
DIVISION SUMMARY**

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DIVISION MANAGER—ASSISTANT COMMUNITY DEVELOPMENT DIRECTOR/  
PLANNING MANAGER

DIVISION OVERVIEW

The Planning Division is responsible for developing and implementing the goals, policies and objectives of the City’s General Plan, Precise Plans and Zoning Ordinance. The Planning Division processes land use and development applications and creates land use policy and standards to achieve the Council’s vision of a welcoming, vibrant city that plans intentionally and leads regionally to create livable, sustainable neighborhoods, accessible to nature and open spaces, and a strong innovation-driven local economy. The Division guides development by providing exceptional customer experience through planning services delivered in a responsive, resourceful, and solution-oriented manner. The Division also manages land use data for the City and supports the Environmental Planning Commission, Development Review Committee, and Administrative Zoning and Subdivision Committee hearings.

MAJOR DIVISION CHANGES

- General Operating Fund:
  - Legal Services: \$50,000  
Provides increased funding for legal services related to development projects, planning policy development, and planning related laws, regulations, and implementation.
  
- Development Services Fund:
  - Planning Contract Services: \$175,000  
Provides increased funding for contract consultants to provide assistance to Planning staff in reviewing complex development projects.
  
  - Planning Legal Services: \$125,000  
Provides increased funding for legal services related to development projects, planning policy development, and planning related laws, regulations, and implementation.
  
  - Memberships, Dues, and Filing Fees: \$5,500  
Provides increased funding for annual memberships for American Planning Association (APA), US Green Building Council, American Institute of Certified Planners, and others.

**COMMUNITY DEVELOPMENT - PLANNING  
DIVISION SUMMARY**

POSITIONS	2021-22 ADJUSTED	2022-23 ADOPTED	2023-24 RECOM.
Total Regular	20	22.38 *2	21.38 *4
<b>TOTAL POSITIONS</b>	<b>20</b> *1	<b>22.38</b> *3	<b>21.38</b>

\*1 In addition there are the following limited-period positions: Senior Planner and Asst/Associate Planner.

\*2 Addition of Assistant Community Development Director, Senior Planner, Asst/Associate Planner, and 0.38 Executive Assistant positions, and moved an Analyst I/II to the Public Works Department.

\*3 In addition there are two limited-period Senior Planner positions for the duration of Google Reimbursement Agreement.

\*4 Transfer of an Assistant Community Development Director position to the Housing Department.

EXPENDITURES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries	\$ 2,329,517	3,406,480	3,396,864
Wages	3,307	0	0
Benefits	1,142,592	1,819,548	1,746,338
<b>TOTAL PERSONNEL</b>	<b>3,475,415</b>	<b>5,226,028</b>	<b>5,143,202</b>
Materials and Supplies	1,907	45,515	45,515
Maintenance and Operations	1,446	0	0
Utilities	912	0	0
Professional/Technical Services	210,977	392,892	742,892
Other Expenses	5,322	185,000	25,500
<b>TOTAL SUPPLIES AND SERVICES</b>	<b>220,564</b>	<b>623,407</b>	<b>813,907</b>
Capital Outlay	25,000	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$ 3,720,979</b>	<b>5,849,435</b>	<b>5,957,109</b>

REVENUES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
General Licenses & Permits	\$ (360)	15,100	15,100
General Service Charges	1,100,648	875,000	1,005,000
<b>TOTAL REVENUES</b>	<b>\$ 1,100,288</b>	<b>890,100</b>	<b>1,020,100</b>

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**COMMUNITY DEVELOPMENT—ECONOMIC DEVELOPMENT  
DIVISION SUMMARY**

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DIVISION MANAGER—ECONOMIC VITALITY MANAGER

DIVISION OVERVIEW

Economic Vitality focuses on fostering a solutions-based approach that supports the diverse business ecosystem within Mountain View. Economic Vitality staff seek forward thinking policies, partnership opportunities, and establishing programs that are responsive to business needs. The team works across divisions and departments within the City as an advocate for helping businesses thrive in the City. Staff are frequently the first point of contact for entrepreneurs, businesses and brokers seeking clarity in navigating City policies and processes. The division liaisons with the Mountain View Chamber of Commerce, NOVAWorks, Downtown Business Association and regional economic development programs.

The Economic Vitality Division is also responsible for staffing both the Downtown and Visual Arts Committees. The Division works closely with businesses, property owners, and developers. The Division is responsible for recruitment and retention of businesses, the review of public and private projects in downtown, coordination for the continued improvement and maintenance of downtown, and for implementation of the Downtown Precise Plan.

MAJOR DIVISION CHANGES

- Shoreline Regional Park Community Fund:

Retail Vacancy Analysis and Support (limited-period): \$10,000

Provides funding for consultant services to analyze and support the marketing, promotion, and development of vacant storefronts within the City.

**COMMUNITY DEVELOPMENT - ECONOMIC DEVELOPMENT  
DIVISION SUMMARY**

POSITIONS	2021-22 ADJUSTED	2022-23 ADOPTED	2023-24 RECOM.
Total Regular	2	2	3 <sup>*3</sup>
<b>TOTAL POSITIONS</b>	<b>2</b> <sup>*1</sup>	<b>2</b> <sup>*2</sup>	<b>3</b>

\*1 In addition there is a limited-period 0.5 FTE Senior Administrative Assistant position.

\*2 In addition there is a limited-period 0.75 FTE Business Development Specialist position.

\*3 Midyear addition of an Economic Development Strategist.

EXPENDITURES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries	\$ 361,881	549,942	522,403
Wages	48,358	32,000	32,000
Benefits	205,788	189,887	263,520
<b>TOTAL PERSONNEL</b>	<b>616,027</b>	<b>771,829</b>	<b>817,923</b>
Materials and Supplies	5,724	11,610	11,610
Maintenance and Operations	77,226	96,000	96,000
Utilities	84,025	133,000	133,000
Professional/Technical Services	69,308	146,500	109,500
Other Expenses	28,848	15,370	22,370
<b>TOTAL SUPPLIES AND SERVICES</b>	<b>265,129</b>	<b>402,480</b>	<b>372,480</b>
Interfund Expenditures	108,400	108,400	108,400
<b>TOTAL EXPENDITURES</b>	<b>\$ 989,556</b>	<b>1,282,709</b>	<b>1,298,803</b>

REVENUES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
General Licenses & Permits	\$ (1,200)	156,000	300,000
General Service Charges	163,686	178,600	178,600
<b>TOTAL REVENUES</b>	<b>\$ 162,486</b>	<b>334,600</b>	<b>478,600</b>

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**COMMUNITY DEVELOPMENT—BUILDING  
DIVISION SUMMARY**

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DIVISION MANAGER—CHIEF BUILDING OFFICIAL

DIVISION OVERVIEW

The Building Division provides customer-focused services for code administration, plan review and field inspections of buildings to ensure a safe, accessible, and energy efficient environment throughout the community. The Division is primarily responsible for the review of all building construction-related applications for conformance to the adopted California Building and Fire Codes and other adopted City Codes to ensure safe and habitable structures within the City. The Building Division inspection services help to ensure conformance to the adopted codes and adherence to approved construction plans. Building Inspection staff is also a valuable resource to the community and City staff for building, fire, plumbing, electrical, mechanical, State- and Federal-related code questions, interpretations, and guidance.

MAJOR DIVISION CHANGES

- Development Services Fund:

Plan Check Examiner Position (1.0 FTE):	\$230,300
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Provides funding for one Plan Check Examiner position. The position will address increased workload due to high volume of building permits in addition to complex new code adoption, policies, and standards.

Senior Permit Technician Position (1.0 FTE):	\$200,700
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Provides funding for one Senior Permit Technician position. The position will address the increase in volume and complexity of development projects.

**COMMUNITY DEVELOPMENT - BUILDING  
DIVISION SUMMARY**

POSITIONS	2021-22 ADJUSTED	2022-23 ADOPTED	2023-24 RECOM.
Total Regular	20.25	20.62 *1	22.62 *2
<b>TOTAL POSITIONS</b>	<b>20.25</b>	<b>20.62</b>	<b>22.62</b>

\*1 Addition of 0.37 Executive Assistant position.

\*2 Addition of a Senior Permit Technician and a Plan Check Examiner.

EXPENDITURES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries	\$ 1,791,327	2,405,779	2,834,085
Wages	43,382	0	0
Benefits	983,124	1,429,519	1,568,421
TOTAL PERSONNEL	2,817,833	3,835,298	4,402,506
Materials and Supplies	22,628	35,515	35,515
Maintenance and Operations	5,646	53,500	53,500
Utilities	14,764	20,000	20,000
Professional/Technical Services	2,211,137	1,510,000	1,510,000
Other Expenses	5,271	38,855	23,855
TOTAL SUPPLIES AND SERVICES	2,259,446	1,657,870	1,642,870
Capital Outlay	25,000	0	0
Interfund Expenditures	21,633	39,000	42,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 5,123,912</b>	<b>5,532,168</b>	<b>6,087,376</b>

REVENUES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
General Licenses & Permits	\$ 4,993,198	7,075,000	7,125,000
General Service Charges	4,181,865	3,580,000	3,580,000
<b>TOTAL REVENUES</b>	<b>\$ 9,175,063</b>	<b>10,655,000</b>	<b>10,705,000</b>

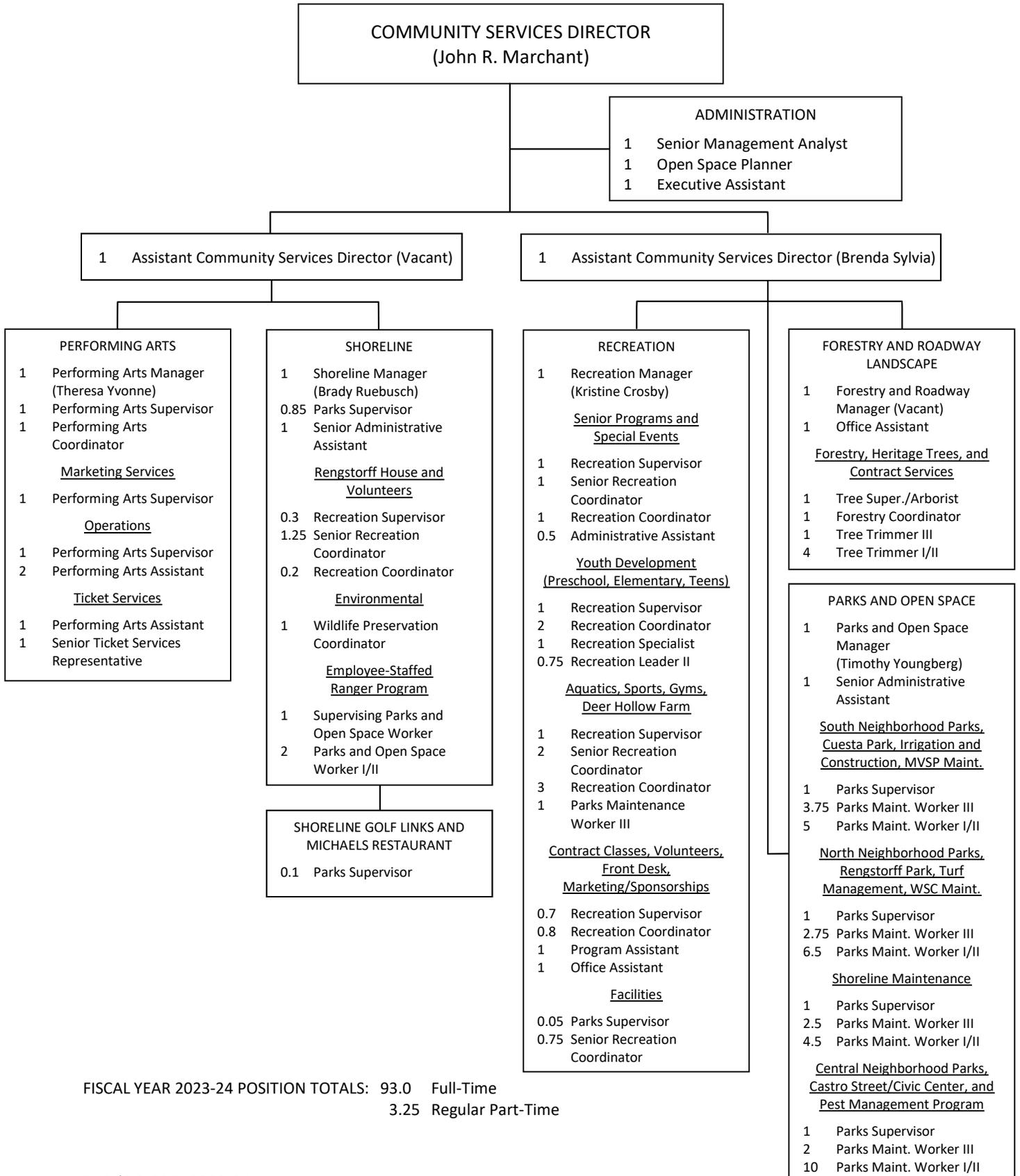
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**NOTES**

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# COMMUNITY SERVICES DEPARTMENT



FISCAL YEAR 2023-24 POSITION TOTALS: 93.0 Full-Time  
3.25 Regular Part-Time

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## **COMMUNITY SERVICES DEPARTMENT SUMMARY**

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### DEPARTMENT MANAGER—COMMUNITY SERVICES DIRECTOR

#### DEPARTMENT MISSION STATEMENT

To create community through people, parks, and programs; provide recreational experiences; promote health and wellness; foster human development; protect environmental and open-space resources; strengthen security and safety; support economic growth; facilitate community problem-solving; and strengthen community image and sense of place.

#### DEPARTMENT OVERVIEW

The Community Services Department is responsible for the programming and operation of the Mountain View Center for the Performing Arts; for the continued development and operation of commercial and recreational activities at the City's 750-acre Shoreline at Mountain View Regional Park; for the maintenance and operation of Shoreline Golf Links/Michaels at Shoreline Restaurant and of Stevens Creek Trail; for the maintenance of City-owned parks, roadway landscaping, and street trees; and for delivery of recreation programs and services that make Mountain View a better place to live now and in the future.

#### DEPARTMENT FUNCTIONS

- Assure that services provided are responsive to community needs. (M 1, 2, 3, 4, 5, 6, 7, 8, 15, 16, 17, 19, 20, 21, 22, 23, 24, 25, 26, 27)
- Analyze the Department's services to assure they are provided in a cost-effective manner.
- Continue to monitor and evaluate use of recycled water and maintain current aesthetics and plant health.
- Provide access to performing arts facilities and provide quality service for clients/licensees. (M 2, 3, 4, 5)
- Provide entertainment opportunities for Center for the Performing Arts patrons. (M 2, 3)
- Provide education and outreach opportunities to the community.
- Comply with various regulatory agency requirements as they relate to wetlands, wildlife, and land use in the Shoreline at Mountain View area.
- Provide the community and visitors a safe and secure outdoor recreation experience by proper maintenance and supervision of trails, pathways, roadway/landscaped areas, turf areas, and facilities in the Shoreline and North Bayshore areas. (M 6, 10, 11, 12)
- Manage and operate Shoreline Golf Links and Michaels at Shoreline Restaurant in such a manner as to maximize operating revenues and control operating expenses. (M 7, 8, 9)
- Provide golfing customers an enjoyable golfing experience, including enhanced playing conditions and high levels of customer service. (M 7, 8, 9)
- Manage the Urban Forestry Program, including maintenance of street, median, and park trees, and enforcement of the Heritage Tree Ordinance. (M 10, 11, 12)

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## COMMUNITY SERVICES DEPARTMENT SUMMARY

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- Maintain all City landscaped areas, including parks, Stevens Creek Trail, medians, roadways, vacant land, and public facilities. (M 10, 11, 12, 13, 14)
- Conduct safety inspections of all park and playground areas and equipment.
- Monitor and evaluate Recreation Cost-Recovery Policy goals as approved by the City Council.
- Continue to implement positive and constructive activities for youth.
- Provide or facilitate scheduling of youth, adult, and older adult recreation activities, sports, classes, events, and facility rentals at the Community Center, Senior Center, The View Teen Center, Mountain View Sports Pavilion, Whisman Sports Center, Graham Sports Complex, Shoreline Athletic Fields, Cuesta Tennis Center, historic Adobe Building, and Rengstorff House as well as various park areas and school sites. (M 15, 16, 17, 18, 22, 23, 24, 25, 26, 27)
- Provide environmental education classes and camps at Deer Hollow Farm.
- Coordinate the Citywide volunteer program and establish effective partnerships with community-based organizations. (M 19)
- Provide a comprehensive aquatics program using Eagle and Rengstorff Pools. (M 20, 21)
- Plan, implement, and review Citywide special events.

### FISCAL YEAR 2022-23 ACCOMPLISHMENTS

*(Items in **bold** are tied to Fiscal Years 2021-22 and 2022-23 Strategic Roadmap Action Plan Projects)*

- **Developed and adopted the Shoreline Wildlife Management Plan to ensure the protection of habitat for wildlife within Shoreline at Mountain View and other ecologically important areas in the North Bayshore area.**
- Completed the Shoreline Sailing Lake Improvement Project, which included establishing erosion control, replacing the dock, building a kayak launch and installing a sediment barrier/pier, in conjunction with the Public Works Department.
- Completed phase one of creating additional pollinator habitat to expand biodiversity at Shoreline at Mountain View and began phase two, utilizing a grant and volunteer support to perform the project.
- Completed construction and hosted a grand opening for Pyramid Park, in conjunction with the Public Works Department.
- Supported the design of the Middlefield Park Master Plan and North Bayshore Master Plan, in conjunction with the Community Development and Public Works Departments.
- Implemented adjustments to citywide irrigation practices in response to the 2021 irrigation audit findings and ongoing drought conditions.

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## COMMUNITY SERVICES DEPARTMENT SUMMARY

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- Supported the purchase of multiple properties Citywide to be developed into new parks, in conjunction with the Public Works Department.
- Implemented a Pickleball Pilot program at Rengstorff Park by adding six pickleball courts with blended lines to tennis courts three and four, with designated times for pickleball and tennis play.
- Responded to a high volume of tree related issues caused by multiple winter storms, including ensuring safety of roadways by clearing fallen trees and debris, and maintaining damaged or fallen street, median and park trees.
- Registered a record number of participants for Recreation classes and camps, receiving the highest enrollment and revenue for each season to date.
- Collaborated with the non-profit organization Canopy to host Arbor Day activities at Pioneer Park including a Mayor's tree planting.
- Transformed the previous Thursday Night Live series into an 18-week Concert on the Plaza series to provide further activation of Civic Center Plaza.
- Implemented and expanded citywide Special Events including Monster Bash, Community Tree Lighting Celebration, KidStock, Concerts on the Plaza, and Outdoor Movie Nights, and brought back July 4th Fireworks at Shoreline Amphitheatre.
- Continued to coordinate and support the closure of the 100 through 300 blocks of Castro Street, interim improvements, and outdoor design guidelines in conjunction with the Public Works, Community Development, Fire and Police Departments.

### MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR FISCAL YEARS 2023-24 AND 2024-25

*(Items in **bold** are tied to potential Fiscal Years 2023-24 and 2024-25 Council Work Plan Projects)*

- **Develop a Parks and Recreation Strategic Plan to increase access to parks and open space throughout the City, assess community needs and current programming, and review and identify funding strategies for future parks and open space needs, in conjunction with the Public Works and Community Development Departments.**
- **Develop a citywide Biodiversity Strategy to define biodiversity requirements for landscaping in Mountain View, in conjunction with the Community Development and Public Works Departments.**
- **Incorporate the goals and objectives of the Community Tree Master Plan into a new citywide Biodiversity Strategy and Urban Forest Plan which will include a review of existing policies, ordinances and guidelines for planning and development.**
- **Develop a Dark Skies ordinance in conjunction with the Public Works and Community Development departments.**
- **Revitalize Gateway Park in conjunction with the Public Works department.**
- **Support the preparation of a Citywide update to the Cost Allocation Plan and Master Fee Schedule in conjunction with the Finance and Administrative Services Department.**

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## COMMUNITY SERVICES DEPARTMENT SUMMARY

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- **Review and update the Shoreline Regional Park Community Shoreline Area Plan in conjunction with the Community Development and Public Works Departments, City Attorney's Office, and City Manager's Office.**
- Support the completion of improvements to parks and facilities, including Cuesta Park and Sylvan Park, in conjunction with the Public Works Department.
- Collaborate with the Los Altos School District to design the shared use open space at the new school site on California Street, in conjunction with Community Development and Public Works Departments.
- Support design and construction of Fayette Park, Villa Park, and Evelyn Park, in conjunction with the Public Works Department.
- Support fundraising, design, and construction of an all-inclusive playground in conjunction with the Magical Bridge Foundation, in conjunction with Public Works Department.
- Support the construction and completion of the Rengstorff Park Aquatics Center Replacement Project, in conjunction with the Public Works Department and prepare for a grand opening and operations of the new facility.
- Review the Home Company Program at the Mountain View Center for the Performing Arts and bring forward suggested changes to the program from the Performing Arts Committee to City Council.
- Support design and construction of the Center for the Performing Arts SecondStage seating and support space upgrade, in conjunction with the Public Works Department.
- Replace the play structure (scow) at Shoreline at Mountain View
- Support the design of the Middlefield Park Master Plan and North Bayshore Master Plan, in conjunction with the Community Development and Public Works Departments.
- Continue to coordinate the process for a permanent closure of the 100 to 300 blocks of Castro Street and implementation of interim improvements until a permanent Pedestrian Mall can be designed and constructed, in conjunction with the Public Works, Community Development, and Police Departments.
- Renovate greenside bunkers at Shoreline Golf Links to reshape, line, and add new sand to improve course playability.
- Expand biodiversity in Shoreline at Mountain View by increasing and enhancing pollinator habitats
- Identify opportunities to purchase property for new parks, in conjunction with the Public Works Department.
- Support the Pickleball Court Preliminary Study and Design process, in conjunction with the Public Works Department
- Continue supporting the implementation of the recommendations from the Matrix Consulting Group study on enhancements to the development review process, including streamlining process improvements and implementation of technology, in conjunction with the Public Works, Fire, Community Development, Finance and Administrative Services, and Information Technology Departments and City Attorney's Office.

**COMMUNITY SERVICES  
DEPARTMENT SUMMARY**

PERFORMANCE/WORKLOAD MEASURES

	2020-21 Actual	2021-22 Actual	2022-23 Target	2022-23 6 Months	2023-24 Target
<b>Administration:</b>					
1. Number of open space acres per 1,000/population:					
Including North Bayshore Area	13.5	13.5	>3	13.5	>3
Excluding North Bayshore Area	2.7 <sup>(A)</sup>	2.8 <sup>(A)</sup>	>3	2.8 <sup>(A)</sup>	>3
<b>Center for the Performing Arts:</b>					
2. Number of use days <sup>(B)</sup>	79 <sup>(C)</sup>	376	>240	214	>300
3. Number of performances	77 <sup>(C)</sup>	396	>195	217	>300
4. Percentage of clients surveyed who rate the theatre experience as “very good” or “outstanding”	100%	97%	>90%	100%	>90%
5. Percentage of patrons surveyed who say they enjoyed their experience at the MVCPA	N/A <sup>(D)</sup>	N/A <sup>(D)</sup>	>90%	N/A <sup>(D)</sup>	>90%
<b>Shoreline:</b>					
6. Number of Rengstorff House rentals	22 <sup>(C)</sup>	454	>350	155	>350
<b>Shoreline Golf Links:</b>					
7. Number of paid rounds of golf	79,355	82,223	>78,256	38,774	>79,108
8. Number of tournament rounds	4,657 <sup>(C)</sup>	5,197	>5,125	2,674	>5,125
9. Number of memberships	508 <sup>(C)</sup>	679	>740	321	>528
<b>Forestry:</b>					
10. Average maintenance cost per landscaped median acre	\$13,157	\$11,222	<\$14,000	\$4,297 <sup>(E)</sup>	<\$14,000
11. Number of trees planted	180 <sup>(C)</sup>	461	>256	43	>256
12. Number of trees trimmed	2,668	3,135	>2,700	1,499	>2,700
<b>Parks and Open Space:</b>					
13. Average maintenance cost per park acre (not including Shoreline at Mountain View)	\$23,769 <sup>(F)</sup>	\$23,022 <sup>(F)</sup>	<\$25,000	\$19,047 <sup>(G)</sup>	<\$25,000
14. Average water consumption per park acre	749 units	610 units	<850 units	457 units	<850 units
<b>Recreation:</b>					
15. Percentage of class registrations completed online (net, not including golf, tennis, drop-in or lap swim)	89%	88%	>70%	86%	>70%
16. Number of participants registered in Recreation classes	6,834 <sup>(C)</sup>	8,709	>7,000	7,902	>8,500
17. Number of facility rental bookings/hours:					
Community Center	5,930 <sup>(C)</sup>	9,472	>6,000	3,254	>6,000
Senior Center	130 <sup>(C)</sup>	1,289	>750	377	>750
Adobe Building	0 <sup>(C)</sup>	594	>400	753	>700
Gyms	479 <sup>(C)</sup>	3,961	>2,200	2,500	>5,000
Athletic Fields	21,323 <sup>(C)</sup>	29,053	>25,000	14,709	>30,000
18. Barbecue Rentals	2,408 <sup>(C)</sup>	9,372	>6,000	6,232	>6,500
19. Annual Citywide volunteer hours	7,845 <sup>(C)</sup>	22,213	>15,000	17,506	>30,000

**COMMUNITY SERVICES  
DEPARTMENT SUMMARY**

	<b>2020-21 Actual</b>	<b>2021-22 Actual</b>	<b>2022-23 Target</b>	<b>2022-23 6 Months</b>	<b>2023-24 Target</b>
20. Number of Lap Swim participants	22,550 <sup>(C)</sup>	25,693	>20,000	14,042	>25,000
21. Number of swim lesson participants	242 <sup>(C)</sup>	1,994	>1,500 <sup>(H)</sup>	2,170	>1,800
22. Number of meals served through the Senior Center Nutrition Program	46,307	53,640	>30,000	18,800	>30,000
23. Number of summer camp participants	174 <sup>(C)</sup>	1,045	>>1,200	1,950	>1,800
24. Number of preschool participants	36 <sup>(C)</sup>	48	>40	49	>40
25. Number of participants in contract classes	1,872 <sup>(C)</sup>	4,290	>3,200	3,035	>4,000
26. Number of attendees participating at teen programs and events	812 <sup>(C)</sup>	6,102	>4,000	3,251	>5,000
27. Number of permits and use notifications for events	16 <sup>(C)</sup>	144	>60	90	>125

- <sup>(A)</sup> Citywide target set at three acres per 1,000 population as defined by the City’s Park Land Dedication Ordinance. The City continues to develop new open space, but an increase in population has kept the actual below target.
- <sup>(B)</sup> Total includes rental of the rehearsal studio.
- <sup>(C)</sup> Targets missed due to COVID-19 and Shelter-in-Place orders reducing or ceasing operations, services, and/or rentals. For Fiscal Year 2020-21, the number of use days for the Center for Performing Arts is for COVID-19 testing and a few actual spring events; and the rental bookings/hours for the Community Center reflect the usage as a vaccination site and cooling center.
- <sup>(D)</sup> The Center for the Performing Arts has not administered patron surveys during the COVID-19 pandemic but expects to transition to digital surveys for Fiscal Year 2022-23.
- <sup>(E)</sup> Forestry Division shifted operations in FY22-23 to include new contract and less City staff leading to initial savings in maintenance. Staff will monitor to determine continued costs as operations ramp up with contractor.
- <sup>(F)</sup> Due to the addition of two new parks in Fiscal Year 2020-21 and increased maintenance costs over recent years, the average cost per acre has increased. Future targets will be evaluated and adjusted for additional parks and cost increases.
- <sup>(G)</sup> Parks and Open Space Division shifted operations in FY22-23 to include new staffing model for Downtown maintenance. Parks performance measures and maintenance operations will be evaluated through Parks and Recreation Strategic Plan process.
- <sup>(H)</sup> Target adjusted due to Rengstorff Park Pool being closed for construction from winter 2022 through summer 2023.

**COMMUNITY SERVICES  
DEPARTMENT SUMMARY**

POSITIONS	2021-22 ADJUSTED	2022-23 ADOPTED	2023-24 RECOM.	
Community Services Director	1	1	1	
Assistant Community Services Director	1	1	2	*4
Shoreline Manager	1	1	1	
Performing Arts Manager	1	1	1	
Forestry and Roadway Manager	1	1	1	
Parks and Open Space Manager	1	1	1	
Recreation Manager	1	1	1	
Performing Arts Supervisor	2.50	3	3	*2
Tree Supervisor/Arborist	1	1	1	
Parks Supervisor	4	4	5	*5
Performing Arts Coordinator	1	1	1	
Recreation Supervisor	5	5	4	*5
Senior Recreation Coordinator	5	5	5	
Volunteer Coordinator	0.75	0	0	*3
Recreation Coordinator	5	6	7	*3
Forestry Coordinator	1	1	1	
Tree Trimmer III	1	1	1	
Tree Trimmer I/II	4	4	4	
Parks Maintenance Worker III	12	12	12	
Parks Maintenance Worker I/II	24	24	26	*6
Supervising Parks and Open Space Worker	1	1	1	
Parks and Open Space Worker I/II	2	2	2	
Senior Management Analyst	1	1	1	
Open Space Planner	0	0	1	*4
Executive Assistant	1	1	1	
Program Assistant	1	1	1	
Senior Administrative Assistant	2	2	2	
Administrative Assistant	0.50	0.50	0.50	
Office Assistant	2	2	2	
Performing Arts Assistant	3	3	3	
Recreation Specialist	1	1	1	
Wildlife Preservation Coordinator	1	1	1	
Senior Ticket Service Representative	1	1	1	
Recreation Leader II	0.75	0.75	0.75	
<b>TOTAL REGULAR</b>	<b>90.50</b>	<b>91.25</b>	<b>96.25</b>	
<b>TOTAL PART-TIME HOURLY</b>	<b>46.05</b>	<b>46.04</b>	<b>55.84</b>	
<b>TOTAL POSITIONS</b>	<b>136.55</b> *1	<b>137.29</b>	<b>152.09</b>	

\*1 In addition there is a limited-period 0.50 FTE Communications Coordinator position.

\*2 Addition of a 0.50 FTE Performing Arts Supervisor position.

\*3 Reclassification of the Volunteer Coordinator position to Recreation Coordinator and addition of 0.25 FTE.

\*4 Addition of an Assistant Community Services Director, Recreation Coordinator, and Open Space Planner.

\*5 Reclassification of a Recreation Coordinator position to Parks Supervisor.

\*6 Midyear addition of two Parks Maintenance Worker I/II positions.

**COMMUNITY SERVICES  
DEPARTMENT SUMMARY**

DEPARTMENT DIVISIONS	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Community Services Administration	\$ 896,154	1,095,533	1,724,727
Performing Arts	1,754,808	1,948,058	2,021,461
Shoreline	1,802,408	2,067,374	2,183,232
Shoreline Golf Links/Restaurant	3,308,181	3,638,701	4,236,800
Forestry and Roadway Landscape	3,438,869	2,903,538	2,923,863
Parks and Open Space	6,898,636	10,018,358	10,617,866
Recreation	5,821,540	6,946,027	8,494,410
<b>TOTAL EXPENDITURES</b>	<b>\$ 23,920,597</b>	<b>28,617,589</b>	<b>32,202,359</b>

EXPENDITURE SUMMARY	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries Wages and Benefits	\$ 15,244,683	18,572,666	20,656,528
Supplies and Other Services	8,068,482	9,344,923	10,920,831
Capital Outlay	113,470	116,000	0
Interfund Expenditures	493,963	584,000	625,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 23,920,597</b>	<b>28,617,589</b>	<b>32,202,359</b>

FUNDING SOURCES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
General Operating	\$ 16,501,409	20,107,686	22,701,182
General Non-Operating	197,615	10,000	150,000
Shoreline Golf Links/Restaurant	3,308,181	3,638,701	4,236,800
Shoreline Regional Park Community	3,913,393	4,861,202	5,114,377
<b>TOTAL FUNDING</b>	<b>\$ 23,920,597</b>	<b>28,617,589</b>	<b>32,202,359</b>

REVENUE SUMMARY	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Fines & Forfeitures	\$ 2,550	3,000	3,000
Rents & Leases	800,735	938,600	985,150
Federal Intergovernmental Revenue	1,015,107	0	0
Local Intergovernmental Revenue	184,200	134,000	75,000
Recreation Service Charges	2,126,729	1,846,700	2,448,700
Golf Course Service Charges	3,026,299	2,981,000	3,120,500
Restaurant Revenue	757,026	1,404,000	1,808,800
General Service Charges	305,517	258,400	349,600
Miscellaneous Revenue	758,134	562,600	688,600
Interfund Revenue Transfers	55,000	55,000	114,000
<b>TOTAL REVENUES</b>	<b>\$ 9,031,297</b>	<b>8,183,300</b>	<b>9,593,350</b>

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**COMMUNITY SERVICES—ADMINISTRATION  
DIVISION SUMMARY**

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DIVISION MANAGER—COMMUNITY SERVICES DIRECTOR

DIVISION OVERVIEW

Administration is responsible for the management of the Community Services Department. The Division provides leadership, policy development, administrative and technical support, career development, and training opportunities.

MAJOR DIVISION CHANGES

- General Operating Fund:
  - Assistant Community Services Director (1.0 FTE): \$321,600  
Provides funding for one Assistant Community Services Director position. The position will oversee the Recreation and Performing Arts Divisions, assist with special projects, and serve as liaison to the Parks and Recreation Commission.
  - Open Space Planner Position (0.85 FTE): \$191,900  
Provides funding for one Open Space Planner position. The position will work on projects relating to the environment, recreation, landscape, and parks. The remaining 0.15 FTE is located in the Shoreline Regional Park Community Fund.
  - Employee Wellness and Team Building: \$18,700  
Provides new funding for employee wellness and team building events.
- Shoreline Regional Park Community Fund:
  - Open Space Planner Position (0.15 FTE): \$33,900  
Provides funding for the Shoreline Regional Park Community Fund’s portion of the Open Space Planner position described in the General Operating Fund section above.

**COMMUNITY SERVICES - ADMINISTRATION  
DIVISION SUMMARY**

POSITIONS	2021-22 ADJUSTED	2022-23 ADOPTED	2023-24 RECOM.
Total Regular	3.80	3.80	5.80 *1
<b>TOTAL POSITIONS</b>	<b>3.80</b>	<b>3.80</b>	<b>5.80</b>

\*1 Addition of an Assistant Community Services Director and Open Space Planner.

EXPENDITURES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries	\$ 591,364	667,777	1,068,870
Benefits	283,845	323,603	533,054
<b>TOTAL PERSONNEL</b>	<b>875,208</b>	<b>991,380</b>	<b>1,601,924</b>
Materials and Supplies	8,215	7,183	25,833
Utilities	0	250	250
Professional/Technical Services	9,266	81,735	81,735
Other Expenses	3,465	14,985	14,985
<b>TOTAL SUPPLIES AND SERVICES</b>	<b>20,946</b>	<b>104,153</b>	<b>122,803</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 896,154</b>	<b>1,095,533</b>	<b>1,724,727</b>

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**COMMUNITY SERVICES—PERFORMING ARTS  
DIVISION SUMMARY**

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DIVISION MANAGER—PERFORMING ARTS MANAGER

DIVISION OVERVIEW

Performing Arts is responsible for the management and operation of the Mountain View Center for the Performing Arts, a three-theatre performing arts complex, owned and managed by the City. The Center and the Center's staff service an active schedule of performances with a mix of community and regional artists. The Center provides a well-maintained and well-equipped facility; technical service support; computerized ticket sales operation; marketing and publication support; house management; and a volunteer usher corps for all performances.

**COMMUNITY SERVICES - PERFORMING ARTS  
DIVISION SUMMARY**

POSITIONS	2021-22 ADJUSTED	2022-23 ADOPTED	2023-24 RECOM.
Total Regular	8.50	9 <sup>*2</sup>	9
Total Part-Time Hourly	1.67	1.67	1.67
<b>TOTAL POSITIONS</b>	<b>10.17 <sup>*1</sup></b>	<b>10.67</b>	<b>10.67</b>

\*1 In addition there is a limited-period 0.50 FTE Communications Coordinator position.

\*2 Addition of 0.50 FTE Performing Arts Supervisor.

EXPENDITURES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries	\$ 861,416	1,015,336	1,051,375
Wages	171,676	164,876	169,196
Benefits	541,263	592,599	625,643
<b>TOTAL PERSONNEL</b>	<b>1,574,356</b>	<b>1,772,811</b>	<b>1,846,214</b>
Materials and Supplies	18,418	39,397	39,397
Maintenance and Operations	25,595	71,700	71,700
Utilities	266	450	450
Professional/Technical Services	42,174	51,800	51,800
Other Expenses	5,587	11,900	11,900
<b>TOTAL SUPPLIES AND SERVICES</b>	<b>92,040</b>	<b>175,247</b>	<b>175,247</b>
Capital Outlay	88,412	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,754,808</b>	<b>1,948,058</b>	<b>2,021,461</b>

REVENUES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Rents & Leases	\$ 336,590	387,200	424,500
Federal Intergovernmental Revenue	1,015,107	0	0
General Service Charges	190,562	167,900	241,100
Miscellaneous Revenue	226,883	154,100	281,100
<b>TOTAL REVENUES</b>	<b>\$ 1,769,141</b>	<b>709,200</b>	<b>946,700</b>

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**COMMUNITY SERVICES—SHORELINE  
DIVISION SUMMARY**

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DIVISION MANAGER—SHORELINE MANAGER

DIVISION OVERVIEW

The Shoreline Division is responsible for the operations, maintenance, preservation, and enhancement of the environmental areas within Shoreline at Mountain View; rental and operations of the historic Rengstorff House; regulatory permits, relating to open space and marsh restoration; management of commercial leases (including Shoreline Amphitheatre); park-related capital improvement projects; and oversight of the Citywide Park Ranger Program, including patrol of Stevens Creek Trail.

MAJOR DIVISION CHANGES

- Shoreline Regional Park Community Fund:
  - Shoreline Park Improvements (limited-period): \$75,000  
Provides funding for Shoreline Regional Park Community improvements related to the 40-year anniversary celebration.
  - Gas and Electricity Cost Increase: \$7,100  
Provides increased funding for higher gas and electricity costs.
  - ActiveNet Contract: \$5,500  
Provides increased funding for ActiveNet annual subscription fee as described in the General Operating Fund section above.
  - Reclassification of Recreation Supervisor to Parks Supervisor: \$1,000  
Provides funding to reclassify one Recreation Supervisor position to Parks Supervisor. The reclassification will better align the position with the responsibilities and department needs at Shoreline.

**COMMUNITY SERVICES - SHORELINE  
DIVISION SUMMARY**

POSITIONS	2021-22 ADJUSTED	2022-23 ADOPTED	2023-24 RECOM.
Total Regular	8.79	8.45 *1	8.45
Total Part-Time Hourly	3.48	3.31 *2	3.31
<b>TOTAL POSITIONS</b>	<b>12.27</b>	<b>11.76</b>	<b>11.76</b>

\*1 Transfer of 0.35 FTE to the Parks and Open Space Division and addition of 0.01 FTE to a Recreation Coordinator position.

\*2 Transfer of hours to the Parks and Open Space Division.

EXPENDITURES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries	\$ 803,307	872,375	916,983
Wages	92,316	200,092	208,041
Benefits	512,804	558,217	591,918
<b>TOTAL PERSONNEL</b>	<b>1,408,427</b>	<b>1,630,684</b>	<b>1,716,942</b>
Materials and Supplies	46,798	61,000	61,000
Maintenance and Operations	49,022	45,400	50,900
Utilities	80,302	182,300	189,400
Professional/Technical Services	194,434	68,600	68,600
Other Expenses	3,810	6,390	81,390
<b>TOTAL SUPPLIES AND SERVICES</b>	<b>374,366</b>	<b>363,690</b>	<b>451,290</b>
Capital Outlay	0	59,000	0
Interfund Expenditures	19,614	14,000	15,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,802,408</b>	<b>2,067,374</b>	<b>2,183,232</b>

REVENUES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Rents & Leases	\$ 297,612	359,000	304,000
Recreation Service Charges	40	5,000	5,000
General Service Charges	76,270	50,000	50,000
Miscellaneous Revenue	275	0	0
<b>TOTAL REVENUES</b>	<b>\$ 374,197</b>	<b>414,000</b>	<b>359,000</b>

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**COMMUNITY SERVICES—SHORELINE GOLF LINKS/RESTAURANT  
DIVISION SUMMARY**

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DIVISION MANAGER—SHORELINE MANAGER

DIVISION OVERVIEW

Shoreline Golf Links is the City’s 18-hole golf course, open for group and individual play 364 days a year. The Shoreline Golf Links/Restaurant Division is responsible for overseeing the management services contract for the operation and maintenance of Shoreline Golf Links and Michaels at Shoreline Restaurant.

MAJOR DIVISION CHANGES

- Shoreline Golf Links Fund:

Net Operating Changes (offset by \$124,500 increased revenue): \$197,900

Provides increased funding for personnel-related costs (\$170,650), incentive management fee (\$36,250), materials and supplies (\$6,700), and other operating costs (\$1,100), offset by reductions to contracts (\$16,700) and utilities (\$100).

- Shoreline Restaurant Fund:

Net Operating Changes (offset by \$404,400 increased revenue): \$399,800

Provides increased funding for personnel-related costs (\$211,600), other operating costs (\$169,000), contracts (\$21,900), and utilities (\$1,650), offset by reductions to materials and supplies (\$4,350).

**COMMUNITY SERVICES - SHORELINE GOLF LINKS/RESTAURANT  
DIVISION SUMMARY**

POSITIONS	2021-22 ADJUSTED	2022-23 ADOPTED	2023-24 RECOM.
Total Regular	0.30	0.30	0.30
<b>TOTAL POSITIONS</b>	<b>0.30</b>	<b>0.30</b>	<b>0.30</b>
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EXPENDITURES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries	\$ 60,646	65,226	69,636
Benefits	31,831	34,078	35,058
TOTAL PERSONNEL	92,477	99,304	104,694
Materials and Supplies	194,225	233,795	236,192
Maintenance and Operations	153,887	203,320	197,403
Utilities	678,267	699,645	736,591
Professional/Technical Services	1,766,244	1,857,107	2,281,129
Other Expenses	423,080	532,830	678,791
TOTAL SUPPLIES AND SERVICES	3,215,704	3,526,697	4,130,106
Capital Outlay	0	11,700	0
Interfund Expenditures	0	1,000	2,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 3,308,181</b>	<b>3,638,701</b>	<b>4,236,800</b>
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REVENUES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Golf Course Service Charges	\$ 3,026,299	2,981,000	3,120,500
Restaurant Revenue	757,026	1,404,000	1,808,800
Miscellaneous Revenue	51,393	20,000	0
<b>TOTAL REVENUES</b>	<b>\$ 3,834,718</b>	<b>4,405,000</b>	<b>4,929,300</b>

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**COMMUNITY SERVICES—FORESTRY AND ROADWAY LANDSCAPE  
DIVISION SUMMARY**

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**DIVISION MANAGER—FORESTRY AND ROADWAY MANAGER**

**DIVISION OVERVIEW**

The Forestry and Roadway Landscape Division is responsible for maintaining the landscape on roadways, medians, overpasses, and all nonpark, City-owned lands; managing the Urban Forestry Program, which includes maintenance of street trees (including those in parks and medians); and administering the City’s Heritage Tree Ordinance. The Division is responsible for maintenance of 120.25 acres of roadway landscape and 28,000 trees; maintaining 12 acres in the downtown area consisting of Castro Street, Civic Center, Centennial Plaza, and the Transit Center; and administering an Integrated Pest Management Program.

**MAJOR DIVISION CHANGES**

- General Operating Fund:
  - City Utility Cost Increase: \$29,000  
Provides increased funding for City utility services used by City departments based on usage and utility rate adjustments.
  - Gas and Electricity Cost Increase: \$18,100  
Provides increased funding for higher gas and electricity costs.
- Shoreline Regional Park Community Fund:
  - City Utility Cost Increase: \$9,300  
Provides increased funding for City utility services used by City departments based on usage and utility rate adjustments.

**COMMUNITY SERVICES - FORESTRY AND ROADWAY LANDSCAPE  
DIVISION SUMMARY**

POSITIONS	2021-22 ADJUSTED	2022-23 ADOPTED	2023-24 RECOM.
Total Regular	20	9 *1	9
Total Part-Time Hourly	1.05	0 *2	0
<b>TOTAL POSITIONS</b>	<b>21.05</b>	<b>9</b>	<b>9</b>

\*1 Transfer of 11 positions to the Parks and Open Space Division.

\*2 Transfer of hours to the Parks and Open Space Division.

EXPENDITURES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries	\$ 1,472,726	973,963	993,648
Wages	37,013	0	0
Benefits	970,980	679,675	667,865
<b>TOTAL PERSONNEL</b>	<b>2,480,719</b>	<b>1,653,638</b>	<b>1,661,513</b>
Materials and Supplies	67,854	30,161	30,161
Maintenance and Operations	6,236	9,600	9,600
Utilities	591,601	669,000	707,300
Professional/Technical Services	144,717	412,414	378,564
Other Expenses	2,670	7,725	7,725
<b>TOTAL SUPPLIES AND SERVICES</b>	<b>813,078</b>	<b>1,128,900</b>	<b>1,133,350</b>
Interfund Expenditures	145,073	121,000	129,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 3,438,869</b>	<b>2,903,538</b>	<b>2,923,863</b>

REVENUES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Fines and Forfeitures	\$ 2,550	3,000	3,000
Local Intergovernmental Revenue	109,200	0	0
General Service Charges	20,531	20,100	19,500
Miscellaneous Revenue	4,000	0	0
Interfund Revenue Transfers	55,000	0	59,000
<b>TOTAL REVENUES</b>	<b>\$ 191,281</b>	<b>23,100</b>	<b>81,500</b>

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**COMMUNITY SERVICES—PARKS AND OPEN SPACE  
DIVISION SUMMARY**

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DIVISION MANAGER—PARKS AND OPEN SPACE MANAGER

DIVISION OVERVIEW

The Parks and Open Space Division is responsible for maintaining the City’s landscape investment at City facilities, 38 urban parks (193.5 acres), and 9.35 miles of pedestrian trail along the Bay; and Permanente Creek, Stevens Creek, Hetch Hetchy, and Whisman Trails.

MAJOR DIVISION CHANGES

- General Operating Fund:
  - Castro Street Pedestrian Mall: \$55,000  
Provides new funding for pressure washing services for the Castro Street Pedestrian Mall.
  - Gopher Control: \$20,000  
Provides funding to continue gopher control services at City parks. The impact of gopher holes has led to concerns about the safety and usability of the turf.
  - City Utility Cost Increase: \$9,400  
Provides increased funding for City utility services used by City departments based on usage and utility rate adjustments.
  - Janitorial Services: \$6,000  
Provides increased funding for janitorial services for City facilities due to cost increase associated with the new janitorial services contract.
- Shoreline Regional Park Community Fund:
  - City Utility Cost Increase: \$20,400  
Provides increased funding for City utility services used by City departments based on usage and utility rate adjustments.
  - Janitorial Services: \$2,800  
Provides increased funding to continue daily cleaning services for park restrooms by the City’s janitorial provider due to cost increase from the new janitorial services contract.
  - Gas and Electricity Cost Increase: \$1,700  
Provides increased funding for higher gas and electricity costs.

**COMMUNITY SERVICES - PARKS AND OPEN SPACE  
DIVISION SUMMARY**

POSITIONS	2021-22 ADJUSTED	2022-23 ADOPTED	2023-24 RECOM.
Total Regular	30	41.35 *1	43.35 *3
Total Part-Time Hourly	4.14	5.35 *2	5.35
<b>TOTAL POSITIONS</b>	<b>34.14</b>	<b>46.70</b>	<b>48.70</b>

\*1 Transfer of 11 positions from the Forestry and Roadway Landscape Division and 0.35 FTE from the Shoreline Division.

\*2 Transfer of hours from the Forestry and Roadway Landscape Division and the Shoreline Division.

\*3 Midyear addition of two Parks Maintenance Worker I/II positions.

EXPENDITURES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries	\$ 2,876,215	4,152,257	4,462,956
Wages	95,088	319,875	332,688
Benefits	1,820,827	2,668,800	2,768,680
<b>TOTAL PERSONNEL</b>	<b>4,792,129</b>	<b>7,140,932</b>	<b>7,564,324</b>
Materials and Supplies	247,320	297,575	307,575
Maintenance and Operations	7,282	241,724	250,490
Utilities	1,460,624	1,771,432	1,802,932
Professional/Technical Services	49,234	110,398	209,248
Other Expenses	18,109	45,297	45,297
<b>TOTAL SUPPLIES AND SERVICES</b>	<b>1,782,568</b>	<b>2,466,426</b>	<b>2,615,542</b>
Interfund Expenditures	323,939	411,000	438,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 6,898,636</b>	<b>10,018,358</b>	<b>10,617,866</b>

REVENUES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Local Intergovernmental Revenue	\$ 0	59,000	0
Miscellaneous Revenue	230,458	214,500	214,500
Interfund Revenue Transfers	0	55,000	55,000
<b>TOTAL REVENUES</b>	<b>\$ 230,458</b>	<b>328,500</b>	<b>269,500</b>

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**COMMUNITY SERVICES—RECREATION  
DIVISION SUMMARY**

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DIVISION MANAGER—RECREATION MANAGER

DIVISION OVERVIEW

Recreation provides activities to facilitate social/community connections, advance lifelong learning, and promote healthy lifestyles.

Activities, classes, and events are held at Cuesta and Rengstorff Community Parks, Crittenden and McKelvey Athletic Fields, Deer Hollow Farm, Mountain View Sports Pavilion, Whisman Sports Center, Cuesta Tennis Center, Graham Sports Complex, Community Center, Senior Center, The View Teen Center, Eagle Park and Rengstorff Pools, historic Adobe Building, and various other park areas and school sites.

Program areas include: aquatics; adult and youth sports; seniors; cultural arts; preschool; elementary and teens; youth development; environmental education; community gardens; volunteers; coordination of special events and summer concerts; and reservations of buildings, facilities, and barbecue areas.

MAJOR DIVISION CHANGES

- General Operating Fund:

Rengstorff Park Aquatics Center: \$383,300

Provides new funding for hourly wages, operations, utilities, and supplies related to the new Rengstorff Park Aquatics Center. The total increase of \$908,900 is offset by \$525,600 in savings in wages and anticipated new revenue.

Recreation Coordinator Position (1.0 FTE): \$175,300

Provides funding for one full-time Recreation Coordinator position. The position will support programs and operations at the new Rengstorff Park Aquatics Center.

Castro Street Pedestrian Mall: \$38,500

Provides new funding for programming for the Castro Street Pedestrian Mall.

ActiveNet Contract: \$34,500

Provides increased funding to continue usage of online software for class and camp registrations, facility reservations, memberships, and various other financial transactions.

Special Events: \$24,700

Provides increased funding for special events such as the Multicultural Festival, Monster Bash, Tree Lighting, and Concerts on the Plaza. The total increase of \$32,700 is offset by \$8,000 in anticipated new revenue.

Gas and Electricity Cost Increase: \$17,000

Provides increased funding for higher gas and electricity costs.

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**COMMUNITY SERVICES—RECREATION  
DIVISION SUMMARY**

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Lunar New Year Event: \$16,000

Provides new funding for advertising, event supplies and materials, contracted performances, and tent and outdoor stage for the annual Lunar New Year event.

Janitorial Services: \$5,100

Provides increased funding for janitorial services for City facilities due to cost increase associated with the new janitorial services contract.

Reclassification of Office Assistant I hours to Office Assistant: \$3,600

Provides funding to reclassify budgeted hours from Office Assistant I to Office Assistant. The Office Assistant I classification was eliminated in Fiscal Year 2022-23.

- General Non-Operating Fund:

Winter Holiday Event (limited-period): \$150,000

Provides funding for holiday celebrations and enhanced decorations for the community.

**COMMUNITY SERVICES - RECREATION  
DIVISION SUMMARY**

POSITIONS	2021-22 ADJUSTED	2022-23 ADOPTED	2023-24 RECOM.
Total Regular	19.11	19.35 *1	20.35 *2
Total Part-Time Hourly	35.71	35.71	45.51 *3
<b>TOTAL POSITIONS</b>	<b>54.82</b>	<b>55.06</b>	<b>65.86</b>

\*1 Addition of 0.24 FTE to a Recreation Coordinator position.

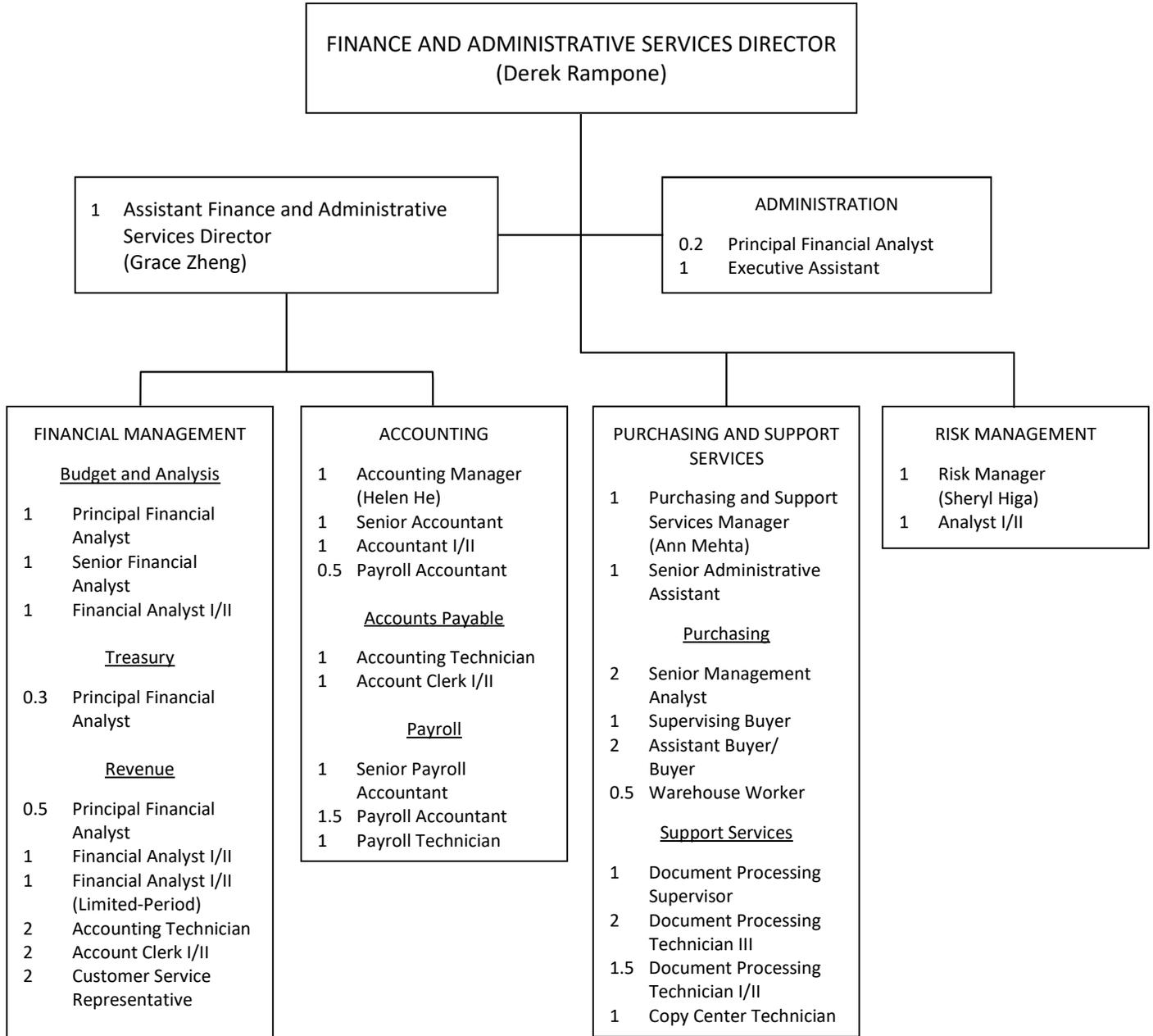
\*2 Addition of a Recreation Coordinator position.

\*3 Addition of hours for the Rengstorff Aquatics Center.

EXPENDITURES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries	\$ 1,587,354	2,073,261	2,267,960
Wages	1,374,595	1,833,760	2,425,717
Benefits	1,059,418	1,376,896	1,467,240
TOTAL PERSONNEL	4,021,366	5,283,917	6,160,917
Materials and Supplies	268,137	270,057	349,054
Maintenance and Operations	381,476	288,539	556,230
Utilities	295,810	337,083	504,083
Professional/Technical Services	751,973	658,274	856,874
Other Expenses	72,383	25,857	26,252
TOTAL SUPPLIES AND SERVICES	1,769,780	1,579,810	2,292,493
Capital Outlay	25,058	45,300	0
Interfund Expenditures	5,337	37,000	41,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 5,821,540</b>	<b>6,946,027</b>	<b>8,494,410</b>

REVENUES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Rents & Leases	\$ 166,533	192,400	256,650
Local Intergovernmental Revenue	75,000	75,000	75,000
Recreation Service Charges	2,126,689	1,841,700	2,443,700
General Service Charges	18,155	20,400	39,000
Miscellaneous Revenue	245,125	174,000	193,000
<b>TOTAL REVENUES</b>	<b>\$ 2,631,502</b>	<b>2,303,500</b>	<b>3,007,350</b>

# FINANCE AND ADMINISTRATIVE SERVICES DEPARTMENT



FISCAL YEAR 2023-24 POSITION TOTALS: 37.0 Full-Time  
1.0 Regular Part-Time  
1.0 Limited-Period

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## FINANCE AND ADMINISTRATIVE SERVICES DEPARTMENT SUMMARY

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### DEPARTMENT MANAGER—FINANCE AND ADMINISTRATIVE SERVICES DIRECTOR

### DEPARTMENT MISSION STATEMENT

Financial stewardship through collaboration, transparency, and quality service.

### DEPARTMENT OVERVIEW

The Finance and Administrative Services Department is responsible for administration of the financial affairs and internal support activities of the City; providing financial/analytical, purchasing and document processing, and Workers' Compensation and liability support to all City departments and programs; managing the City's investment portfolio; and coordinating the City's budget process and annual independent audit. Specifically, the department processes payroll, accounts receivable, utility billings, all City revenues, accounting entries, accounts payable, financial reporting, purchase orders, labor compliance, Council reports and other documents, and Workers' Compensation and property loss claims. The department is also responsible for warehousing and central receiving, copying and printing, and mail for internal support functions and manages the City's general liability, property insurance, and industrial disability retirement programs. In addition, the department provides staff support to the Council Finance Committee and Investment Review Committee.

### DEPARTMENT FUNCTIONS

- Plan, monitor, and report in a timely and accurate manner the City's financial and budgetary position; provide financial analysis and recommendations on major financial issues facing the City. (M 1)
- Manage the City budget process and produce the annual City budget.
- Provide staff support to the Council Finance Committee (CFC) and Investment Review Committee (IRC).
- Manage investment of City funds with the objectives of minimizing risk and meeting cash flow requirements while earning market rates of return. (M 2)
- Manage the City's debt obligations, including special assessment debt; monitor the City's credit rating; recommend and manage issuance of new debt as appropriate.
- Provide timely, accurate, and cost-efficient payroll processing. (M 7, 8, 9)
- Process billing and collection of charges for utility and miscellaneous services, providing a high level of accuracy and customer service to residents and businesses. (M 3)
- Manage the City's centralized financial, budgetary control, and payroll/HR systems, delivering accurate and timely processing of financial transactions and on-time information. (M 1, 4, 5, 6)
- Coordinate and assist with the City's annual independent audit; prepare the Annual Comprehensive Financial Report, required State reports, and other reports as necessary.
- Provide efficient and effective centralized purchasing services, as required by the City Charter and City Code, and maximum returns on the sale of surplus property. (M 10, 11)

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## FINANCE AND ADMINISTRATIVE SERVICES DEPARTMENT SUMMARY

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- Provide cost-beneficial, centralized document processing, document reproduction, and mail distribution services. (M 12, 13, 14)
- Manage the City's comprehensive general liability, property, loss control, Workers' Compensation, and industrial disability retirement programs, including self-insurance programs and excess insurance coverage for catastrophic loss. (M 15, 16, 17)

### FISCAL YEAR 2022-23 ACCOMPLISHMENTS

*(Items in **bold** are tied to potential Fiscal Years 2023-24 and 2024-25 Strategic Roadmap Action Plan Projects)*

- Completed required reporting for the American Rescue Plan Fiscal Recovery Funds Program and assisted in allocating 2<sup>nd</sup> year of funding.
- Continued implementation of a utility bill relief program for residential and small business customers experiencing economic impacts due to the COVID-19 pandemic.
- Provided financial analysis and support on numerous projects, including the Google Master Plan, Castro Pedestrian Mall project, property purchase and management lease agreement for 909/917 San Rafael and Water and Wastewater Rate Study, and the Public Safety Building financing strategies.
- Continued to maintain detailed supporting documentation for COVID-19-related expenditures and submitted claims for reimbursement to the Federal Emergency Management Agency (FEMA).
- Completed the RFP process and selected a new vendor for Space Planning services, in conjunction with the Public Works Department.
- Assisted in the transition of new City logo and font on City letterhead, reports, and other documents, in conjunction with the City Manager's Office.
- Received the Government Finance Officers Association's Award for Excellence in Financial Reporting and Distinguished Budget Presentation Award.
- Refinanced the 2011 Shoreline Regional Park Community Revenue Bonds achieving budget savings.
- Received the National Procurement Institute's Award for Excellence in Procurement.
- Assisted the City Manager's Office to implement the City's Wage Theft Ordinance in conjunction with the annual Business License Renewal process.
- Finished reviewing and analyzing all existing lease agreements of the City and successfully implemented Governmental Accounting Standards Board Statement (GASB) No. 87, Leases, to provide enhanced financial information regarding the City's leases to the users of the City's financial statements.
- Successfully integrated the Low Income Household Water Program (LIHWAP) into the City's utility billing process, which allows customers to apply for one-time water and wastewater utility credits through a federally funded program.

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## FINANCE AND ADMINISTRATIVE SERVICES DEPARTMENT SUMMARY

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- Successfully assisted the Housing Division to implement the Mobile Housing Rent Stabilization Ordinance Space Rental Fees.
- Added a new broker authorized to engage in investment transactions with the City.

### MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR FISCAL YEARS 2023-24 AND 2024-25

*(Items in **bold** are tied to potential Fiscal Years 2023-24 and 2024-25 Strategic Roadmap Action Plan Projects)*

- **Prepare a Citywide update to the Cost Allocation Plan and Master Fee Schedule, including fees related to the Development Services Fund.**
- **Explore the feasibility of a potential 2024 revenue measure in conjunction with the City Manager's Office.**
- Implement labor compliance software to track and ensure compliance with federal, state, and local prevailing wage requirements for payment requests on public projects submitted by City's contractors.
- Complete RFP and begin implementation of new utility billing and business license systems.
- Begin work on the issuance of debt related to the City's funding obligation for the Hope Street development project, pending approved financing plan by the developer.
- Complete a RFP for Institutional Custody Services which include the settlement, safekeeping and reporting of the City's investments.
- Research feasibility of obtaining more advantageous insurance pool options for general liability, property, and related insurance risk transfer.
- Assist Housing Department to close housing loan for 87 East Evelyn.
- Prepare the Request For Proposal to select City's external auditor.
- Implement any financial system version upgrade.
- Assist Public Works Department for the upcoming Water, Wastewater, and Solid Waste Fee Study Projects.
- Continue supporting the implementation of the recommendations from the Matrix Consulting Group study on enhancements to the development review process, including streamlining process improvements and implementation of technology, in conjunction with the Public Works, Fire, Community Development, Community Services and Information Technology Departments and City Attorney's Office.
- Assist the Human Resources Department in implementation of the Parental Leave Policy and the Employee Loan Program.
- Update Council Policies A-10 and A-11.

**FINANCE AND ADMINISTRATIVE SERVICES  
DEPARTMENT SUMMARY**

PERFORMANCE/WORKLOAD MEASURES

	2020-21 Actual	2021-22 Actual	2022-23 Target	2022-23 6 Months	2023-24 Target
<b>Financial Management:</b>					
1. Accuracy of final budget numbers—percentage of budget corrections needed due to error.	0.1%	0.1%	<2%	0.5%	<2%
2. Percentage of time portfolio’s market-risk target (modified duration) is within:					
— 3.0% of the benchmark (policy requires 25.0% of time within 3.0%).	92%	92%	>50%	83.3%	>50%
— 15.0% of the benchmark (policy requires 100.0% of time within 15.0%).	100%	100%	100%	100%	100%
3. Percentage of utility accounts and accounts receivable written off as a percent of total receivables.	0.03%	0.0% <sup>(A)</sup>	<2%	0.0% <sup>(A)</sup>	<2%
<b>Accounting:</b>					
4. Percentage of correcting accounting entries to total accounting entries.	4%	4%	<10%	3%	<10%
5. Percentage of month-end closes completed within 10 working days (target assumes June and July will not close within 10 working days due to year-end workload).	83%	83%	83%	83%	83%
6. Cost of Accounts Payable processing as a percentage of total dollars spent.	0.2%	0.2%	<1%	0.2%	Discontinued
7. Cost per payroll check issued (cost of payroll operation to total paychecks issued).	\$30.60	\$25.01	<\$32.00	\$26.13	Discontinued
8. Percentage of reissued payroll checks due to errors versus total issued. <sup>(B)</sup>	0.0%	0.0%	<1%	0.0%	<1%
9. Payroll checks issued.	19,316	20,461	21,500	10,757	Discontinued
<b>Purchasing and Support Services:</b>					
10. Cost of procurement services as a percentage of total dollars spent.	3%	2%	<5%	2%	Discontinued
11. Percentage of time purchase orders are issued timely.	89%	93%	>89%	93%	>89%
12. Percentage of time City Council documents are completed timely.	98%	100%	>90%	99%	>90%
13. Percentage of time non-City Council documents are completed timely.	99%	100%	>90%	99%	>90%
14. Percentage of time Copy Center documents are completed timely.	92%	99%	>90%	98%	>90%
<b>Risk Management:</b>					
15. Percentage of Workers’ Compensation program costs to total payroll.	2.1%	1.9%	<5%	Reported Annually	Discontinued

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**FINANCE AND ADMINISTRATIVE SERVICES  
DEPARTMENT SUMMARY**

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	<b>2020-21 Actual</b>	<b>2021-22 Actual</b>	<b>2022-23 Target</b>	<b>2022-23 6 Months</b>	<b>2023-24 Target</b>
16. Percentage of hours lost to occupational injury compared to total hours worked.	0.9%	1.1%	<2.5%	Reported Annually	<2.5%
17. Percentage of dollars recovered compared to expenditures paid to repair damage to City property.	95%	89%	>85%	Reported Annually	>85%

<sup>(A)</sup> The collection process for utilities and other accounts receivable is on hold due to the COVID-19 pandemic.

<sup>(B)</sup> Measure updated in Fiscal Year 2021-22 from "Percentage of reissued payroll checks versus total issued."

**FINANCE AND ADMINISTRATIVE SERVICES  
DEPARTMENT SUMMARY**

POSITIONS	2021-22 ADJUSTED	2022-23 ADOPTED	2023-24 RECOM.
Finance and Administrative Svcs Director	1	1	1
Assistant Finance and Admin Svcs Director	1	1	1
Purchasing and Support Services Manager	1	1	1
Risk Manager	1	1	1
Accounting Manager	1	1	1
Principal Financial Analyst	1	2 *1	2
Senior Payroll Accountant	1	1	1
Senior Management Analyst	3	2 *1	2
Senior Financial Analyst	2	1 *1	1
Senior Accountant	1	1	1
Payroll Accountant I/II	1	2 *2	2
Financial Analyst I/II	1	2 *1	2
Analyst I/II	1	1	1
Accountant I/II	1	1	1
Supervising Buyer	1	1	1
Document Processing Supervisor	1	1	1
Assistant Buyer/Buyer	2	2	2
Payroll Technician	1	1	1
Accounting Technician	3	3	3
Account Clerk I/II	3	3	3
Document Processing Technician III	2	2	2
Document Processing Technician I/II	1.50	1.50	1.50
Warehouse Worker	0.50	0.50	0.50
Executive Assistant	1	1	1
Copy Center Technician	1	1	1
Customer Service Representative	1.50	1.50	2 *3
Senior Administrative Assistant	1	1	1
<b>TOTAL REGULAR</b>	<b>36.50</b>	<b>37.50</b>	<b>38</b>
<b>TOTAL PART-TIME HOURLY</b>	<b>0.30</b>	<b>0.30</b>	<b>0.30</b>
<b>TOTAL POSITIONS</b>	<b>36.80</b>	<b>37.80</b>	<b>38.30</b> *4

\*1 Midyear reclassifications of a Senior Financial Analyst position to Principal Financial Analyst and a Senior Management Analyst position to Financial Analyst I/II.

\*2 Midyear addition of a Payroll Accountant I/II position.

\*3 Addition of 0.5 FTE Customer Service Representative.

\*4 In addition there is a limited-period Financial Analyst I/II position.

DEPARTMENT DIVISIONS	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Finance and Admin. Services Administration	\$ 1,960,673	1,792,285	1,575,548
Financial Management	1,549,917	2,252,742	2,515,359
Accounting	1,517,040	1,875,969	1,944,317
Purchasing and Support Services	1,855,545	2,626,369	2,726,495
Risk Management	6,590,260	6,794,151	6,982,336
<b>TOTAL EXPENDITURES</b>	<b>\$ 13,473,435</b>	<b>15,341,516</b>	<b>15,744,055</b>

**FINANCE AND ADMINISTRATIVE SERVICES  
DEPARTMENT SUMMARY**

EXPENDITURE SUMMARY	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries Wages and Benefits	\$ 5,970,736	7,859,096	7,977,885
Supplies and Other Services	7,466,270	7,400,420	7,728,170
Capital Outlay	22,973	47,000	0
Interfund Expenditures	13,456	35,000	38,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 13,473,435</b>	<b>15,341,516</b>	<b>15,744,055</b>

FUNDING SOURCES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
General Operating	\$ 6,054,636	7,878,336	8,129,568
General Non-Operating	560,968	370,727	130,000
Shoreline Regional Park Community	5,000	32,500	62,500
Water	637,348	764,653	944,937
Workers Compensation Insurance	3,044,123	2,592,500	2,592,500
Unemployment Self-Insurance	26,856	127,250	127,250
Liability Self-Insurance	3,144,504	3,575,550	3,757,300
<b>TOTAL FUNDING</b>	<b>\$ 13,473,435</b>	<b>15,341,516</b>	<b>15,744,055</b>

REVENUE SUMMARY	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
General Service Charge	8,262	146,000	15,000
Miscellaneous Revenue	118,656	82,600	85,300
<b>TOTAL REVENUES</b>	<b>\$ 126,917</b>	<b>228,600</b>	<b>100,300</b>

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**FINANCE AND ADMINISTRATIVE SERVICES—ADMINISTRATION  
DIVISION SUMMARY**

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DIVISION MANAGER—FINANCE AND  
ADMINISTRATIVE SERVICES DIRECTOR

DIVISION OVERVIEW

Administration is responsible for the management of the Finance and Administrative Services Department. This division provides leadership, policy development, administrative and technical support, career development, and training opportunities.

MAJOR DIVISION CHANGES

- General Operating Fund:
  - Memberships, Dues, and Filing Fees: \$9,000  
  
Provides increased funding for membership in Local Agency Formation Commission, League of California Cities, National League of Cities, and other memberships due to cost increases.
  - Employee Wellness and Team Building: \$7,500  
  
Provides new funding for employee wellness and team building events.
  - Reallocate Principal Financial Analyst Position: \$(50,900)  
  
Transfers a portion of the funding for a Principal Financial Analyst position in the Revenue section from the General Fund to the Utility Funds. The new allocation more accurately reflects the duties and responsibilities of the position as they relate to utility billing and revenue collection.
  
- General Non-Operating Fund:
  - Fee Study (limited-period): \$100,000  
  
Provides funding for an outside consultant to conduct a Citywide fee study.
  - Graphic Design Consultant (limited-period): \$30,000  
  
Provides funding for contract services of a graphic design and video consultant for budget document, Annual Comprehensive Financial Report, and other financial documents.

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**FINANCE AND ADMINISTRATIVE SERVICES—ADMINISTRATION  
DIVISION SUMMARY**

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- Shoreline Regional Park Community Fund:

Consultant Services (limited-period): \$30,000

Provides funding for consultant services to assist with financial analysis related to the Shoreline Regional Park Community.

**FINANCE AND ADMINISTRATIVE SERVICES - ADMINISTRATION  
DIVISION SUMMARY**

POSITIONS	2021-22 ADJUSTED	2022-23 ADOPTED	2023-24 RECOM.
Total Regular	3.50	3.45 *1	3.20 *2
<b>TOTAL POSITIONS</b>	<b>3.50</b>	<b>3.45</b>	<b>3.20</b>

\*1 Transfer of 0.05 Principal Financial Analyst to Financial Management Division.

\*2 Transfer of 0.25 Principal Financial Analyst to Financial Management Division.

EXPENDITURES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries	\$ 758,761	884,972	689,097
Wages	37,864	0	20,000
Benefits	466,354	368,053	340,691
<b>TOTAL PERSONNEL</b>	<b>1,262,979</b>	<b>1,253,025</b>	<b>1,049,788</b>
Materials and Supplies	41,548	17,310	24,810
Professional/Technical Services	284,074	325,100	295,100
Other Expenses	372,072	196,850	205,850
<b>TOTAL SUPPLIES AND SERVICES</b>	<b>697,694</b>	<b>539,260</b>	<b>525,760</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,960,673</b>	<b>1,792,285</b>	<b>1,575,548</b>

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**FINANCE AND ADMINISTRATIVE SERVICES—FINANCIAL MANAGEMENT  
DIVISION SUMMARY**

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DIVISION MANAGER—ASSISTANT FINANCE AND  
ADMINISTRATIVE SERVICES DIRECTOR

DIVISION OVERVIEW

The Financial Management Division consists of the Budget and Analysis, Treasury, and Revenue Sections.

The Budget and Analysis Section provides information and analytical support to the City Council, City Manager’s Office, and other City departments as requested. This section analyzes economic trends, forecasts revenues, and monitors expenditures and balances for the current fiscal year as well as future fiscal years. In addition, Budget and Analysis manages the budgeting system and produces periodic financial status reports, including periodic budget updates, the Recommended Budget and Adopted Budget documents.

The Treasury Section is responsible for cash flow and management of the City’s investment portfolio and debt issues.

The Revenue Section processes billing and collection for the City’s water, wastewater, and solid waste utilities; business licenses; transient occupancy tax and miscellaneous accounts receivable. All moneys due to, or collected by, other City departments are forwarded to this section for deposit and tracking in the City’s financial system. In addition, this section is the Finance and Administrative Services Department’s primary customer service contact point.

MAJOR DIVISION CHANGES

- Water Fund:

Online Payment Processing Charges: \$143,000

Provides increased funding for credit card merchant fees for utility bills. The increased cost is due to increased usage of online bill pay and higher utility bill amounts.

Customer Service Representative Position (0.5 FTE): \$72,200

Provides funding to increase a Customer Service Representative position from half-time to full-time. The position provides front-line customer service support relating to Utility Billing, Business License Tax, and Transient Occupancy Tax (TOT), building and development permits, and other City revenues.

Reallocate Principal Financial Analyst Position: \$50,900

Transfers a portion of the funding for a Principal Financial Analyst position in the Revenue section from the General Fund to the Water Fund. The new allocation more accurately reflects the duties and responsibilities of the position as they relate to utility billing and revenue collection.

Financial Analyst (\$216,900 offset by charges to CIPs): \$0

Provides funding to backfill the Financial Analyst position for the utility implementation project.

**FINANCE AND ADMINISTRATIVE SERVICES - FINANCIAL MANAGEMENT  
DIVISION SUMMARY**

POSITIONS	2021-22 ADJUSTED	2022-23 ADOPTED	2023-24 RECOM.
Total Regular	10	10.05 *1	10.80 *2
<b>TOTAL POSITIONS</b>	<b>10</b>	<b>10.05</b>	<b>10.80</b> *3

\*1 Transfer of 0.05 Principal Financial Analyst from the Administration Division.

\*2 Transfer of 0.25 Principal Financial Analyst from the Administration Division and addition of 0.5 FTE Customer Service Representative.

\*3 In addition, there is a limited-period Financial Analyst I/II position.

EXPENDITURES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries	\$ 727,355	1,100,482	1,190,475
Wages	4,845	0	0
Benefits	414,561	604,630	634,254
<b>TOTAL PERSONNEL</b>	<b>1,146,761</b>	<b>1,705,112</b>	<b>1,824,729</b>
Materials and Supplies	66,027	89,580	86,130
Maintenance and Operations	5,100	3,500	5,600
Professional/Technical Services	315,390	446,550	585,050
Other Expenses	1,639	8,000	13,850
<b>TOTAL SUPPLIES AND SERVICES</b>	<b>388,157</b>	<b>547,630</b>	<b>690,630</b>
Capital Outlay	14,999	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,549,917</b>	<b>2,252,742</b>	<b>2,515,359</b>

REVENUES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
General Service Charge	\$ 8,262	146,000	15,000
<b>TOTAL REVENUES</b>	<b>\$ 8,262</b>	<b>146,000</b>	<b>15,000</b>

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**FINANCE AND ADMINISTRATIVE SERVICES—ACCOUNTING  
DIVISION SUMMARY**

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DIVISION MANAGER—ACCOUNTING MANAGER

DIVISION OVERVIEW

The Accounting Division manages and maintains the general accounting and financial records of the City pursuant to federal, state, and city statutes in accordance with generally accepting accounting principles. This division is also primarily responsible for citywide accounting policies and procedures and coordinating the independent audit of the City's financial records and preparation of the Annual Comprehensive Financial Report and other required State reports. The Accounts Payable Section of this division matches and reconciles all invoices, purchase requisitions, purchase orders, contracts, and agreements prior to processing payments for City obligations. The Payroll Section of this division processes timecards, payroll documents, and biweekly payroll for all City employees and prepares reports relating to retirement, insurance benefits, deferred compensation, and payroll taxes.

**FINANCE AND ADMINISTRATIVE SERVICES - ACCOUNTING  
DIVISION SUMMARY**

POSITIONS	2021-22 ADJUSTED	2022-23 ADOPTED	2023-24 RECOM.
Total Regular	8	9	9
<b>TOTAL POSITIONS</b>	<b>8</b>	<b>9</b>	<b>9</b>
EXPENDITURES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries	\$ 886,303	1,156,235	1,215,367
Wages	0	900	900
Benefits	569,303	693,634	702,850
TOTAL PERSONNEL	1,455,606	1,850,769	1,919,117
Materials and Supplies	5,444	7,200	7,200
Maintenance and Operations	668	950	950
Professional/Technical Services	43,015	6,000	6,000
Other Expenses	12,308	11,050	11,050
TOTAL SUPPLIES AND SERVICES	61,434	25,200	25,200
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,517,040</b>	<b>1,875,969</b>	<b>1,944,317</b>
REVENUES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Miscellaneous Revenue	\$ 6,850	9,000	9,000
<b>TOTAL REVENUES</b>	<b>\$ 6,850</b>	<b>9,000</b>	<b>9,000</b>

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**FINANCE AND ADMINISTRATIVE SERVICES—PURCHASING AND  
SUPPORT SERVICES DIVISION SUMMARY**

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DIVISION MANAGER—PURCHASING AND SUPPORT SERVICES MANAGER

DIVISION OVERVIEW

The Purchasing and Support Services Division manages purchasing and support services activities of the City.

The Purchasing Section assures acquisition of price-competitive equipment, services, and supplies for City departments. Other services include issuing requests for bids and proposals; vendor selection; procurement of equipment, supplies, and certain services; contract review; labor compliance; mail delivery; warehousing of operating inventories; central receiving; and sale of surplus property.

The Support Services Section provides building management, document processing, graphic design, printing, document reproduction, mail distribution, and other support services to City departments.

MAJOR DIVISION CHANGES

- General Operating Fund:

Labor Compliance Software: \$16,500

Provides new funding for annual subscription for the new labor compliance and certified payroll tracking software.

**FINANCE AND ADMINISTRATIVE SERVICES - PURCHASING AND SUPPORT SERVICES  
DIVISION SUMMARY**

POSITIONS	2021-22 ADJUSTED	2022-23 ADOPTED	2023-24 RECOM.
Total Regular	13	13	13
Total Part-Time Hourly	0.30	0.30	0.30
<b>TOTAL POSITIONS</b>	<b>13.30</b>	<b>13.30</b>	<b>13.30</b>
EXPENDITURES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries	\$ 959,853	1,465,364	1,551,487
Wages	69,306	22,160	30,899
Benefits	507,065	874,795	907,559
<b>TOTAL PERSONNEL</b>	<b>1,536,223</b>	<b>2,362,319</b>	<b>2,489,945</b>
Materials and Supplies	25,384	50,050	50,050
Maintenance and Operations	3,670	44,200	60,700
Professional/Technical Services	201,127	6,200	6,200
Other Expenses	67,710	81,600	81,600
<b>TOTAL SUPPLIES AND SERVICES</b>	<b>297,892</b>	<b>182,050</b>	<b>198,550</b>
Capital Outlay	7,974	47,000	0
Interfund Expenditures	13,456	35,000	38,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,855,545</b>	<b>2,626,369</b>	<b>2,726,495</b>
REVENUES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Miscellaneous Revenue	\$ 33,802	38,300	41,000
<b>TOTAL REVENUES</b>	<b>\$ 33,802</b>	<b>38,300</b>	<b>41,000</b>

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**FINANCE AND ADMINISTRATIVE SERVICES—RISK MANAGEMENT  
DIVISION SUMMARY**

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DIVISION MANAGER—RISK MANAGER

DIVISION OVERVIEW

Risk Management is responsible for managing the City’s risk and exposure to loss related to the activities of its departments and employees. The City’s risk exposures are managed by self-insuring or acquiring insurance, requiring vendors to have insurance, and assisting in the maintenance of a safe workplace. This program encompasses the City’s comprehensive general liability, property, property loss recovery, loss control, Workers’ Compensation, and industrial disability retirement programs, including the City’s self-insurance reserves and excess catastrophic insurance coverage. Risk Management is also responsible for State and Occupational Safety and Health Administration reporting and provides guidance to City departments in determining insurance requirements for contracts.

MAJOR DIVISION CHANGES

- General Liability Insurance Fund:

Insurance Premiums:	\$356,750
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Provides increased funding for cost increases related to the City’s excess liability insurance and property insurance.

Claims and Settlements:	\$(175,000)
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Transfers \$175,000 to the City Attorney’s Office for settlement of small claims within City Attorney or City Manager authority.

**FINANCE AND ADMINISTRATIVE SERVICES - RISK MANAGEMENT  
DIVISION SUMMARY**

POSITIONS	2021-22 ADJUSTED	2022-23 ADOPTED	2023-24 RECOM.
Total Regular	2	2	2
<b>TOTAL POSITIONS</b>	<b>2</b>	<b>2</b>	<b>2</b>
EXPENDITURES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries	\$ 434,677	517,705	529,280
Wages	17,384	1,500	1,500
Benefits	117,104	168,666	163,526
<b>TOTAL PERSONNEL</b>	<b>569,166</b>	<b>687,871</b>	<b>694,306</b>
Materials and Supplies	484	6,000	6,000
Professional/Technical Services	165,581	245,950	245,950
Other Expenses	5,855,029	5,854,330	6,036,080
<b>TOTAL SUPPLIES AND SERVICES</b>	<b>6,021,094</b>	<b>6,106,280</b>	<b>6,288,030</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 6,590,260</b>	<b>6,794,151</b>	<b>6,982,336</b>
REVENUES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Miscellaneous Revenue	\$ 78,004	35,300	35,300
<b>TOTAL REVENUES</b>	<b>\$ 78,004</b>	<b>35,300</b>	<b>35,300</b>

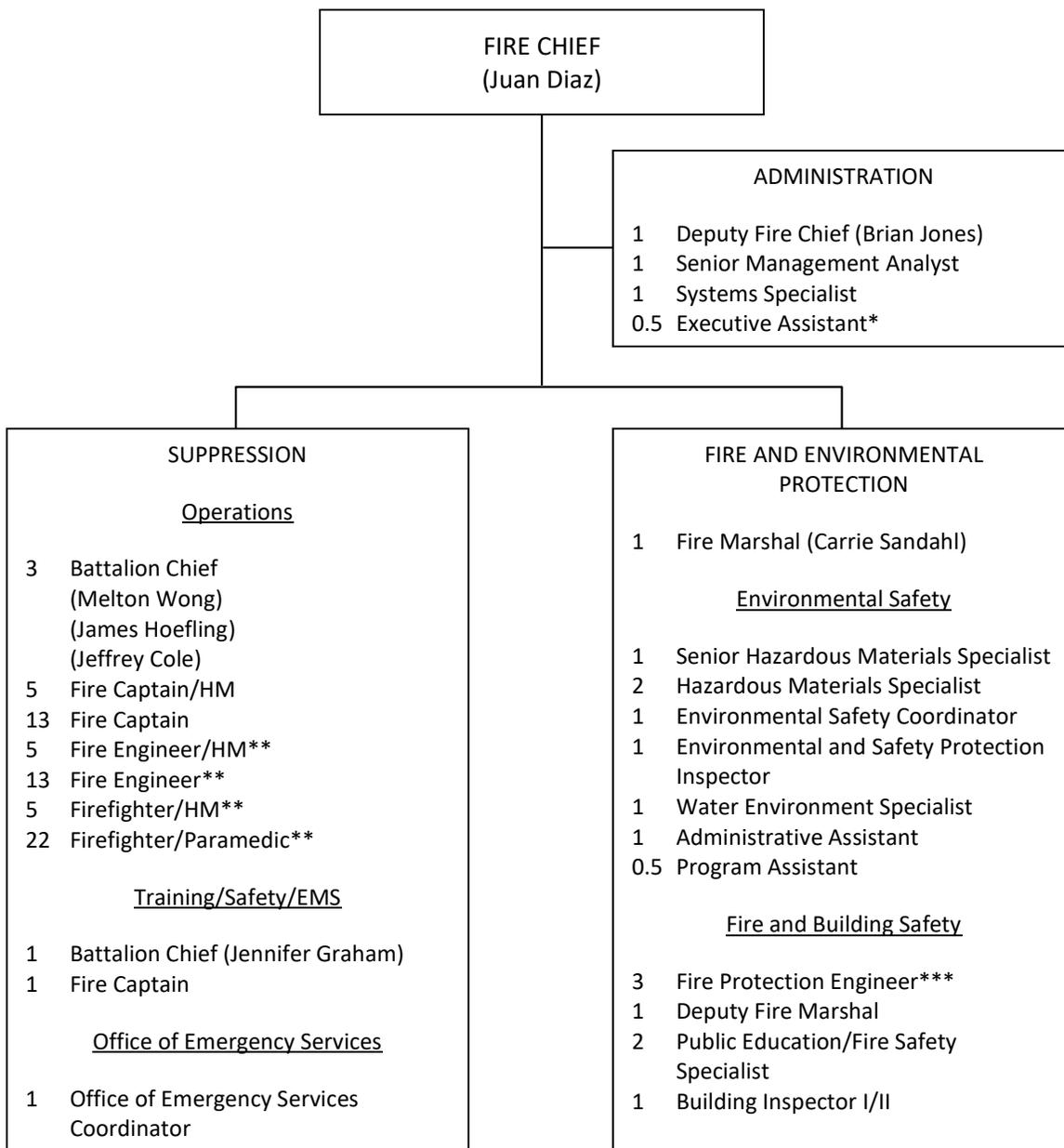
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**NOTES**

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# FIRE DEPARTMENT



FISCAL YEAR 2023-24 POSITION TOTALS: 88.5 Full-Time  
0.5 Regular Part-Time

\* Position directly reports to the Police Department but supports the Fire Department.

\*\* Authorization of 27 Paramedics includes Engineer, Engineer/Hazardous Materials, and Firefighter/Hazardous Materials levels.

\*\*\* Located in Community Development Department but budgeted in Fire Department.

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## FIRE DEPARTMENT SUMMARY

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### DEPARTMENT MANAGER—FIRE CHIEF

### DEPARTMENT MISSION STATEMENT

The Mountain View Fire Department exists to save lives and property, protect the environment, and minimize the risk of fire and natural disaster by investing in education, training, and prevention. The vision of the Department is to be a progressive fire department that treats everyone with respect and dignity and applies best practices in innovative emergency response, fire prevention, training, environmental protection, and public education.

### DEPARTMENT OVERVIEW

The Fire Department's personnel and equipment are strategically deployed throughout the City to rapidly assist citizens when emergencies occur, such as emergency medical services, fire suppression, technical rescue, and hazardous materials response, along with community emergency preparedness and recovery training. In addition to emergency response, the Fire Department focuses on community safety and education through fire prevention, housing code enforcement, public education, waste discharge and general surface water pollution prevention, and other services to the community.

### DEPARTMENT FUNCTIONS

- Respond quickly to all emergencies and take appropriate actions, thereby reducing loss of life, property, and environmental damage while ensuring the safety of all Fire personnel involved. (M 1, 2)
- Maintain a professional level of operational readiness as Firefighters, Paramedics, Emergency Medical Technicians, Hazardous Materials First Responders, Hazardous Materials Technicians, Specialists, and Rescuers.
- Provide annual training and coordination for City staff, and residential and business community volunteers on disaster preparedness, response, and recovery.
- Provide management and oversight for the Santa Clara County Regional Command Training Center located in Mountain View.
- Ensure that facilities using or storing hazardous materials, or discharging wastewater into the sanitary or storm sewers, comply with applicable Federal, State, and local requirements. (M 3, 4)
- Maintain an ongoing fire prevention program, hazardous materials, and underground storage tank inspection program. (M 4)
- Maintain a rental housing inspection program.

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## FIRE DEPARTMENT SUMMARY

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### FISCAL YEAR 2022-23 ACCOMPLISHMENTS

*(Items in **bold** are tied to Fiscal Years 2021-22 and 2022-23 Strategic Roadmap Action Plan Projects)*

- Continued operation of the COVID-19 mobile vaccination program in coordination with the Santa Clara County Public Health Department, administering vaccinations and booster shots to elderly and homebound Mountain View residents.
- Conducted community outreach and began implementation of an ordinance amendment prohibiting smoking in multi-family residential properties.
- Implemented succession planning through promotional processes for the positions of Fire Engineer/Driver Operator, Fire Captain, and Battalion Chief.
- Revised the City of Mountain View Office of Emergency Services Emergency Operations Plan.
- Established a Line of Duty Death Policy Manual.
- Graduated a Community Emergency Response Team (CERT) Volunteer Academy with 20 new CERT members.
- Revised the Cooling Center Policy to be in alignment with Santa Clara County Office of Emergency Management.
- Implemented a new end-user Computer-Aided Dispatch (CAD) platform for emergency response and incident command management and resource accountability.
- Received \$38,700 grant from County of Santa Clara via the EMS Trust Fund for the purchase of LUCAS CPR systems to equip fire apparatus. LUCAS is a mechanical CPR system that enables the steady flow of oxygen and ensures that chest compressions continue without interruption, which allows first responders to focus on other life-saving tasks.

### MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR FISCAL YEARS 2023-24 AND 2024-25

*(Items in **bold** are potential Fiscal Years 2023-24 and 2024-25 Council Work Plan Projects)*

- **Support the preparation of a Citywide update to the Cost Allocation Plan and Master Fee Schedule in conjunction with the Finance and Administrative Services Department.**
- Continue to support the implementation of initiatives for unhoused and unstably housed residents, including those living in vehicles, with both short-term and long-term actions.
- Implement the recommendations from the Development Services Review study for the development review process, including streamlining process improvements and implementation of technology, in conjunction with the Community Development, Public Works and Information Technology Departments.
- Develop and implement an integrated data management system to fulfill Fire and Environmental Protection Division data management and reporting needs across multiple regulatory program disciplines, in conjunction with the Information Technology Department.

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## FIRE DEPARTMENT SUMMARY

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- Negotiate location-based automatic aid agreements with Santa Clara County Fire Department when their Computer Aided Dispatch (CAD) is upgraded to a system compatible with Mountain View's.
- Continue the process to upgrade the Computer Aided Dispatcher (CAD) system in conjunction with the Police Department.
- Enroll a team of nine members to attend Fire Suppression Training School to develop skills in structural firefighting.
- Identify and implement organizational improvements to support succession planning goals, including professional development and career paths within the Fire and Environmental Protection Division, in conjunction with the Human Resources Department.
- Adopt the revised City's Emergency Operations Plan
- Continue to train City staff assigned to the Emergency Operations Center in position-based roles following the FEMA-based Independent Study Program.
- Schedule and conduct one Emergency Operations Center drill annually per the Homeland Security Exercise Evaluation Program.
- Continue the planning and design of a new Public Safety Headquarters building in conjunction with the Police and Public Works Departments.
- Hire, train, develop, mentor and promote employees to keep up with retirements and attrition in the fire suppression division, inclusive of all ranks (Firefighter, Engineer, Captain, and Battalion Chief).
- Continue to train and develop the fire department's special operations teams (HazMat, USAR, Tactical Medics) to ensure "all-risk" readiness.
- Further enhance emergency medical system capabilities to include both personnel development and implementation of a fire department-based ground transport program under the County's established guidelines.
- Develop and implement an integrated data management system to fulfill Fire and Environmental Protection Division data management and reporting needs across multiple regulatory program disciplines, in conjunction with the Information Technology Department.
- Implement Zonehaven program to help prepare for, train, and execute live evacuations.
- Implement a revised Multi-Jurisdictional Hazard Mitigation Plan to assess different vulnerabilities in the community and identify mitigation actions the City can pursue to reduce damages after such an event.

**FIRE  
DEPARTMENT SUMMARY**

PERFORMANCE/WORKLOAD MEASURES

	2020-21 Actual	2021-22 Actual	2022-23 Target	2022-23 6 Months	2023-24 Target
<b>Suppression:</b>					
1. For prehospital medical emergencies, rescues, and small fires:					
• Turnout time of two minutes.*	New for FY21-22	100%	>90%	100%	>90%
• Travel time of four minutes for the first-due unit.*	New for FY21-22	42% <sup>(A)</sup>	>90%	36% <sup>(A)</sup>	>90%
• First-due unit should arrive within 7 minutes 30 seconds of the time from the receipt of the 9-1-1 call.*	New for FY21-22	94%	>90%	90%	>90%
2. For building fires:					
• Turnout time of two minutes.*	New for FY21-22	100%	>90%	100%	>90%
• Travel time of eight minutes for all units.*	New for FY21-22	100%	>90%	100%	>90%
• Multiple-unit effective response force (ERF) of 15 personnel should arrive within 11 minutes 30 seconds from the time of 9-1-1 call receipt.*	New for FY21-22	100%	>90%	100%	>90%
<b>Fire and Environmental Protection:</b>					
3. Percentage of plans checked within 15 working days of receipt by Division.	100%	100%	100%	100%	100%
4. Number of inspections conducted by Environmental Safety Section.	1,605	1,841	1,500	854	1,500

<sup>(A)</sup> Below target as a result of traffic congestion and simultaneous incident activity at peak hours of the day. In addition, the Department's training model of using the Engine 54 crew Citywide with incident activity and traffic congestion thins out available crews too much at peak hours of the day. This deficiency is addressed in a report conducted by Citygate Associates: "Community Hazard and Risk Assessment, Standards of Cover Study, and Location Analysis (2020)."

\* Performance standards are based on best practice guidelines and criteria in the field of deployment analysis, including National Fire Protection Association (NFPA) standards, the Self-Assessment Criteria on the Commission of Fire Accreditation International (CFAI), Insurance Services Office (ISO), and Citygate's recommended best practices.

**FIRE  
DEPARTMENT SUMMARY**

POSITIONS	2021-22 ADJUSTED		2022-23 ADOPTED		2023-24 RECOM.	
Fire Chief	1		1		1	
Deputy Fire Chief	1		1		1	
Battalion Chief	4		4		4	
Fire Marshal	1	*1	1	*1	1	*1
Office of Emergency Services Coordinator	1		1		1	
Senior Haz Mat Specialist	0		1	*3	1	
Fire Protection Engineer	3		3		3	
Deputy Fire Marshal	1		1		1	
Public Education/Fire Safety Specialist	2		2		2	
Fire Captain/HM	5		5		5	
Fire Captain	14		14		14	
Fire Engineer/HM	5		5		5	
Fire Engineer	13		13		13	
Firefighter/HM	5		5		5	
Firefighter/Paramedic	22	*2	22	*2	22	
Haz Mat Specialist	3		2	*3	2	
Environmental Safety Coordinator	1		1		1	
Environmental & Safety Protection Inspector	1		1		1	
Water Environment Specialist	1		1		1	
Building Inspector I/II	1		1		1	
Senior Management Analyst	0		1	*4	1	
Systems Specialist	0		0		1	*5
Analyst I/II	1		0	*4	0	
Executive Assistant	0.50		0.50		0.50	
Program Assistant	0		0		0.50	*6
Administrative Assistant	0		0		1	*5/6
<b>TOTAL REGULAR</b>	<u>86.50</u>		<u>86.50</u>		<u>89</u>	
<b>TOTAL POSITIONS</b>	<u><b>86.50</b></u>		<u><b>86.50</b></u>		<u><b>89</b></u>	

- \*1 The Fire Marshall position is flexibly staffed as safety/non-safety.
- \*2 Authorization of 27 Paramedics includes Engineer, Engineer/HM, and Firefighter/HM levels.
- \*3 Reclassification of a Haz Mat Specialist position to Senior Haz Mat Specialist.
- \*4 Reclassification of the Analyst I/II position to Senior Management Analyst.
- \*5 Addition of an Systems Specialist and 0.5 FTE Office Assistant.
- \*6 Transfer of 0.5 FTE Program Assistant and 0.5 FTE Office Assistant from the Police Department.

DEPARTMENT DIVISIONS	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Fire Administration	\$ 1,397,457	1,470,108	1,812,856
Fire Suppression	27,706,275	28,198,668	31,082,622
Fire and Environmental Protection	3,177,315	4,150,383	4,576,252
<b>TOTAL EXPENDITURES</b>	<u><b>\$ 32,281,048</b></u>	<u><b>33,819,159</b></u>	<u><b>37,471,730</b></u>

**FIRE  
DEPARTMENT SUMMARY**

EXPENDITURE SUMMARY	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries Wages and Benefits	\$ 30,367,670	31,670,849	34,405,623
Supplies and Other Services	1,011,999	1,504,310	1,947,307
Capital Outlay	370,750	72,000	511,800
Interfund Expenditures	530,629	572,000	607,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 32,281,048</b>	<b>33,819,159</b>	<b>37,471,730</b>
FUNDING SOURCES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
General Operating	\$ 29,214,051	30,044,576	33,064,131
General Non-Operating	537,842	519,100	946,300
Building/Development Services	804,986	904,067	908,748
Shoreline Regional Park Community	111,963	173,178	179,178
Wastewater	1,612,206	2,178,238	2,373,373
<b>TOTAL FUNDING</b>	<b>\$ 32,281,048</b>	<b>33,819,159</b>	<b>37,471,730</b>
REVENUE SUMMARY	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
General Licenses & Permits	\$ 799,021	541,000	541,000
Fines and Forfeitures	10,314	1,000	1,000
General Service Charges	263,385	236,300	241,400
Miscellaneous Revenue	2,000,409	380,700	381,300
<b>TOTAL REVENUES</b>	<b>\$ 3,103,813</b>	<b>1,159,000</b>	<b>1,164,700</b>

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**FIRE—ADMINISTRATION  
DIVISION SUMMARY**

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DIVISION MANAGER—FIRE CHIEF

DIVISION OVERVIEW

Administration is responsible for management of the Fire Department. The Division provides strategic planning, leading, managing, and support for Fire Department personnel and programs in the accomplishment of the Department’s mission.

MAJOR DIVISION CHANGES

- General Operating Fund:

Systems Specialist Position (1.0 FTE):	\$221,300
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Provides funding for one Systems Specialist position. The position will provide maintenance and support for technology programs in the Fire Department.

Employee Wellness and Team Building:	\$17,300
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Provides new funding for employee wellness and team building events.

**FIRE - ADMINISTRATION  
DIVISION SUMMARY**

POSITIONS	2021-22 ADJUSTED	2022-23 ADOPTED	2023-24 RECOM.
Total Regular	3.50	3.50	4.50 *1
<b>TOTAL POSITIONS</b>	<b>3.50</b>	<b>3.50</b>	<b>4.50</b>

\*1 Addition of a Systems Specialist.

EXPENDITURES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 ADOPTED
Salaries	\$ 872,215	881,977	1,067,289
Benefits	475,509	521,157	660,293
TOTAL PERSONNEL	<u>1,347,724</u>	<u>1,403,134</u>	<u>1,727,582</u>
Materials and Supplies	27,884	39,744	57,044
Maintenance and Operations	835	1,300	1,300
Professional/Technical Services	13,600	0	0
Other Expenses	7,416	8,930	8,930
TOTAL SUPPLIES AND SERVICES	<u>49,734</u>	<u>49,974</u>	<u>67,274</u>
Interfund Expenditures	0	17,000	18,000
<b>TOTAL EXPENDITURES</b>	<b>\$ <u>1,397,457</u></b>	<b><u>1,470,108</u></b>	<b><u>1,812,856</u></b>

REVENUES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Miscellaneous Revenue	155	0	0
<b>TOTAL REVENUES</b>	<b>\$ <u>155</u></b>	<b><u>0</u></b>	<b><u>0</u></b>

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## FIRE—SUPPRESSION DIVISION SUMMARY

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### DIVISION MANAGER—FIRE CHIEF

#### DIVISION OVERVIEW

The Suppression Division consists of the Operations, Personnel and Training, and Office of Emergency Services/Public Information Sections.

The Operations Section provides firefighting, hazardous materials incident, paramedic, and rescue response services from five Fire stations strategically located throughout the City. Firefighters also conduct fire prevention inspections, public education, and equipment and facilities maintenance as well as ongoing training activities. Paramedic Firefighters are assigned to every Fire station.

The Personnel and Training Section plans, schedules, and provides training to Firefighters. This Section also coordinates the Firefighter recruitment and selection process.

The Office of Emergency Services Section is responsible for disaster preparedness and coordinates disaster response.

#### MAJOR DIVISION CHANGES

- General Operating Fund:
  - Overtime: \$793,300  
Provides increased funding for overtime in the Suppression Division relating to minimum staffing requirements and workers compensation backfill.
  - Contract Services: \$33,100  
Provides new and increased funding for background investigation services, scheduling and accountability software, emergency alert system annual maintenance, and document archiving services.
  - Special Materials and Supplies: \$31,000  
Provides increased funding for training supplies, janitorial supplies, firefighting foam, and self-contained breathing apparatus (SCBA) valve service.
  - Satellite Phone Annual Subscription: \$20,000  
Provides new funding for satellite phone service for City staff to maintain communications during a disaster or emergency.
  - Promotional Recruitment Exams: \$6,100  
Provides increased funding for promotional recruitment exams for Fire Engineer, Fire Captain, and Battalion Chief positions.

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**FIRE—SUPPRESSION  
DIVISION SUMMARY**

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Automated External Defibrillator (AED) Testing:	\$(5,500)
Transfers \$5,500 of existing funding to the Public Works Department for the annual inspection and testing of AEDs in all City facilities.	
• General Non-Operating Fund:	
Firefighter Recruit Academy (limited-period):	\$414,100
Provides funding for Firefighter recruits to attend the Firefighter Academy. The funding includes personnel costs, supplies and equipment, and overtime for in-house instructors.	
Personal Protective Equipment Compliance (limited-period):	\$229,300
Provides funding for updating firefighters' personal protective equipment (PPE) to be compliant with new laws.	
Medical Specialist Training (limited-period):	\$37,800
Provides funding to send three Paramedics to Medical Specialist Training to increase knowledge, skills, and abilities in the Urban Search and Rescue program. The amount includes overtime and course costs related to the training.	
EOC Satellite Phones (limited-period):	\$30,000
Provides funding to purchase satellite phones for City key staff in order to maintain and improve communications during a disaster or emergency.	
Fire Department 150th Anniversary Celebration (limited-period):	\$20,000
Provides funding for awards and recognition to honor the 150 year anniversary of the City's Fire Department.	
LUCAS CPR Maintenance (limited-period):	\$19,200
Provides funding for maintenance for LUCAS CPR devices used by the department.	
EOC Portable Generators (limited-period):	\$10,600
Provides funding to purchase portable generators to provide electricity at the five fire stations throughout the City for residents for powering essential electronic devices during power outages.	

**FIRE - SUPPRESSION  
DIVISION SUMMARY**

POSITIONS	2021-22 ADJUSTED	2022-23 ADOPTED	2023-24 RECOM.
Total Regular	69	69	69
<b>TOTAL POSITIONS</b>	<b>69</b>	<b>69</b>	<b>69</b>
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EXPENDITURES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries	\$ 17,705,529	16,892,137	18,260,972
Benefits	8,431,552	9,655,373	10,243,517
TOTAL PERSONNEL	26,137,081	26,547,510	28,504,489
Materials and Supplies	308,583	483,179	852,599
Maintenance and Operations	64,377	87,778	123,858
Utilities	107,774	151,270	171,270
Professional/Technical Services	129,761	195,930	227,605
Other Expenses	90,481	159,001	159,001
TOTAL SUPPLIES AND SERVICES	700,976	1,077,158	1,534,333
Capital Outlay	370,750	72,000	511,800
Interfund Expenditures	497,468	502,000	532,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 27,706,275</b>	<b>28,198,668</b>	<b>31,082,622</b>
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REVENUES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Local Intergovernmental Revenue	\$ 30,685	0	0
Miscellaneous Revenue	1,990,835 *1	361,700	362,300
<b>TOTAL REVENUES</b>	<b>\$ 2,021,520</b>	<b>361,700</b>	<b>362,300</b>

\*1 Includes reimbursements for fire strike team deployments.

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**FIRE—FIRE AND ENVIRONMENTAL PROTECTION  
DIVISION SUMMARY**

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DIVISION MANAGER—FIRE MARSHAL

DIVISION OVERVIEW

The Fire and Environmental Protection Division consists of the Environmental Safety and the Fire and Building Safety Sections.

The Environmental Safety Section is responsible for the enforcement of local hazardous materials storage codes, State underground chemical storage tank regulations, industrial waste discharge, and Federal and State regulations related to the control of industrial waste and stormwater runoff. Efforts are aimed at preventing uncontrolled releases and movement of hazardous and toxic substances.

The Fire and Building Safety Section is responsible for conducting the City's fire and housing code enforcement programs, fire cause investigations, and technical support to the Suppression Division.

MAJOR DIVISION CHANGES

- General Operating Fund:

Reclassification of Office Assistant to Administrative Assistant (0.5 FTE): \$85,600

Provides funding to reclassify one half-time Office Assistant position to full-time Administrative Assistant. The position provides administrative support to the Fire and Environmental Safety Division.

Reallocate Office Assistant Position (0.5 FTE): \$74,600

Reallocates the funding for one half-time Office Assistant position from the Police Department to Fire Department.

- General Non-Operating Fund:

Data Management System Replacement (limited-period): \$55,000

Provides funding to replace the existing data management system utilized by the Fire and Environmental Protection Division.

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**FIRE—FIRE AND ENVIRONMENTAL PROTECTION  
DIVISION SUMMARY**

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- Development Services Fund:
  - Strong Motion Instrumentation Program (SMIP) (rebudget balance): \$30,300  
Rebudgets the balance of funding available for SMIP funds to be used for a Community Emergency Response Team (CERT) grant program.
  - Consultant Services for Web-Based Reporting (rebudget): \$20,000  
Rebudgets funding to create an electronic reporting system. The State requires all local government agencies to electronically report hazardous materials business plan, inspection, and enforcement information.
  
- Wastewater Fund:
  - Reallocate Program Assistant Position (0.5 FTE): \$87,800  
Reallocates one half-time Program Assistant position from the Police Department to Fire Department.
  - Silicon Valley Urban Runoff Pollution Prevention Program (SCVURPPP): \$14,500  
Provides increased funding for the City’s portion of the Silicon Valley Urban Runoff Pollution Prevention Program annual budget.
  - Overtime: \$11,900  
Provides increased funding for overtime for Hazardous Materials, Liquid Waste, and Storm Water services.
  - Permit Fees: \$3,600  
Provides increased funding for National Pollutant Discharge Elimination System permit fees.

**FIRE - FIRE AND ENVIRONMENTAL PROTECTION  
DIVISION SUMMARY**

POSITIONS	2021-22 ADJUSTED	2022-23 ADOPTED	2023-24 RECOM.
Total Regular	14	14	15.5 <sup>*1</sup>
<b>TOTAL POSITIONS</b>	<b>14</b>	<b>14</b>	<b>15.5</b>

\*1 Addition of 0.5 FTE Office Assistant, and transfer of 0.5 FTE Program Assistant and 0.5 FTE Office Assistant from the Police Department.

EXPENDITURES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries	\$ 1,846,254	2,389,108	2,648,957
Benefits	1,036,611	1,331,097	1,524,595
<b>TOTAL PERSONNEL</b>	<b>2,882,865</b>	<b>3,720,205</b>	<b>4,173,552</b>
Materials and Supplies	15,440	23,515	23,575
Maintenance and Operations	245	3,375	3,375
Utilities	5,373	4,800	4,800
Professional/Technical Services	214,313	281,700	299,800
Other Expenses	25,919	63,788	14,150
<b>TOTAL SUPPLIES AND SERVICES</b>	<b>261,290</b>	<b>377,178</b>	<b>345,700</b>
Interfund Expenditures	33,161	53,000	57,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 3,177,315</b>	<b>4,150,383</b>	<b>4,576,252</b>

REVENUES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
General Licenses & Permits	\$ 799,021	541,000	541,000
Fines and Forfeitures	10,314	1,000	1,000
General Service Charges	263,385	236,300	241,400
Miscellaneous Revenue	9,419	19,000	19,000
<b>TOTAL REVENUES</b>	<b>\$ 1,082,138</b>	<b>797,300</b>	<b>802,400</b>

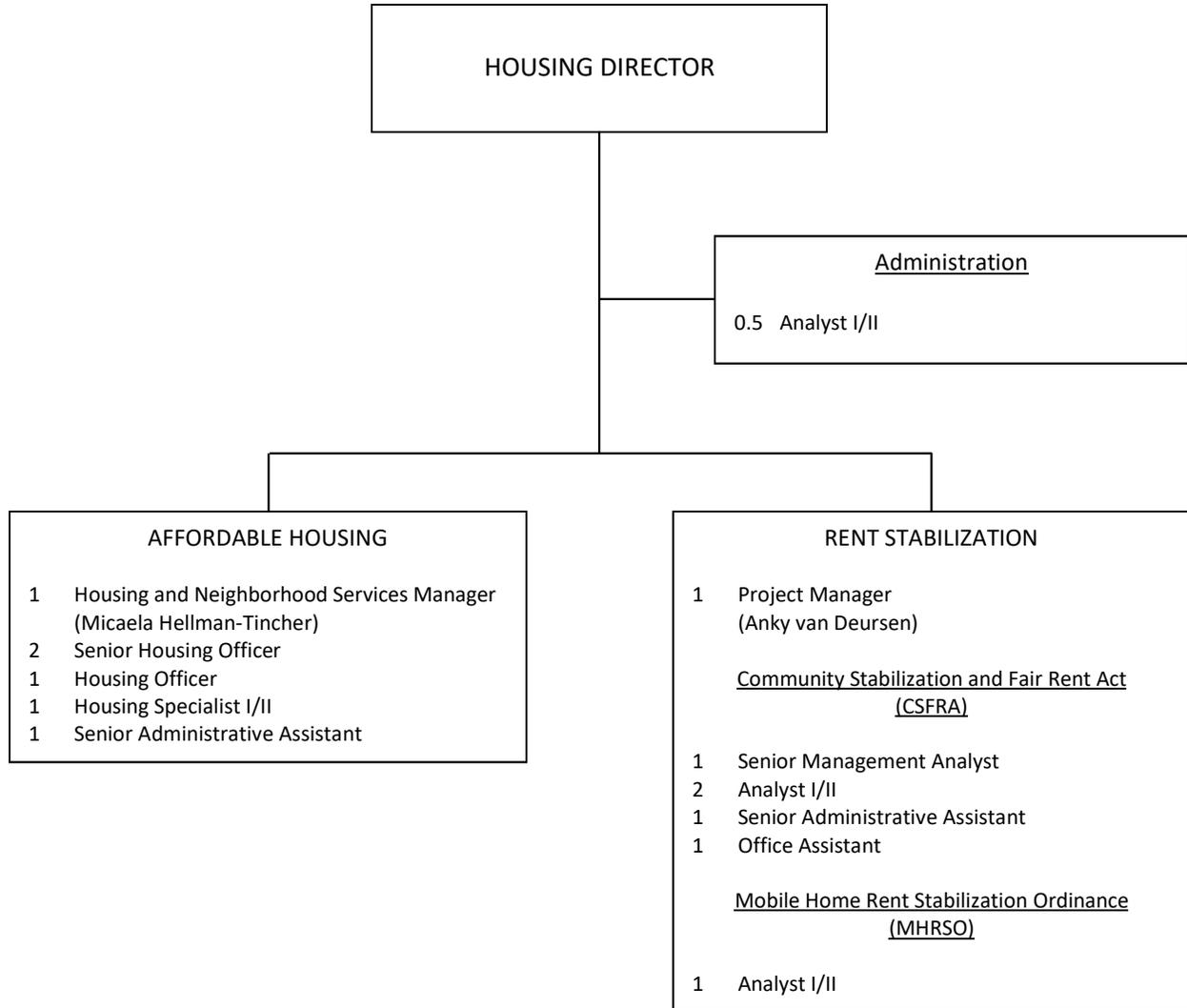
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**NOTES**

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# HOUSING DEPARTMENT



FISCAL YEAR 2023-24 POSITION TOTALS: 14.5 Full-Time

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## HOUSING DEPARTMENT SUMMARY

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### DEPARTMENT MANAGER—HOUSING DIRECTOR

#### DEPARTMENT MISSION STATEMENT

The Housing Department advances diverse, inclusive, and equitable communities by developing and implementing a wide range of housing policies and programs related to affordable housing, rent stabilization, and tenant protection.

#### DEPARTMENT OVERVIEW

The Housing Department is composed of two Divisions: the Affordable Housing Division and the Rent Stabilization Division. In addition to implementing a wide range of existing programs, the Department develops new housing policies and programs to respond to evolving community needs and in alignment with City Council Strategic Priorities and City values, including creating a Community for All, facilitating Intentional Development and Housing Options, and advancing the City's Race, Equity and Inclusion Initiative. The Department values engagement with stakeholders and the community, including those with limited English proficiency and multi-cultural perspectives, and seeks to reduce barriers and increase access to housing opportunities and resources through intentional program design, education, outreach, and translation/interpretation services. The Department collaborates with external groups and organizations, including community groups, non-profits, developers, other public sector agencies, and private and philanthropic organizations, whenever possible to advance the Department's mission. The housing programs seek to contribute to complete communities and building social capital within and between neighborhoods.

#### DEPARTMENT FUNCTIONS

- Administer affordable housing programs, including the Below-Market-Rate (BMR) program, funding of new affordable housing projects through the City's affordable housing NOFA program, and facilitating affordable housing development on City-owned sites through a Request for Qualification (RFQ)/Request for Proposals (RFP) process, and implementation of Council policies aimed at increasing affordable housing and responding to displacement. (M 3, 4)
- Develop affordable housing policies and programs to implement Council Strategic Priorities to support a community for all; and to increase the quantity, affordability, and diversity of affordable housing. Implement programs related to displacement response, tenant protections, and homeless response.
- Provide staff support to the Rental Housing Committee (RHC), the Council Notice of Funding Availability (NOFA) Review Committee, and the Council Neighborhoods Committee (CNC) and neighborhood grant program.
- Implement the City's rent stabilization and tenant protection programs, including the Community Stabilization and Fair Rent Act and the Mobile Home Rent Stabilization Ordinance, the Tenant Relocation Assistance Ordinance, the MV Mediation Program, and the Housing and Eviction Help Center, and provide education and outreach to tenants and landlords.
- Implement the City's federal Community Development Block Grant (CDBG) and HOME Investment Partnership (HOME) programs, including the allocation of funding, compliance and monitoring, and development and implementation of fair housing plans, in accordance with Federal regulations. Monitor and apply for other funding opportunities, including federal, State, and other sources. (M 3)

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## HOUSING DEPARTMENT SUMMARY

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- Develop affordable housing policies and programs to advance the City's Race, Equity, and Inclusion Initiative.
- Provide support to the City's intergovernmental relations function, such as analysis of State and federal housing legislation, supporting legislative advocacy efforts, and other related activities.
- Provide outreach to the community related to the development of affordable housing projects, policies, and/or programs; education; and efforts to reduce barriers and increase access to housing resources. Incorporate interpretation/translation services to facilitate participation across all members of the community, including the multi-cultural communities and those with limited English proficiency.
- Work with external organizations across sectors – including the public sector, private sector, non-profits, community-based organizations, and philanthropy – to advance housing initiatives such as funding partnerships and implementing affordable housing initiatives.
- Collaborate with other City departments and offices to advance housing efforts, such as with the Community Development Department, the City Manager's Office, and Human Resources.

### FISCAL YEAR 2022-23 ACCOMPLISHMENTS

*(Items in **bold** are tied to potential Fiscal Years 2023-24 and 2024-25 Strategic Roadmap Action Plan Projects)*

- Worked with the County of Santa Clara and Home First Services to support a parking license agreement for the use of lot 7 as a Cold Weather Shelter located at 748 Mercy Street.
- Appropriated funds for affordable housing developments at 1020 Terra Bella, 1012 Linda Vista, and 96 W. El Camino Real, comprising over 240 units of affordable housing.
- Approved the 1020 Terra Bella Avenue affordable housing development (Alta Housing) and 1265 Montecito Avenue affordable housing development (Charities Housing).
- Initiated the purchase of the Santa Clara Valley Transportation Authority Evelyn site and began the process to select affordable housing development partner.
- Continued housing and eviction prevention outreach efforts to help Mountain View residents access information about rental assistance, tenant rights, below-market-rate housing, and affordable housing.
- Developed a Displacement Response Strategy.
- Issued building permits to redevelop the Crestview Hotel into permanent affordable housing and supported the beginning of construction.
- Received federal funding allocation for \$750,000 led by Congresswoman Anna Eshoo's office.

**HOUSING  
DEPARTMENT SUMMARY**

MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR  
FISCAL YEARS 2023-24 AND 2024-25

*(Items in **bold** are tied to potential Fiscal Years 2023-24 and 2024-25 Strategic Roadmap Action Plan Projects)*

- **Support development of a comprehensive Homelessness Response Strategy that includes housing, services, and an expenditure and funding plan in conjunction with the City Manager’s Office.**
- **Develop a strategy to facilitate low- and middle-income home ownership.**
- **Implement displacement response strategies based on Council direction, including adopting local replacement requirements, development of an acquisition/preservation strategy, and other related efforts.**
- **Facilitate the development of affordable housing at the Santa Clara Valley Transportation Authority (VTA) Evelyn Avenue Site by completing negotiations for a lease disposition, development, and loan agreement (LDDLA) and beginning the planning/entitlement process.**
- Support the development of the City’s affordable housing pipeline, including the 1020 Terra Bella, 1012 Linda Vista, 96 W. El Camino, and Crestview sites.
- Complete Below-Market-Rate Program Three-Year review.
- Seek new funding partnerships, and new funding opportunities, to support affordable housing pipeline.

PERFORMANCE/WORKLOAD MEASURES

	<b>2020-21 Actual</b>	<b>2021-22 Actual</b>	<b>2022-23 Target</b>	<b>2022-23 6 Months</b>	<b>2023-24 Target</b>
<b>Affordable Housing:</b>					
1. Number of households served by CDBG public service programs.				New For FY23-24	6,113
2. Number of deed-restricted affordable housing units (BMR and NOFA units) approved.*				New For FY23-24	173
<b>Rent Stabilization:</b>					
3. Number of community members assisted through the Rent Stabilization Program, concerning CSFRA, MHRSO, TRAO, Help Center, and MVMP (email, phone, and in person).**				New For FY23-24	2,000
4. Number of community members staff connected with through Rent Stabilization Program outreach efforts such as events, workshops, and trainings.				New For FY23-24	5,000

\* Based the City’s Evelyn project and three BMR pipeline projects.

\*\* Response to all intake requests to the division.

**HOUSING  
DEPARTMENT SUMMARY**

POSITIONS	2021-22 ADJUSTED	2022-23 ADOPTED	2023-24 RECOM.	
Housing Director	0	0	1	*1
Housing & Neighborhood Svcs Manager	0	0	1	*1
Project Manager	0	0	1	*1
Senior Housing Officer	0	0	2	*1/2
Housing Officer	0	0	1	*1
Housing Specialist I/II	0	0	1	*1
Senior Management Analyst	0	0	1	*1
Analyst I/II	0	0	3.50	*1
Senior Administrative Assistant	0	0	2	*1
Office Assistant	0	0	1	*1
TOTAL REGULAR	<u>0</u>	<u>0</u>	<u>14.50</u>	
<b>TOTAL POSITIONS</b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>14.50</u></b>	

\*1 Transfer of 13.5 positions from the Community Development Department - Housing and Neighborhood Services Division.

\*2 Addition of a Senior Housing Officer.

DEPARTMENT DIVISIONS	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Affordable Housing	\$ 0	0	55,086,178
Rent Stabilization	0	0	2,116,907
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 0</u></b>	<b><u>0</u></b>	<b><u>57,203,085</u></b>

EXPENDITURE SUMMARY	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries Wages and Benefits	\$ 0	0	3,210,004
Supplies and Other Services	0	0	53,921,081
Capital Outlay	0	0	72,000
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 0</u></b>	<b><u>0</u></b>	<b><u>57,203,085</u></b>

FUNDING SOURCES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
General Operating	\$ 0	0	649,269
General Non-Operating	0	0	53,770
Below-Market-Rate Housing	0	0	25,641,013
Housing Impact	0	0	25,398,740
Rental Housing Impact	0	0	888,000
CSFRA/Rental Housing Committee	0	0	1,805,456
MHRSO/Rental Housing Committee	0	0	311,451
Grants	0	0	2,455,386
<b>TOTAL FUNDING</b>	<b><u>\$ 0</u></b>	<b><u>0</u></b>	<b><u>57,203,085</u></b>

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**HOUSING  
DEPARTMENT SUMMARY**

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<u>REVENUE SUMMARY</u>	<u>2021-22 ACTUAL</u>	<u>2022-23 ADOPTED</u>	<u>2023-24 RECOM.</u>
Federal Intergovernmental Revenue	\$ 0	0	896,408
General Service Charges	0	0	1,940,040
Miscellaneous Revenue	0	0	450,000
<b>TOTAL REVENUES</b>	<b>\$ 0</b>	<b>0</b>	<b>3,286,448</b>

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## HOUSING— AFFORDABLE HOUSING DIVISION SUMMARY

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### DIVISION MANAGER— HOUSING & NEIGHBORHOOD SERVICES MANAGER

#### DIVISION OVERVIEW

The Affordable Housing Division administers various housing programs to advance the Council Strategic Priorities including:

- Financing affordable housing developments
- Below-Market-Rate (BMR) Housing Program
- Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) federal funding program allocated to the City by the U.S. Department of Housing and Urban Development (HUD)
- Other State and federal housing programs.

The Division works closely with other City departments and offices to implement the housing programs, such as with the Community Development Department on residential developments, the City Manager’s Office to respond to homelessness, and Human Resources on homebuyer programs.

The Division also develops new policies and programs to respond to the community’s affordable housing needs. The Division also staffs the Council Neighborhoods Committee, which implements the neighborhood grant programs and holds neighborhood meetings throughout the City to facilitate community engagement and information sharing, and the Notice of Funding Availability (NOFA) Committee, which makes funding recommendations to the City Council for affordable housing developments.

#### MAJOR DIVISION CHANGES

- General Operating Fund:
  - Software Subscription (limited-period): \$6,000  
Provides funding to continued usage of grant and portfolio management software utilized for work related to Housing, Public Services, and Neighborhoods. Split with General Operating Fund (GOF), Below Market Rate (BMR) Fund, and Community Development Block Grant (CDBG) Fund.
  - General Supplies: \$5,000  
Provides new funding for administrative costs and supplies for the Housing Department.
  - Employee Wellness and Team Building: \$2,700  
Provides new funding for employee wellness and team building events.
- Below Market Rate (BMR) Fund:
  - 1020 Terra Bella Ave Development (rebudget balance):* *\$13,495,100*  
*Rebudgets the balance of funding approved midyear for 1020 Terra Bella Ave affordable housing project.*

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**HOUSING— AFFORDABLE HOUSING  
DIVISION SUMMARY**

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<i>1012 Linda Vista Ave Development (rebudget balance):</i>	<i>\$9,998,600</i>
<i>Rebudgets the balance of funding approved midyear for 1012 Linda Vista Ave affordable housing project.</i>	
<i>Lot 12 Predevelopment (rebudget balance):</i>	<i>\$255,500</i>
<i>Rebudgets the balance of funding approved for the predevelopment of Lot 12.</i>	
<i>La Avenida Affordable Development (rebudget balance):</i>	<i>\$211,500</i>
<i>Rebudgets the balance of funding approved midyear for Avenida affordable housing development project.</i>	
Consulting Services—Affordable Housing (limited-period):	\$135,000
Provides funding for external consulting services to support the implementation of Housing and Neighborhood Services Division programs.	
Senior Housing Officer Position (0.5 FTE):	\$124,950
Provides funding for one Senior Housing Officer position. This position will support increased workload due to project complexity and new housing laws. The remaining 0.5 FTE is funded through the Housing Impact Fund.	
Website Redesign (limited-period):	\$100,000
Provides funding for a website redesign to make the City’s housing services more usable for the general public seeking information and services relating to housing or safety-net supports.	
Legal Services—Affordable Housing:	\$85,000
Provides increased funding for legal services to comply with new housing laws.	
Software Subscription (limited-period):	\$45,400
Provides funding to continue usage of grant and portfolio management software utilized for work related to Housing, Public Services, and Neighborhoods. Split with General Operating Fund (GOF), Below Market Rate (BMR) Fund, and Community Development Block Grant (CDBG) Fund.	
Community Outreach - Affordable Housing Programs (limited-period):	\$40,000
Provides funding to facilitate community outreach for feedback regarding housing policies, programs, and strategies.	

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**HOUSING— AFFORDABLE HOUSING  
DIVISION SUMMARY**

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Language Services—Affordable Housing:	\$20,000
Provides new funding for translation and interpretation services related to the City’s Multicultural Engagement Program.	
Training and Professional Development (limited-period):	\$20,000
Provides funding for the training and professional development of Housing staff.	
• Housing Impact Fund:	
<i>Montecito Avenue Development (rebudget balance):</i>	<i>\$14,832,400</i>
<i>Rebudgets the balance of funding approved for the Montecito Avenue affordable housing project.</i>	
<i>96 W. El Camino Real Development (rebudget balance):</i>	<i>\$7,998,800</i>
<i>Rebudgets the balance of funding approved for the 96 W. El Camino Real affordable housing project.</i>	
<i>Lot 12 (rebudget balance):</i>	<i>\$1,950,000</i>
<i>Rebudgets the balance of funding approved for the Lot 12 housing project.</i>	
Senior Housing Officer Position (0.5 FTE):	\$124,950
Provides funding for the Housing Impact Fund’s portion of the Senior Housing Officer position described in the BMR Housing Fund above.	
Consulting Services—Affordable Housing:	\$20,000
Provides funding for external consulting to provide financial and economic analysis relating to affordable housing proposals.	
• Rental Housing Impact Fund:	
<i>Crestview Hotel Housing Project (rebudget balance):</i>	<i>\$888,000</i>
<i>Rebudgets the balance of funding approved for the Crestview hotel housing project.</i>	
• Community Development Block Grant (CDBG) Fund:	
Software Subscription (limited-period):	\$28,600
Provides funding to continue usage of grant and portfolio management software utilized for work related to Housing, Public Services, and Neighborhoods. Split with General Operating Fund (GOF), Below Market Rate (BMR) Fund, and Community Development Block Grant (CDBG) Fund.	

**HOUSING - AFFORDABLE HOUSING  
DIVISION SUMMARY**

POSITIONS	2021-22 ADJUSTED	2022-23 ADOPTED	2023-24 RECOM.
Total Regular	0	0	7.60
<b>TOTAL POSITIONS</b>	<b>0</b>	<b>0</b>	<b>7.60</b>
EXPENDITURES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries	\$ 0	0	1,257,964
Wages	0	0	20,000
Benefits	0	0	625,633
TOTAL PERSONNEL	0	0	1,903,597
Materials and Supplies	0	0	53,270
Maintenance and Operations	0	0	16,065
Utilities	0	0	0
Professional/Technical Services	0	0	3,022,726
Other Expenses	0	0	50,090,520
TOTAL SUPPLIES AND SERVICES	0	0	53,182,581
<b>TOTAL EXPENDITURES</b>	<b>\$ 0</b>	<b>0</b>	<b>55,086,178</b>
REVENUES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Federal Intergovernmental Revenue	0	0	896,408
Miscellaneous Revenue	0	0	450,000
<b>TOTAL REVENUES</b>	<b>\$ 0</b>	<b>0</b>	<b>1,346,408</b>

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## HOUSING— RENT STABILIZATION DIVISION SUMMARY

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### DIVISION MANAGER—PROJECT MANAGER

#### DIVISION OVERVIEW

The Rent Stabilization Division implements the Community Stabilization and Fair Rent Act (CSFRA), a voter approved measure (Measure V, 2016), and the Mobile Home Rent Stabilization Ordinance (MHRSO), which was passed by the City Council in 2021. These programs align with the Council Strategic Priorities, particularly advancing a Community for All, and the City’s Race, Equity, and Inclusion initiative. Staff work with tenants, landlords, and Mobile Home Park owners and residents to achieve the three main goals of the CSFRA and the MHRSO:

- Stabilize rents
- Provide eviction protections
- Ensure a fair rate of return on investment for landlords

Staff support the Rental Housing Committee (RHC), an “integral part of the government of the City” but which exercises “its powers and duties independent from the City Council, City Manager, and City Attorney.” The RHC administers the CSFRA as well as the MHRSO. The Division also implements the City’s Housing and Eviction Help Center, the Tenant Relocation Assistance Ordinance (TRAO), and the Mountain View Mediation Program.

#### MAJOR DIVISION CHANGES

- CSFRA/Rental Housing Committee (RHC) Fund:  

Net Miscellaneous Expenses:	\$67,200
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Provides funding for operating expenses as recommended by the RHC on May 22, 2023.
- MHRSO/Rental Housing Committee (RHC) Fund:  

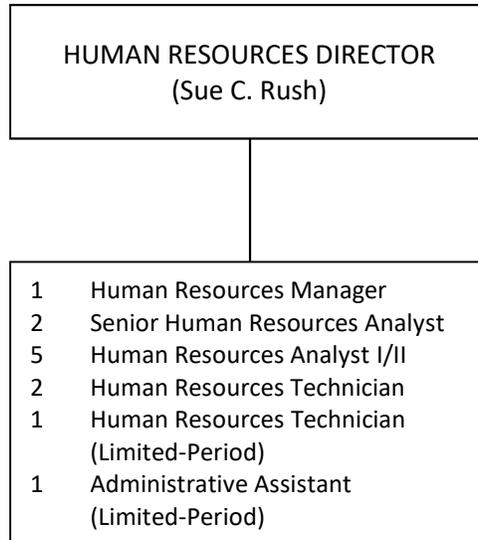
Net Miscellaneous Expenses:	\$15,200
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Provides funding for operating expenses as recommended by the RHC on May 22, 2023.

**HOUSING - RENT STABILIZATION  
DIVISION SUMMARY**

POSITIONS	2021-22 ADJUSTED	2022-23 ADOPTED	2023-24 RECOM.
Total Regular	0	0	6.90
<b>TOTAL POSITIONS</b>	<b>0</b>	<b>0</b>	<b>6.90</b>
EXPENDITURES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries	\$ 0	0	840,862
Wages	0	0	5,000
Benefits	0	0	460,545
TOTAL PERSONNEL	0	0	1,306,407
Materials and Supplies	0	0	186,000
Maintenance and Operations	0	0	44,000
Professional/Technical Services	0	0	499,500
Other Expenses	0	0	8,000
TOTAL SUPPLIES AND SERVICES	0	0	738,500
Capital Outlay	0	0	72,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 0</b>	<b>0</b>	<b>2,116,907</b>
REVENUES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
General Service Charges	\$ 0	0	1,940,040
<b>TOTAL REVENUES</b>	<b>\$ 0</b>	<b>0</b>	<b>1,940,040</b>

# HUMAN RESOURCES DEPARTMENT



FISCAL YEAR 2023-24 POSITION TOTALS: 11.0 Full-Time  
2.0 Limited-Period

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## HUMAN RESOURCES DEPARTMENT SUMMARY

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### DEPARTMENT MANAGER—HUMAN RESOURCES DIRECTOR

#### DEPARTMENT MISSION STATEMENT

To attract, retain, and develop highly qualified employees who exemplify the City's values and provide exceptional service to the community and work in alignment with the City's priorities.

#### DEPARTMENT OVERVIEW

The Human Resources Department strives to create an engaging and high-performing workplace culture and provide strategic assistance and support to City departments, employees, and prospective employees.

#### DEPARTMENT FUNCTIONS

- Manage the Human Resources Department, including day-to-day functions and organization-wide initiatives, to promote engagement and a workplace culture grounded in the organization's workplace ideals: Empower People, Foster Collaboration, Support Continuous Learning, Enhance Our Community, Champion Wellness, Lead with Empathy, and Embrace Change and Innovation.
- Orient all new employees to the City and conduct interviews with all employees who separate from City service. (M 3, 4)
- Manage and maintain positive employee/labor relations with unrepresented and represented employee groups through negotiations and administration of Memorandums of Understanding and resolutions governing unrepresented compensation and collaborative problem-solving on matters of mutual interest. (M 1, 2)
- Develop and maintain infrastructure for administering effective personnel/employee relations functions. (M 1)
- Plan, coordinate, and offer a selection of comprehensive training and development opportunities that support employee professional growth and succession planning efforts, including internal and external certificate programs and academies, in-house trainings for all staff, and legally mandated trainings.
- Continue employee engagement efforts, including coordinating employee events and supporting recognition programs.
- Fill vacant positions as quickly and cost-effectively as possible while adhering to equal employment principles. Create strategic recruitment and selection plans for each vacancy to meet the needs of departments and employ qualified and engaged staff. (M 2)
- Evaluate, update, and maintain the City's classification plan through periodic salary surveys and classification/reclassification studies, and implement changes to the City's compensation plan as needed.
- Manage and administer the City's comprehensive benefits program for employees and retirees, including the wellness program. (M 5)

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## HUMAN RESOURCES DEPARTMENT SUMMARY

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- Oversee the City's leave and performance management programs.
- Lead workplace wellness by offering a variety of programs, activities, and incentive opportunities that allow for a personalized and unique approach to individual physical and mental health, while simultaneously fostering community support, engagement, and achievements.
- Manage and coordinate the City's grievance and appeals process and assist departments with all disciplinary actions.
- Coordinate with the Finance and Administrative Services Department to process accurate personnel information for payroll, budgeting, and reporting purposes.
- Partner with department leaders for strategic workforce planning, including: recruitment activities to attract and retain a highly engaged workforce; training and executive coaching to support employee development and address skill gaps; reorganization, including classification and compensation review; and analysis of turnover, including retirement projections.
- Continue to inform and engage City staff in collaboration with the Communications Division, including staff briefs, CityNet, Virtual Employee Town Hall, and other forms of communication.

### FISCAL YEAR 2022-23 ACCOMPLISHMENTS

*(Items in **bold** are tied to Fiscal Years 2021-22 and 2022-23 Strategic Roadmap Action Plan Projects)*

- **Planned, coordinated and oversaw COVID-19 recovery efforts for the City workforce and facilities in conjunction with the City Manager's Office and Public Works Department.**
- Implemented 2022 labor contract negotiation terms, including processing compensation changes, finalizing contract language and executing final agreements.
- Developed a paid parental leave program for employees to launch in FY 23-24.
- Enhanced the City's coaching program to support employee development for current and future leadership roles in the organization.
- Expanded the City's training program, including delivery of a Leadership Development Program to a new cohort, updating the policy for employees participating in Leadership Mountain View, and partnering with the Police and Fire Departments to develop and deliver new safety training to employees.
- Conducted the biannual employee engagement survey. Based on employee feedback, developed and implemented programs and plans to maximize employee engagement and renew workplace culture in recovery from pandemic operational impacts, in conjunction with the City Manager's Office.
- Identified and implemented organizational improvements to support succession planning goals, including professional development and career paths, within the Fire and Environmental Protection Division, in conjunction with the Fire Department.

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## HUMAN RESOURCES DEPARTMENT SUMMARY

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- Continued several initiatives of the City's Succession Plan, including providing executive coaching, updating workforce retirement projections, utilizing overhires for knowledge transfer, and conducting 20 budget request studies to support department operational needs and succession planning efforts.
- Conducted executive searches to appoint new Assistant City Manager, Assistant Community Development Director, Finance and Administrative Services Director and Police Chief.
- Implemented enhanced employee assistance program resources to support the well-being of employees and their families.
- Completed a CalPERS contract amendment to update employee cost-share contributions for represented sworn PEPRA members, including execution of sideletters with labor groups.
- Updated City policies, to include polices for City's COVID-19 Workplace Prevention and Safety, Catastrophic Leave, Telecommuting, Bereavement Leave and Employee Homebuyer Program.
- Ensured compliance with ongoing updates to County and State regulations related to COVID-19 and engaged with labor groups on working condition impacts.
- Planned, organized and implemented the first Career Exploration Day for local high school students to introduce employment paths in local government.
- Worked collaboratively with departments, including Public Works, to improve facilities for employees, such as the Police Sleeping Quarters and City Hall lactation room.

### MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR FISCAL YEARS 2023-24 AND 2024-25

*(Items in **bold** are tied to potential Fiscal Years 2023-24 and 2024-25 Strategic Roadmap Action Plan Projects)*

- **Support the preparation of a Citywide update to the Cost Allocation Plan and Master Fee Schedule in conjunction with the Finance and Administrative Services Department.**
- Engage in contract negotiations and adopt successor agreements with all bargaining groups and unrepresented employees and bring forward finalized agreements to City Council for adoption before current contracts expire.
- Develop, implement and support a workplan in response to employee feedback and in commitment to maximizing employee engagement and renewing workplace culture.
- Engage employees to develop awareness, skills, policies, and procedures that promote diversity, equity, and inclusion and ensure Mountain View is a workplace that values, respects, and collaborates effectively with all people.
- Adopt and implement a 457 Roth plan and 401(a) plan benefit providing employees with additional options to reach their retirement and financial wellness goals.
- Implement and administer a new paid parental leave policy, in collaboration with the Finance and Administrative Services Department.

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## HUMAN RESOURCES DEPARTMENT SUMMARY

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- Explore recruitment best practices and implement robust onboarding practices to improve the candidate and new employee experience.
- Support department leaders in building resilient, effective, and healthy teams with focused support and strength assessments.
- Identify and implement recruitment and succession planning initiatives in conjunction with the Police Department.
- Establish resources to launch and support the Employee Homebuyer Program and explore additional affordable housing options for employees in coordination with the Housing Department.

### MAJOR DEPARTMENT CHANGES

- General Operating Fund:
  - Human Resources Analyst I/II Position (1.0 FTE): \$216,300  
Provides funding to convert one limited-period Human Resources Analyst I/II position to ongoing. The position is needed to assist with increased workload and recruiting backlog in the Human Resources department.
  - Employee Relations Legal Counsel: \$65,000  
Provides new funding for legal counsel for unanticipated regulatory requirements, complex personnel matters, and other unforeseen matters that require special expertise.
  - Facilitator for Council Appointees: \$40,000  
Provides new funding for consultant assistance for council appointees' annual evaluations.
  - Recruitment Advertising and Marketing: \$36,500  
Provides new funding for continued engagement and advertising on the LinkedIn and Government Jobs platforms.
  - Employee Homebuyer Program Administration: \$25,000  
Provides increased funding for external resources to administer and support the Employee Homebuyer Program.
  - Management Forum: \$25,000  
Provides new funding for periodic team building and training activities for City management staff.
  - Applicant Tracking System: \$20,000

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**HUMAN RESOURCES  
DEPARTMENT SUMMARY**

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Provides increased funding for a new vendor for the applicant tracking system and recruitment record keeping.

Employee Appreciation and Holiday Lunch Events: \$10,800

Provides increased funding in anticipation of higher headcount and increased vendor costs for employee appreciation and holiday lunch events.

Employee Wellness and Team Building: \$2,500

Provides new funding for employee wellness and team building events.

- General Non-Operating Fund:

Human Resources Technician Position (1.0 FTE) (limited-period): \$188,600

Provides funding for a Human Resources Technician position. This position will perform varied paraprofessional and technical duties related to recruitment, position classification and compensation, benefit administration, and other program areas.

Administrative Assistant Position (1.0 FTE) (limited-period): \$159,400

Provides funding for an Administrative Assistant position. This position will provide office administrative and clerical support.

Employee Relations/Labor Negotiations Attorney Services (limited-period): \$150,000

Provides funding for labor negotiation services and support implementation of any new agreement terms that require legal advice. Also, provides funding for legal advice on general employee relation matters.

Citywide Succession Planning (limited-period): \$145,000

Provides funding for Citywide Succession Planning efforts. The funds will be used for recruitment resources, coaching, and development to prepare the organization for upcoming retirements and transitions in essential leadership positions.

Employee Relations Consultants (limited-period): \$140,000

Provides funding for outside consultants to support investigations and class/compensation surveys.

Intern Wages (limited-period): \$35,000

Provides funding for hourly wages for interns. Interns bring valuable contributions to the City and generate passion for public service by exposing students and recent graduates to the public sector.

Employee Homebuyer Program Implementation (limited-period): \$30,000

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**HUMAN RESOURCES  
DEPARTMENT SUMMARY**

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Provides funding for consultant services for loan underwriting and legal review relating to the Employee Homebuyer Program.

Recruitment Outreach Platform (limited-period): \$15,000

Provides funding for a pilot program to use LinkedIn to serve as a platform for job postings and recruitment outreach.

Employee Engagement Events (limited-period): \$5,000

Provides funding for employee appreciation and recognition events.

**PERFORMANCE/WORKLOAD MEASURES**

	<b>2020-21 Actual</b>	<b>2021-22 Actual</b>	<b>2022-23 Target</b>	<b>2022-23 6 Months</b>	<b>2023-24 Target</b>
1. Citywide employee turnover rate. <sup>(A)</sup>	8%	9.5%	<10%	5.5%	<10%
2. Percentage of recruitments/vacant positions filled by existing personnel (excludes promoting within positions classified as I/II).	38%	40%	>30%	39%	>30%
3. Percentage of new employee orientations conducted within seven days of hire.	100%	100%	>98%	100%	>98%
4. Percentage of retirement planning informational meetings conducted with retiring employees.	95%	97%	>90%	94%	>90%
5. Percentage of employee benefit inquiries responded to within two working days.	97%	90%	>90%	97%	>90%

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<sup>(A)</sup> Includes voluntary separations for regular positions only.

**HUMAN RESOURCES  
DEPARTMENT SUMMARY**

POSITIONS	2021-22 ADJUSTED	2022-23 ADOPTED	2023-24 RECOM.
Human Resources Director	1	1	1
Human Resources Manager	0	1 *2	1
Senior Human Resources Analyst	3	2 *2	2
Human Resources Analyst I/II	2	4 *3	5 *6
Human Resources Technician	2	2	2
Administrative Assistant	0.25	0 *4	0
<b>TOTAL REGULAR</b>	<b>8.25</b>	<b>10</b>	<b>11</b>
<b>TOTAL POSITIONS</b>	<b>8.25 *1</b>	<b>10 *5</b>	<b>11 *7</b>

\*1 In addition there is a limited-period Human Resources Analyst I/II position.

\*2 Reclassification of a Senior Human Resources Analyst position to Human Resources Manager.

\*3 Addition of two Human Resources Analyst I/II positions.

\*4 Moved 0.25 Administrative Assistant position to the City Manager's Office.

\*5 In addition there are the following limited-period positions: Human Resources Analyst I/II and Administrative Assistant.

\*6 Addition of one Human Resources Analyst I/II position.

\*7 In addition there are the following limited-period positions: Human Resources Technician and Administrative Assistant.

EXPENDITURE SUMMARY	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries Wages and Benefits	\$ 1,996,773	2,799,905	3,094,897
Supplies and Other Services	1,175,159	1,161,502	1,431,327
<b>TOTAL EXPENDITURES</b>	<b>\$ 3,171,932</b>	<b>3,961,407</b>	<b>4,526,224</b>

FUNDING SOURCES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
General Operating	\$ 2,552,211	3,087,207	3,644,224
General Non-Operating	616,510	860,200	868,000
Employee Benefits	3,211	14,000	14,000
<b>TOTAL FUNDING</b>	<b>\$ 3,171,932</b>	<b>3,961,407</b>	<b>4,526,224</b>

REVENUE SUMMARY	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Miscellaneous Revenue	\$ 813	0	0
<b>TOTAL REVENUES</b>	<b>\$ 813</b>	<b>0</b>	<b>0</b>

**HUMAN RESOURCES  
DEPARTMENT SUMMARY**

EXPENDITURES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries	\$ 1,325,938	1,926,788	2,120,289
Wages	38,416	68,840	38,840
Benefits	632,420	804,277	935,768
TOTAL PERSONNEL	<u>1,996,773</u>	<u>2,799,905</u>	<u>3,094,897</u>
Materials and Supplies	57,734	51,760	54,260
Maintenance and Operations	0	122	20,122
Utilities	239	0	0
Professional/Technical Services	479,129	519,500	901,000
Other Expenses	638,057	590,120	455,945
TOTAL SUPPLIES AND SERVICES	<u>1,175,159</u>	<u>1,161,502</u>	<u>1,431,327</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 3,171,932</u></b>	<b><u>3,961,407</u></b>	<b><u>4,526,224</u></b>

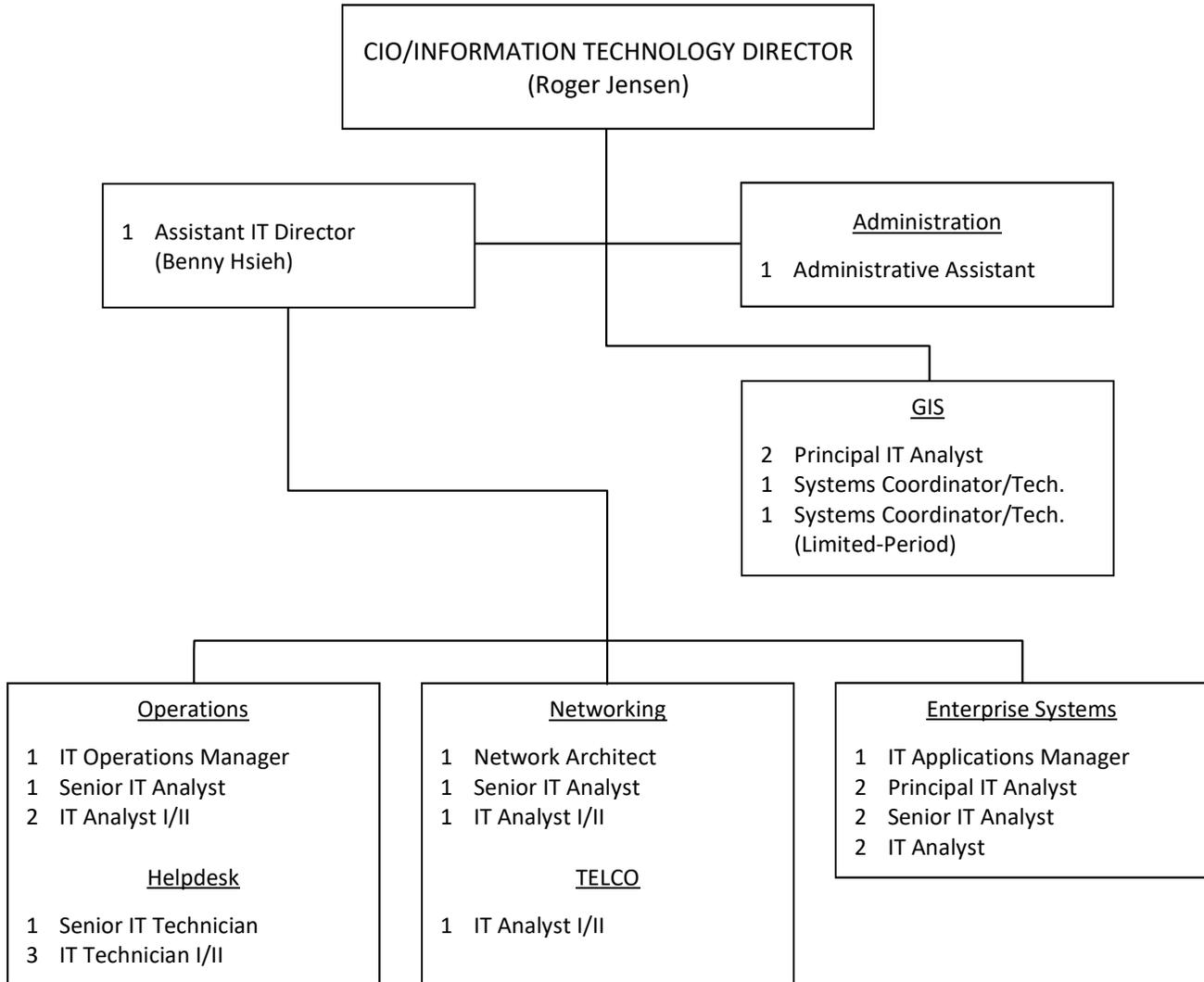
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**NOTES**

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# INFORMATION TECHNOLOGY DEPARTMENT



FISCAL YEAR 2023-24 POSITION TOTALS: 25.0 Full-Time  
1.0 Limited-Period

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## INFORMATION TECHNOLOGY DEPARTMENT SUMMARY

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### DEPARTMENT MANAGER—CIO/INFORMATION TECHNOLOGY DIRECTOR

#### DEPARTMENT MISSION STATEMENT

To support and implement the use of technology to enhance customer service, efficiency, and advance the mission of the organization.

#### DEPARTMENT OVERVIEW

The Information Technology Department plans, maintains, and manages the City's computerized information systems, communication networks, and telecommunications system. Services include systems analysis and design, project management, computer operations, computer equipment maintenance, software selection, vendor management, and website development and support.

#### DEPARTMENT FUNCTIONS

- Manage and support the planning, implementation, operation, and maintenance of information technology, providing a reliable Citywide network, electronic mail, public access, public WiFi, City internet and intranet websites, and technical support of computer applications in City departments. (M 1, 2, 3)
- Coordinate cost-effective telephone services, including long-distance, voice mail applications, and cellular phone services.
- Manage the Geographic Information System (GIS) team to support departments by providing accurate, consistent, and comprehensive GIS data, GIS infrastructure, and GIS services.

#### FISCAL YEAR 2022-23 ACCOMPLISHMENTS

*(Items in **bold** are tied to potential Fiscal Years 2023-24 and 2024-25 Strategic Roadmap Action Plan Projects)*

- Supported a redesign of the City's public website in conjunction with the City Manager's Office.
- Upgraded Council Chambers to support In-person/Remote hybrid meetings.
- Added Zoom Room functionality to the Atrium and Plaza Conference Rooms to enable hybrid meetings for Council subcommittees and City advisory bodies
- Updated staff conference rooms with new audio-visual systems and Zoom Room capabilities to enable hybrid staff meetings.
- Implemented a second network circuit for redundant internet connectivity.
- Replaced audio-visual equipment at the Adobe Building to provide an enhanced viewing and listening experience with improved ease of use.
- Implemented a cybersecurity monitoring system, including new hardware and software.

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## INFORMATION TECHNOLOGY DEPARTMENT SUMMARY

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- Completed implementation of new closed-circuit TV system for the Police/Fire Administration Building and the Library in conjunction with the Police, Fire, and Library Services Departments.
- Completed migration of City employee computer users from desktop PCs and virtual desktop infrastructure (VDI) systems to laptop computers.

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### MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR FISCAL YEARS 2023-24 AND 2024-25

*(Items in **bold** are tied to potential Fiscal Years 2023-24 and 2024-25 Strategic Roadmap Action Plan Projects)*

- **Expand access to broadband across communities in conjunction with the City Manager's Office and Public Works Department.**
- **Support the implementation of a paperless permitting system in conjunction with the Community Development and Public Works Departments.**
- **Support the preparation of a Citywide update to the Cost Allocation Plan and Master Fee Schedule in conjunction with the Finance and Administrative Services Department.**
- Support upgrades to the Computer-Automated Dispatch (CAD) system in conjunction with the Fire Department and Police Department.
- Support the acquisition and implementation of a citywide land management software system in conjunction with the Public Works Department.
- Continue to upgrade public meeting rooms and conference rooms citywide to enable "hybrid" (in-person and remote) meetings.
- Continue supporting the implementation of the recommendations from the Matrix Consulting Group study on enhancements to the development review process, including streamlining process improvements and implementation of technology, in conjunction with the Public Works, Fire, Community Development, Finance and Administrative Services, and Community Services Departments and City Attorney's Office.
- Implement standardized procedures for hybrid public meetings and remote public participation for Council Advisory Bodies and Council Subcommittees in conjunction with the City Attorney's Office, City Manager's Office, and Information Technology.
- Develop and implement an integrated data management system to fulfill Fire and Environmental Protection Division data management and reporting needs across multiple regulatory program disciplines in conjunction with the Fire Department.
- Support research of feasibility of replacing utility billing and business license systems.
- Complete migration of all Staff to Multi Factor Authentication (MFA).
- Complete Information Technology Five Year Strategic Plan.

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## INFORMATION TECHNOLOGY DEPARTMENT SUMMARY

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### MAJOR DEPARTMENT CHANGES

- General Operating Fund:
  - Information Technology Services, Licenses, and Software Renewals: \$386,200  
Provides new and increased funding for the annual services, licenses and software renewals for Microsoft Office, DocuSign, Adobe Acrobat Pro, and various other software licenses.
  - Senior Information Technology Analyst Position (1.0 FTE): \$255,100  
Provides funding for one Senior Information Technology Analyst position. The position will support critical networking projects and cyber-security.
  - Reclassification of Information Technology Analyst I/II to Principal Information Technology Analyst: \$30,700  
Provides funding to reclassify one Information Technology Analyst I/II position to Principal Information Technology Analyst in the Geographic Information System (GIS) section to assist with organizing the section for succession planning.
  - Employee Wellness and Team Building: \$4,800  
Provides new funding for employee wellness and team building events.
- General Non-Operating Fund:
  - Systems Coordinator Position (limited-period): \$183,600  
Provides funding for a Systems Coordinator position to support Geographic Information System (GIS) related projects.
  - Laserfiche Upgrade (limited-period): \$65,200  
Provides funding to upgrade the electronic document scanning and content management platform used by the City (Laserfiche).
  - Envisio Software (limited-period): \$15,000  
Provides continued funding for a software system to better track City Council goals and other projects.
  - Events Management System Replacement (limited-period): \$10,500  
Provides funding to replace the current events management and scheduling software utilized by The Center for Performing Arts (Artifax).

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**INFORMATION TECHNOLOGY  
DEPARTMENT SUMMARY**

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PERFORMANCE/WORKLOAD MEASURES

	<b>2020-21 Actual</b>	<b>2021-22 Actual</b>	<b>2022-23 Target</b>	<b>2022-23 6 Months</b>	<b>2023-24 Target</b>
<b>Information Technology:</b>					
1. Cost of Information Technology as a percentage of total City department expenditures.	2.7%	2.9%	<3%	2.7%	<3%
2. Percentage of time the City’s website is up.	99%	98%	>98%	98%	>98%
3. Percentage of IT Helpdesk tickets responded to within SLA targets. <sup>(A)</sup>	96%	96%	>90%	96%	>93%

<sup>(A)</sup> IT Service Level Agreement (SLA) targets:

- Critical Priority within 30 business minutes (system down or work stopped for multiple business units).
- Medium Priority within one business hour (system degraded or performance affected for multiple users).
- Low Priority within eight business hours (system degraded or performance affected for single user).

**INFORMATION TECHNOLOGY  
DEPARTMENT SUMMARY**

POSITIONS	2021-22 ADJUSTED	2022-23 ADOPTED	2023-24 RECOM.	
CIO/Information Technology Director	1	1	1	
Assistant Information Technology Director	0	1	1	*2
Information Technology Manager	1	0	0	*2
Information Technology Operations Manager	1	1	1	
Information Technology Applications Manager	1	1	1	
Network Architect	0	1	1	*3
Principal Information Technology Analyst	2	3	4	*4 *6
Senior Information Technology Analyst	3	3	4	*3/4 *7
Information Technology Analyst I/II	6	7	6	*5 *6
Senior Information Technology Technician	1	1	1	
System Coordinator /Technician	2	1	1	*5
Information Technology Technician I/II	3	3	3	
Administrative Assistant	1	1	1	
<b>TOTAL REGULAR</b>	<b>22</b>	<b>24</b>	<b>25</b>	
<b>TOTAL POSITIONS</b>	<b>22</b> *1	<b>24</b> *1	<b>25</b> *1	

\*1 In addition there is a limited-period Systems Coordinator/Technician position.

\*2 Midyear reclassification of the Information Technology Manager position to Assistant Information Technology Director.

\*3 Addition of a Network Architect and a Senior Information Technology Analyst.

\*4 Reclassification of a Senior Information Technology Analyst position to Principal Information Technology Analyst.

\*5 Reclassification of a System Coordinator/Technician position to Information Technology Analyst I/II.

\*6 Reclassification of a Information Technology Analyst I/II position to Principal Information Technology Analyst.

\*7 Addition of a Senior Information Technology Analyst.

EXPENDITURE SUMMARY	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries Wages and Benefits	\$ 4,373,623	5,949,474	6,525,417
Supplies and Other Services	2,093,388	2,411,460	2,636,160
<b>TOTAL EXPENDITURES</b>	<b>\$ 6,467,011</b>	<b>8,360,934</b>	<b>9,161,577</b>

FUNDING SOURCES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
General Operating	\$ 5,527,287	7,421,144	8,399,123
General Non-Operating	391,625	257,000	274,300
Water	548,100	682,790	488,154
<b>TOTAL FUNDING</b>	<b>\$ 6,467,011</b>	<b>8,360,934</b>	<b>9,161,577</b>

**INFORMATION TECHNOLOGY  
DEPARTMENT SUMMARY**

EXPENDITURES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries	\$ 2,825,482	3,858,269	4,287,812
Wages	0	6,000	6,000
Benefits	1,548,141	2,085,205	2,231,605
TOTAL PERSONNEL	<u>4,373,623</u>	<u>5,949,474</u>	<u>6,525,417</u>
Materials and Supplies	77,749	72,250	77,050
Maintenance and Operations	1,333,627	1,553,740	1,957,640
Utilities	103,932	197,500	197,500
Professional/Technical Services	557,182	547,470	363,470
Other Expenses	20,898	40,500	40,500
TOTAL SUPPLIES AND SERVICES	<u>2,093,388</u>	<u>2,411,460</u>	<u>2,636,160</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 6,467,011</u></b>	<b><u>8,360,934</u></b>	<b><u>9,161,577</u></b>

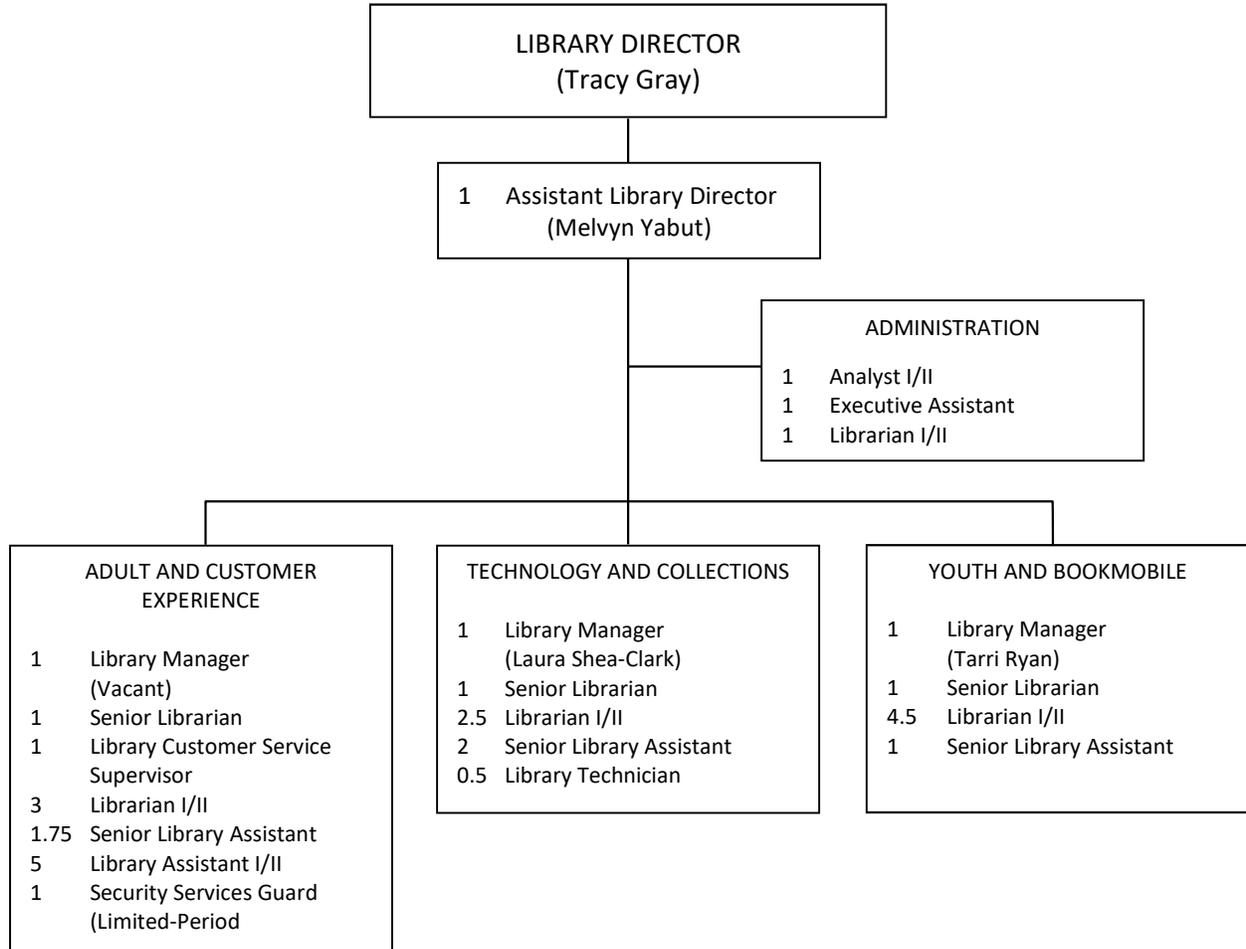
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# LIBRARY DEPARTMENT



FISCAL YEAR 2023-24 POSITION TOTALS: 30.0 Full-Time  
 2.25 Regular Part-Time  
 1.0 Limited-Period

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## LIBRARY DEPARTMENT SUMMARY

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### DEPARTMENT MANAGER—LIBRARY DIRECTOR

### DEPARTMENT MISSION STATEMENT

Our Library is for everyone. We are a free resource helping our community connect, create, and learn.

### DEPARTMENT OVERVIEW

The Library offers free materials, services, programs and use of the facility for the community to connect, create and learn. The Library provides reference and readers' advisory services, and technology assistance in person, online and via phone. Library resources are available in a variety of formats, including print, media and digital, and are regularly assessed to meet the changing needs of the community. Convenient access to physical materials from other libraries is made possible through the Library's participation in a regional resource-sharing cooperative. Digital resources are available 24/7 in the form of eBooks, audiobooks, databases, streaming media, and access to sites that promote information literacy, digital literacy, financial literacy, and workforce development, among others. The Library provides programs for all ages which aim to entertain, educate and celebrate the diversity of the community. The Library provides a welcoming, well-maintained and safe facility for customers to enjoy with comfortable seating, study tables, internet computers, Wi-Fi and study rooms. A dedicated Children's Room and a space reserved for teen use are available to provide services specific to those groups. The facility also features the History Center, which houses a collection that is historically significant to Mountain View and Santa Clara County. Library materials and services are offered outside the facility through outreach to homebound customers and a bookmobile that makes stops at schools, corporate locations, senior facilities and other community locations.

### DEPARTMENT FUNCTIONS

- Provide a quality and organized collection of popular and enduring materials in a variety of formats for customers to use and borrow for free with a library card. (M 1, 2, 3, 4, 8, 9)
- Provide diverse and special collections, such as world languages, language learning, parenting and citizenship materials. (M 1, 2, 4, 8,9)
- Provide 24/7 access to digital resources, such as eBooks, audiobooks, digital magazines, streaming media, and databases and resources that support skill-building, financial literacy, language learning and more. (M 1, 2, 3)
- Provide access to materials in other libraries through a regional resource-sharing cooperative to enhance and expand access to materials. (M 2, 4, 8, 9)
- Provide a welcoming, comfortable, well-maintained and safe facility and environment for all customers to use and enjoy. Post information on policies and processes that govern conduct while in the facility and when using library services. (M 1)
- Provide and maintain services in the facility, such as comfortable seating and study tables, study rooms, internet computers and free Wi-Fi. (M1, 10)
- Provide information for borrowing library materials and using all of the library's services and programs. (M 1, 2, 3, 4)

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## LIBRARY DEPARTMENT SUMMARY

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- Provide appropriate informational, reference, readers advisory and technology assistance in person, online and via phone. (M 1, 5, 10)
- Maintain a History Center that collects, preserves and displays materials and artifacts pertaining to Mountain View's history. Provide educational programs, assist in local history research and demonstrate how to use physical and digitized local history materials. (M 1, 2, 3, 4, 5, 6)
- Provide additional access to library services through homebound and bookmobile services. (M 2,3, 4, 5, 9)
- Build partnerships with local schools to provide library tours, school visits and student digital library cards for K-12 students with the goal of expanding students' access to public libraries' digital and physical collections. (M 1, 2, 3, 4, 5, 6)
- Provide current, relevant, innovative and free library programs and events for all ages to meet community needs and interests in areas such as education, literacy, technology, culture, diversity and entertainment to support lifelong learning. (M, 6, 7)
- Promote library services through various marketing efforts and outreach events to ensure that residents are aware of the breadth of library services and use of those services.
- Participate in regional library consortiums which analyze and determine funds for planning, coordination and evaluation of statewide and regional services, programs, resource-sharing and staff development.
- Provide staff support to the Board of Library Trustees.
- Review, research, and update library technology systems and applications to improve usability and access to resources and services.
- Review and revise library policies when applicable.
- Represent the City at community events and functions.

### FISCAL YEAR 2022-23 ACCOMPLISHMENTS

*(Items in **bold** are tied to Fiscal Years 2021-22 and 2022-23 Strategic Roadmap Action Plan Projects)*

- Relunched the Bookmobile in October 2022 to bring Library services to schools and other areas of the community that may have barriers to accessing the Main Library.
- Established the Adult Learners Program to provide adult literacy assistance to help community members achieve life goals through reading.
- Celebrated the graduation of two more students from the Library's Career Online High School program.
- Implemented a new and updated catalog system for improved user-friendly features designed to make it easier than ever to find and borrow materials from the Library.

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## LIBRARY DEPARTMENT SUMMARY

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- Collaborated with the worldwide The Human Library®, which created a safe space for dialogue where topics are discussed openly between human books and their readers. Implemented a local program of human books to represent groups in our society that are often subjected to prejudice, stigmatization or discrimination because of their lifestyle, diagnosis, belief, disability, social status, or ethnic origin.
- Launched the Online Author Series bringing talks with best-selling authors and renowned thought leaders covering a wide range of topics to the Library through a virtual platform.
- Expanded library card registration to the second-floor information desk to make it easier for the public to access collections and services.
- Expanded the Student Connect Card program by issuing digital cards to students at Saint Francis High School.
- Acted as an application hub support center for the launch of the City's Elevate MV pilot program. Provided space and technology for staff from the City Manager's Office to aid with the program application process.
- Provided access to free 24/7 online tutoring through a pilot program led by the California State Library. The program was announced by Governor Gavin Newsome and will provide K-12 homework help and adult skill-building resources for every Californian.
- Received grant funding from the California State Library to provide free books and other materials in support of the Library and summer reading at free lunch locations around the City.
- Hosted students from local schools for Library class visits to learn about library services and promote a love of reading in the community. Streamlined the process for requesting a school visit by adding a tour request form for youth on the Library's website.
- Launched New York Times Cooking and New York Times Games as new digital resources with support from the Friends of the Mountain View Library.
- Introduced a Lucky Day collection on the Library's Libby eBook platform to reduce wait times and allow quicker access to hot titles as eBooks or eAudiobooks.
- Redesigned the Mountain View Public Library cards to align with the City's new brand identity.
- Implemented a new closed-circuit TV system, in collaboration with the Information Technology Department and Mountain View Police Department.
- Worked with Information Technology Department to streamline the process of printing for the public.
- Added additional professional development resources in partnership with the California State Library to provide support for job searching and career readiness.
- Received Staff Development funds from the Pacific Library Partnership to host a virtual workshop on Discovering Hidden Stories in Data for Library staff from around the Bay Area.
- Introduced Sensory Storytimes to support children with sensory processing and/or autism.

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**LIBRARY  
DEPARTMENT SUMMARY**

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MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR  
FISCAL YEARS 2023-24 AND 2024-25

*(Items in **bold** are tied to potential Fiscal Years 2023-24 and 2024-25 Council Work Plan Projects)*

- **Support the preparation of a Citywide update to the Cost Allocation Plan and Master Fee Schedule in conjunction with the Finance and Administrative Services Department.**
- Implement the new all-electric bookmobile vehicle into service and adjust bookmobile operations to fit with new vehicle service model.
- Conduct an inventory and assessment of History Center collection and services.
- Reconfigure second floor spaces to provide more tables and seating for the public.
- Continue to maintain and develop processes to ensure services, programs, and collections promote diversity, equity, and inclusion within the community.
- Complete replacement of Library self-checkout stations and automated materials sorting system.
- Continue building partnerships with local schools to provide student connect cards for K-12 students, improve students' access to public libraries' digital and physical collections, and strengthen student learning opportunities.

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**LIBRARY  
DEPARTMENT SUMMARY**

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PERFORMANCE/WORKLOAD MEASURES

	<b>2020-21 Actual</b>	<b>2021-22 Actual</b>	<b>2022-23 Target</b>	<b>2022-23 6 Months</b>	<b>2023-24 Target</b>
1. Number of visits to the Library.	74,328 <sup>(A)</sup>	261,763	>250,000	175,379	>350,000
2. Total circulation.	741,871 <sup>(A)</sup>	1,231,536	>1,200,000	643,427	>1,200,000
3. Total electronic items circulated.	New for FY21-22	236,584	>230,000	132,187	>260,000
4. Total physical items circulated.	New for FY21-22	994,952	>980,000	511,240	>1,000,000
5. Total questions answered.	New for FY21-22	15,521	>15,000	7,194	>15,000
6. Total attendees at Library programs.	16,207 <sup>(A)</sup>	10,876 <sup>(A)</sup>	>15,000	19,920 <sup>(B)</sup>	>25,000
7. Satisfaction rate for Library programs.	97%	97%	>90%	97%	>90%
8. Average number of calendar days between receipt of new item and availability to check out.	7	8.4	<10	6.5	<10
9. New book and media items processed.	19,333 <sup>(A)</sup>	20,281	>22,000	8,673	>22,000
10. Number of public computer sessions in the Library.	924 <sup>(A)</sup>	17,829	>16,000	12,432	>24,000

<sup>(A)</sup> The measures were affected by the Library closure due to the COVID-19 global pandemic starting in March 2020.

<sup>(B)</sup> Include attendance for live in-person, live virtual, and view of recorded programs. The Library launched a new Online Author Series of program with regular recorded programs now being made available for the community to attend on their own schedule.

**LIBRARY  
DEPARTMENT SUMMARY**

POSITIONS	2021-22 ADJUSTED	2022-23 ADOPTED	2023-24 RECOM.
Library Director	1	1 *1	1
Assistant Library Director	0	1 *2	1
Library Manager	3	3 *3	3
Library Customer Service Supervisor	1	1	1
Senior Librarian	3	3	3
Librarian I/II	10.75	10.75	11 *4
Analyst I/II	1	1	1
Executive Assistant	1	1	1
Senior Library Assistant	4.75	4.75	4.75 *5
Library Assistant I/II	4.75	4.75	5 *4
Library Technician	0.50	0.50	0.50
<b>TOTAL REGULAR</b>	<b>30.75</b>	<b>31.75</b>	<b>32.25</b>
<b>TOTAL PART-TIME HOURLY</b>	<b>12.78</b>	<b>12.78</b>	<b>12.78</b>
<b>TOTAL POSITIONS</b>	<b>43.53</b>	<b>44.53</b>	<b>45.03</b> *6

- \*1 Title change from Library Services Director to Library Director.
- \*2 Addition of Assistant Library Director.
- \*3 Title change from Library Services Manager to Library Manager.
- \*4 Addition of 0.25 FTE Librarian I/II and 0.25 FTE Library Assistant I/II.
- \*5 Title change from Library Assistant III to Senior Library Assistant.
- \*6 In addition there is a limited-period Security Guard position.

DEPARTMENT DIVISIONS	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Library Administration	\$ 796,107	1,285,463	1,450,279
Adult and Customer Experience	1,712,798	2,144,025	2,426,680
Technology and Collections	2,313,208	2,596,389	2,825,561
Youth and Bookmobile	1,024,940	1,586,917	1,441,930
<b>TOTAL EXPENDITURES</b>	<b>\$ 5,847,053</b>	<b>7,612,794</b>	<b>8,144,450</b>

EXPENDITURE SUMMARY	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries Wages and Benefits	\$ 4,878,056	6,521,328	6,949,284
Supplies and Other Services	956,142	1,036,466	1,170,166
Capital Outlay	635	32,000	0
Interfund Expenditures	12,220	23,000	25,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 5,847,053</b>	<b>7,612,794</b>	<b>8,144,450</b>

FUNDING SOURCES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
General Operating	\$ 5,827,053	7,496,794	7,795,350
General Non-Operating	20,000	116,000	349,100
<b>TOTAL FUNDING</b>	<b>\$ 5,847,053</b>	<b>7,612,794</b>	<b>8,144,450</b>

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**LIBRARY  
DEPARTMENT SUMMARY**

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REVENUE SUMMARY	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Fines and Forfeitures	\$ 5,489	5,000	5,000
General Service Charges	7,536	10,000	10,000
Miscellaneous Revenue	164,014	0	0
<b>TOTAL REVENUES</b>	<b>\$ 177,039</b>	<b>15,000</b>	<b>15,000</b>

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**LIBRARY—ADMINISTRATION  
DIVISION SUMMARY**

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DIVISION MANAGER—LIBRARY DIRECTOR

DIVISION OVERVIEW

Administration is responsible for the department’s organizational structure, strategic planning, goal setting and future services planning. The division is responsible for stakeholder relations and is the liaison to the Board of Library Trustees, the California State Library and regional library consortiums and committees. The division manages the department’s budget planning and analysis, grant and donation funding, contracts and Memorandums of Understanding (MOU). The division oversees department policies, department-wide projects and improvements to the facility and services. The division oversees personnel, staff training, safety and security, and emergency planning. The division oversees communications, social media, outreach and marketing and the department’s website.

MAJOR DIVISION CHANGES

- General Operating Fund:

Employee Wellness and Team Building: \$6,400

Provides new funding for employee wellness and team building events.

**LIBRARY - ADMINISTRATION  
DIVISION SUMMARY**

POSITIONS	2021-22 ADJUSTED	2022-23 ADOPTED	2023-24 RECOM.
Total Regular	3	4 *1	5 *2
<b>TOTAL POSITIONS</b>	<b>3</b>	<b>4</b>	<b>5</b>

\*1 Addition of Assistant Library Director.

\*2 Transfer of Librarian I/II from the Youth and Outreach division.

EXPENDITURES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries	\$ 391,262	655,282	802,175
Wages	7,430	0	0
Benefits	171,661	324,273	381,698
<b>TOTAL PERSONNEL</b>	<b>570,354</b>	<b>979,555</b>	<b>1,183,873</b>
Materials and Supplies	42,025	30,530	51,078
Maintenance and Operations	69,857	74,167	74,167
Utilities	3,798	7,000	7,000
Professional/Technical Services	48,400	116,000	84,050
Other Expenses	61,039	46,211	50,111
<b>TOTAL SUPPLIES AND SERVICES</b>	<b>225,119</b>	<b>273,908</b>	<b>266,406</b>
Capital Outlay	635	32,000	0
<b>TOTAL EXPENDITURES</b>	<b>\$ 796,107</b>	<b>1,285,463</b>	<b>1,450,279</b>

REVENUES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Fines and Forfeitures	\$ 790	0	0
General Service Charges	7,536	10,000	10,000
Miscellaneous Revenue	62,039	0	0
<b>TOTAL REVENUES</b>	<b>\$ 70,365</b>	<b>10,000</b>	<b>10,000</b>

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**LIBRARY— ADULT AND CUSTOMER EXPERIENCE  
DIVISION SUMMARY**

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DIVISION MANAGER—LIBRARY MANAGER

DIVISION OVERVIEW

Adult and Customer Experience oversees customer service, programs for adults and all age groups and most in-house library services. The division oversees the customer service staff responsible for assisting library customers via phone, online and in-person regarding general information and library account information. Customer Service is responsible for issuing library cards, lending and tracking library materials loaned to the public and assisting customers with using the automated check-out and check-in systems. The division oversees the staff responsible for coordinating the second-floor services, which includes public computers, printing services, a Seed Library, group study rooms, and a History Center that houses materials with historical significance to Mountain View. Staff at the information desk on the second floor provides reference assistance, readers' advisory and help with the use of resources offered by the library. Staff assists customers with the Digital Library, which gives customers 24/7 access to materials such as eBooks, audiobooks, streaming media, digital databases, and resources that support skill-building, financial literacy, language learning and more. The division hosts events and programs that promote lifelong learning and community engagement, provides outreach to homebound customers and offers an adult learners program.

MAJOR DIVISION CHANGES

- General Operating Fund:
  - Digital Library Collection: \$43,300  
Provides increased funding for expansion of eBooks and other digital resources.
  - Library Assistant I/II Position (0.25 FTE): \$39,300  
Provides funding to increase a Library Assistant I/II position from three-quarter time to full-time. The additional hours will help the Library maintain adequate staffing levels.
- General Non-Operating Fund:
  - Security Services (limited-period): \$200,000  
Provides funding for contract security services for the Library.
  - Security Guard (limited-period): \$149,100  
Provides funding for a Security Services Guard position. This position will work with Library staff, administration, contracted security guards, and customers to ensure maximum safety and security to Library customers and employees.

**LIBRARY - ADULT AND CUSTOMER EXPERIENCE  
DIVISION SUMMARY**

POSITIONS	2021-22 ADJUSTED	2022-23 ADOPTED	2023-24 RECOM.
Total Regular	7.25	7.50 *1	7.75 *2
Total Part-Time Hourly	3.13	3.13	3.13
<b>TOTAL POSITIONS</b>	<b>10.38</b>	<b>10.63</b>	<b>10.88</b>

\*1 Transfer of 0.25 Librarian I/II from the Youth and Outreach Division.

\*2 Addition of 0.25 FTE Library Assistant I/II position.

EXPENDITURES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries	\$ 639,655	813,570	898,539
Wages	92,553	203,938	212,103
Benefits	331,437	479,057	444,828
TOTAL PERSONNEL	1,063,645	1,496,565	1,555,470
Materials and Supplies	643,885	642,060	669,710
Professional/Technical Services	800	1,500	201,500
Other Expenses	4,468	3,900	0
TOTAL SUPPLIES AND SERVICES	649,153	647,460	871,210
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,712,798</b>	<b>2,144,025</b>	<b>2,426,680</b>

REVENUES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Miscellaneous Revenue	\$ 430	0	0
<b>TOTAL REVENUES</b>	<b>\$ 430</b>	<b>0</b>	<b>0</b>

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**LIBRARY—TECHNOLOGY AND COLLECTIONS  
DIVISION SUMMARY**

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DIVISION MANAGER—LIBRARY MANAGER

DIVISION OVERVIEW

Technology and Collections provides technology support and maintenance of the library's integrated library system, the library catalog, automated check-in and check-out systems, public computer maintenance, and other software and hardware maintenance and upgrades. The division manages selecting, purchasing, cataloging, physical processing and maintenance of most general collection materials. The division oversees the timely return of library materials to the shelves and maintains the orderliness of the library's materials collection. The division is responsible for the Link+ service, a consortium of regional academic and public libraries which provides access to materials not found in the library's collection.

**LIBRARY - TECHNOLOGY AND COLLECTIONS  
DIVISION SUMMARY**

POSITIONS	2021-22 ADJUSTED	2022-23 ADOPTED	2023-24 RECOM.
Total Regular	11.50 *1	12 *2	12
Total Part-Time Hourly	8.82	8.82	8.82
<b>TOTAL POSITIONS</b>	<b>20.32</b>	<b>20.82</b>	<b>20.82</b>

\*1 Transfer of 0.75 Library Assistant I/II to the Adult and Virtual Division.

\*2 Transfer of 0.5 Librarian I/II position from the Youth and Outreach Division.

EXPENDITURES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries	\$ 1,117,148	1,221,405	1,400,101
Wages	389,952	485,056	504,487
Benefits	729,805	784,230	889,973
TOTAL PERSONNEL	2,236,904	2,490,691	2,794,561
Materials and Supplies	25,068	39,648	29,000
Maintenance and Operations	122	0	0
Professional/Technical Services	49,565	64,050	0
Other Expenses	1,549	2,000	2,000
TOTAL SUPPLIES AND SERVICES	76,304	105,698	31,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,313,208</b>	<b>2,596,389</b>	<b>2,825,561</b>

REVENUES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Fines and Forfeitures	\$ 4,699	5,000	5,000
Miscellaneous Revenue	45	0	0
<b>TOTAL REVENUES</b>	<b>\$ 4,745</b>	<b>5,000</b>	<b>5,000</b>

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**LIBRARY—YOUTH AND BOOKMOBILE  
DIVISION SUMMARY**

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DIVISION MANAGER—LIBRARY MANAGER

DIVISION OVERVIEW

Youth and Bookmobile plans and maintains developmentally-appropriate library programs and spaces and oversees a collection of a wide variety of materials and resources, including multilingual collections, for ages 0 through 18, families and educators. The division provides reference and readers' advisory services, promotes, encourages, and supports literacy education, and conducts educational and mission-focused programs. The division oversees school and educational services such as library tours, classroom outreach and the student digital library card. The bookmobile provides community-based library services for customers of all ages who live, work and learn in Mountain View. The bookmobile furthers the visibility and accessibility of library services in the community and supports the diverse communities of Mountain View with relevant materials, resources and learning opportunities.

**LIBRARY - YOUTH AND BOOKMOBILE  
DIVISION SUMMARY**

POSITIONS	2021-22 ADJUSTED	2022-23 ADOPTED	2023-24 RECOM.
Total Regular	9	8.25 *1	7.50 *2
Total Part-Time Hourly	0.83	0.83	0.83
<b>TOTAL POSITIONS</b>	<b>9.83</b>	<b>9.08</b>	<b>8.33</b>

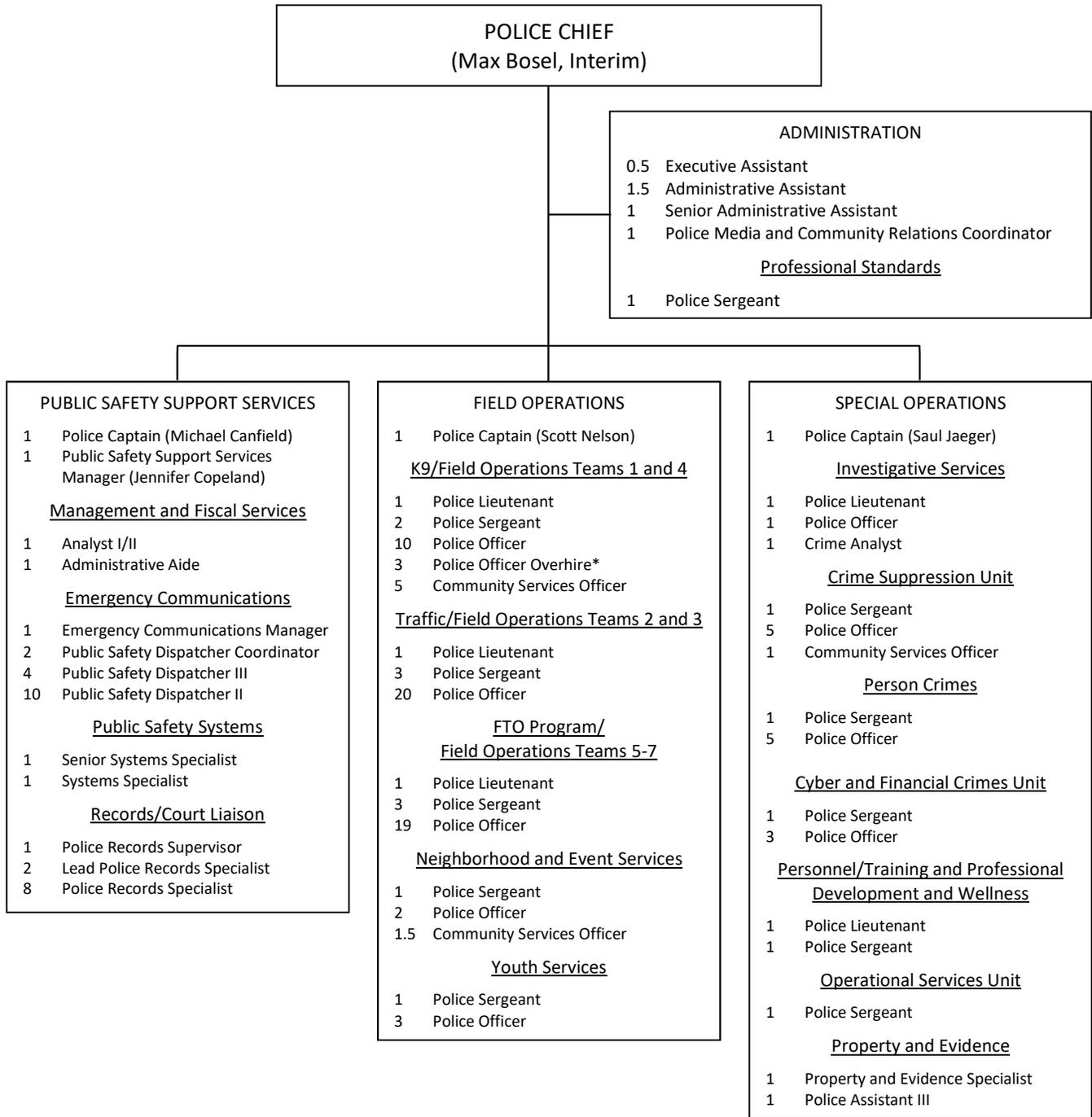
\*1 Transfer of 0.25 Librarian I/II to the Adult and Digital Division and 0.5 Librarian I/II to the Support and Customer Service Division.

\*2 Transfer of Librarian I/II position to the Administration Division and addition of 0.25 FTE Librarian I/II position.

EXPENDITURES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries	\$ 595,794	894,592	868,227
Wages	39,619	82,449	85,751
Benefits	371,742	577,476	461,402
TOTAL PERSONNEL	<u>1,007,154</u>	<u>1,554,517</u>	<u>1,415,380</u>
Materials and Supplies	3,243	9,400	1,550
Utilities	2	0	0
Other Expenses	2,321	0	0
TOTAL SUPPLIES AND SERVICES	<u>5,566</u>	<u>9,400</u>	<u>1,550</u>
Interfund Expenditures	12,220	23,000	25,000
<b>TOTAL EXPENDITURES</b>	<b>\$ <u>1,024,940</u></b>	<b><u>1,586,917</u></b>	<b><u>1,441,930</u></b>

REVENUES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Miscellaneous Revenue	\$ 101,500	0	0
<b>TOTAL REVENUES</b>	<b>\$ <u>101,500</u></b>	<b><u>0</u></b>	<b><u>0</u></b>

# POLICE DEPARTMENT



FISCAL YEAR 2023-24 POSITION TOTALS: 143.0 Full-Time  
0.5 Regular Part-Time

\* The three Police Officer overhire positions are funded at 50%.

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## **POLICE DEPARTMENT SUMMARY**

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### DEPARTMENT MANAGER—POLICE CHIEF

#### DEPARTMENT MISSION STATEMENT

The Police Department keeps Mountain View safe and tackles crime through quality policing that secures the trust and support of the people it serves and protects.

#### DEPARTMENT OVERVIEW

Through people, community collaboration, technology, and regional cooperation, the Police Department fulfills its mission through comprehensive programs that make safety a priority, focus on effectively working with people, and obtain fair and impartial results through education, prevention, intervention, suppression, and enforcement efforts. The Department provides a visible presence, effective and timely response to calls for service, innovative community engagement activities, and comprehensive services for investigations, community-focused policing initiatives, and emergency preparedness. The Department is also responsible for Police and Fire support services, emergency communications, and ensuring professional standards and accountability.

#### DEPARTMENT FUNCTIONS

- Promote a sense of safety and security in the community, keep the peace, provide public assistance, prevent and detect criminal activity, assist crime victims, apprehend offenders, and facilitate due process through the response to requests for Police service, conducting investigations, and enforcing of the spirit of the law. (M 1, 2, 3, 4, 6, 7)
- Promote safety on the roadways through comprehensive and proactive education and enforcement initiatives that prevent fatal and injury traffic collisions. (M 3)
- Continue to enhance outreach and engagement programs with neighborhoods, schools, small businesses, corporations, and other stakeholders to promote community safety, prevention of crime, and secure communitywide trust and support. (M 5)
- Continually develop staff and implement solutions that enhance workplace and community safety, the ability to work effectively with people, and deliver fair and impartial results.
- Prevent juvenile delinquency, underage and illegal substance abuse, and gang activity.
- Work collaboratively with the community, City, and other criminal justice agencies in order to protect life, safeguard property, and enhance policing legitimacy and community support for the Police Department. (M 3, 4, 6)
- Provide support services functions to fulfill responsibilities related to public safety systems, technologies, records, warrants, and property and evidence.
- Recruit, retain, develop, and empower a broad range of talents at all levels of the organization who represent the diversity of the Mountain View community.

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## POLICE DEPARTMENT SUMMARY

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- Provide communication services for Police, Fire, medical emergencies, and contract agencies. (M 7, 8)
- Prepare for, respond to, mitigate, and recover from all-hazard critical incidents and disasters.

### FISCAL YEAR 2022-23 ACCOMPLISHMENTS

*(Items in **bold** are tied to Fiscal Years 2021-22 and 2022-23 Strategic Roadmap Action Plan Projects)*

- **Supported the launch of a county pilot mobile mental health crisis response TRUST program and collaborated with North County cities to enhance the program through earmark funding, in conjunction with the City Manager's Office.**
- Participated in the National Faith and Blue Event weekend, partnering with the community and local faith congregations to receive donations, assemble, and distribute over 200 hygiene kit supplies.
- Created a Threat Assessment team to help Police Department staff evaluate and address an increasing number of threats made via social media related to local people, places, and events.
- Took new investigative steps in 5 and closed 1 unsolved and cold case homicides.
- Continued implementing collection of Racial Identity Profile Act (RIPA) data in compliance with State Assembly Bill 953 and working with the Public Safety Advisory Board on approaches to enhance public access to the data, in conjunction with the City Manager's Office.
- Developed a Memoranda of Understanding with school districts and a procedure manual related to the School Resource Officer program, in conjunction with the City Manager's Office.
- Continued partnership with a Stanford University neuroscience researcher to study the effects of critical decision-making as it relates to situational factors and physiological factors to help inform the most effective ways to train Officers for critical incidents.
- Partnered with the Community Services Department to host National Night Out on Castro Street.
- Received \$100,000 in California State Office of Traffic Safety Grant to address drunk driving and other traffic safety measures.
- Received \$25,000 grant from El Camino Hospital to help support the MVPD Dreams & Futures summer enrichment program for underserved youth.
- Received \$14,000 in from Bullet Proof Vest grant.
- Received \$9,750 from Santa Clara County Public Health Department for tobacco enforcement operations with retailers in the City of Mountain View.
- Received \$58,000 from Board of State and Community Corrections for a two-year Officer Wellness and Mental Health Program.
- Implemented the departments first Internal Sergeant Leadership Development Program to help better prepare officers for a future Sergeant position. Eight officers participated in and completed the program.

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## POLICE DEPARTMENT SUMMARY

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- Implemented a new closed-circuit TV system for the Police/Fire Administration Building, in conjunction with the Information Technology and Fire Departments.
- Worked with a UC Berkeley postdoctoral fellow to examine effective and academically sound methods to gauge community sentiment about public safety in Mountain View and the Mountain View Police Department.

### MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR FISCAL YEARS 2023-24 AND 2024-25

*(Items in **bold** are tied to potential Fiscal Years 2023-24 and 2024-25 Council Work Plan Projects)*

- **Develop an ordinance to ban vaping sales citywide in conjunction with the City Attorney's Office.**
- **Support the preparation of a Citywide update to the Cost Allocation Plan and Master Fee Schedule in conjunction with the Finance and Administrative Services Department.**
- Continue to implement programs that enhance Police Department employee safety and wellness.
- Begin design for the new Public Safety Building, in conjunction with the Public Works and Fire Departments.
- Expand engagement and outreach to Hispanic, Chinese, and faith-based organizations through multilingual outreach events and communications.
- Continue to coordinate the process for a permanent closure of the 100 to 300 blocks of Castro Street and implementation of interim improvements until a permanent Pedestrian Mall can be designed and constructed, in conjunction with the Public Works, Community Development, and Community Services Departments.
- Continue the process to upgrade the Computer Aided Dispatcher (CAD) system in conjunction with the Fire Department.
- Continue building an adaptive organizational culture focused on excellence, providing compassionate police services to the community.
- Continue the planning and design of a new Public Safety Headquarters building in conjunction with the Fire and Public Works Departments.
- Implement community-based technology and collaborate with neighborhoods and businesses to improve community safety and prevent crime.
- Examine enhancing elementary school traffic safety strategies in collaboration with the Public Works Department and the Mountain View Whisman School District.
- Identify and implement recruitment and succession planning initiatives in conjunction with the Human Resources Department.

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**POLICE  
DEPARTMENT SUMMARY**

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- Enhance access and transparency to feedback mechanisms, such as performance complaint data, use of force incidents, internal affairs investigations, officer-involved collisions, and Racial Identity Profiling Act data as informed by recommendations from the Public Safety Advisory Board.
- Continue the Ph.D. Research Fellow analysis of Stop Data and apply Racial Identity Profiling Act data set, in conjunction with the City Manager’s Office.

PERFORMANCE/WORKLOAD MEASURES

	2020-21 Actual	2021-22 Actual	2022-23 Target	2022-23 6 Months	2023-24 Target
<b>Field Operations:</b>					
1. Sustain a violent crime rate below the rate most recently reported by the California Department of Justice for Santa Clara County.	178	221	<317	131	<358
2. Sustain a property crime rate below the rate most recently reported by the California Department of Justice for Santa Clara County.	1,542	2,731 <sup>(A)</sup>	<2,258	1,334	<2,216
3. Sustain a fatal and injury traffic collision rate that is below the rate most recently reported by the California Highway Patrol for Santa Clara County.	140	171	<398	94.2	<300
4. Maintain an average response time (dispatch to on-scene) of five minutes or less to emergency (Priority 0) calls for service.	2.8	2.5	<5	4.11	<5
<b>Special Operations:</b>					
5. Continue an opt-in growth of 20% per year across digital media platforms.	9.9%	10.2%	>10%	6.4% <sup>(B)</sup>	>10%
6. Sustain a violent and property crime clearance rate above the rate most recently reported by the California Department of Justice for Santa Clara County.	18%	27% <sup>(C)</sup>	>11%	41%	>10.4%

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**POLICE  
DEPARTMENT SUMMARY**

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	<b>2020-21 Actual</b>	<b>2021-22 Actual</b>	<b>2022-23 Target</b>	<b>2022-23 6 Months</b>	<b>2023-24 Target</b>
<b>Public Safety Support Services:</b>					
7. Answer incoming calls to 9-1-1 within nine seconds.	98%	97%	>95%	98%	>95%
8. Dispatch emergency (Priority 0) and urgent (Priority 1) calls in under two minutes.	96%	94%	>95%	93%	>95%

<sup>(A)</sup> The regional trend across the Bay Area is a higher property crime rate due to zero bail policies. Subjects booked for property crimes are immediately released with no bail due to COVID-19 and anti-crowding policies.

<sup>(B)</sup> Growth rate did not meet target due to Twitter losing a massive number of followers following Elon Musk's purchase of the platform, along with additional adjustments of followers on the Facebook side.

<sup>(C)</sup> The Police Department began using a new Records Management System in January 2022. It is more accurate than the previous system and reported clearance rates are higher.

**POLICE  
DEPARTMENT SUMMARY**

POSITIONS	2021-22 ADJUSTED	2022-23 ADOPTED	2023-24 RECOM.	
Police Chief	1	1	1	
Deputy Police Chief	1	0	0	*2
Police Captain	2	3	3	*2
Public Safety Support Services Manager	1	1	1	
Police Lieutenant	4	5	5	*2
Police Sergeant	17	16	16	*2
Police Officer	67	67	68	*4
Police Officer (Overhire)	3	3	3	
Police Media and Community Relations Coord.	1	1	1	
Senior Systems Specialist	1	1	1	
Crime Analyst	1	1	1	
Systems Specialist	1	1	1	
Emergency Communications Manager	1	1	1	
Public Safety Dispatcher Coordinator	2	2	2	
Public Safety Dispatcher III	4	4	4	
Public Safety Dispatcher II	10	10	10	
Police Records Supervisor	1	1	1	
Lead Police Records Specialist	2	2	2	
Police Records Specialist	8	8	8	
Community Services Officer	7.50	7.50	7.50	
Property & Evidence Specialist	1	1	1	
Police Assistant III	1	1	1	
Analyst I/II	1	1	1	
Program Assistant	0.50	0.50	0	*5
Administrative Aide	1	1	1	
Executive Assistant	0.50	0.50	0.50	
Senior Administrative Assistant	1	1	1	
Administrative Assistant	1.50	1.50	1.50	
Office Assistant	0.50	0.50	0	*5
<b>TOTAL REGULAR</b>	<b>143.50</b>	<b>143.50</b>	<b>143.50</b>	
<b>TOTAL PART-TIME HOURLY</b>	<b>3.05</b>	<b>3.05</b>	<b>3.05</b>	
<b>TOTAL POSITIONS</b>	<b>146.55</b> *1	<b>146.55</b> *3	<b>146.55</b>	

\*1 In addition there is a Senior Systems Specialist Overhire for 3 months, and a limited-period Police Officer-Community Outreach.

\*2 Reclassification of the Deputy Police Chief position to Police Captain and a Police Sergeant position to Police Lieutenant.

\*3 In addition, there is a limited-period Police Officer-Community Outreach.

\*4 Addition of a Police Officer-Community Outreach.

\*5 Transfer of 0.5 FTE Program Assistant and 0.5 FTE Office Assistant to the Fire Department.

**POLICE  
DEPARTMENT SUMMARY**

DEPARTMENT DIVISIONS	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Police Administration	\$ 1,818,539	1,578,492	1,661,802
Field Operations	22,559,440	25,438,521	27,173,024
Special Operations	11,592,251	11,553,849	12,105,424
Public Safety Support Services	8,132,044	9,903,164	10,113,496
<b>TOTAL EXPENDITURES</b>	<b>\$ 44,102,275</b>	<b>48,474,026</b>	<b>51,053,746</b>

EXPENDITURE SUMMARY	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries Wages and Benefits	\$ 40,138,853	44,635,461	46,660,744
Supplies and Other Services	2,991,374	2,882,562	3,408,502
Capital Outlay	166,824	102,003	79,500
Interfund Expenditures	805,224	854,000	905,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 44,102,275</b>	<b>48,474,026</b>	<b>51,053,746</b>

FUNDING SOURCES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
General Operating	\$ 43,288,625	47,682,903	50,688,746
General Non-Operating	401,370	422,403	150,000
Police Asset Forfeitures	26,037	0	0
Supplemental Law Enforcement Services	203,460	175,000	175,000
Shoreline Regional Park Community	39,678	40,000	40,000
Wastewater	143,104	153,720	0
<b>TOTAL FUNDING</b>	<b>\$ 44,102,275</b>	<b>48,474,026</b>	<b>51,053,746</b>

REVENUE SUMMARY	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
General Licenses & Permits	\$ 81,559	219,000	207,000
Fines & Forfeitures	288,500	231,000	374,000
Local Intergovernmental Revenue	349,211	249,000	261,500
State Intergovernmental Revenue	241,523	205,000	205,000
Federal Intergovernmental Revenue	4,367	0	0
General Service Charges	184,612	209,600	194,000
Miscellaneous Revenue	1,236,428	939,400	1,327,700
<b>TOTAL REVENUES</b>	<b>\$ 2,386,199</b>	<b>2,053,000</b>	<b>2,569,200</b>

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**POLICE—ADMINISTRATION  
DIVISION SUMMARY**

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DIVISION MANAGER—POLICE CHIEF

DIVISION OVERVIEW

Administration is responsible for managing the Police Department. This Division is responsible for maintaining the integrity of the Department and investigating all complaints against Police employees, tracking all major community policing actions, coordinating and implementing crime-prevention activities, crime analysis, fiscal management, and relaying public information by maintaining open communications and relationships with local media personnel.

MAJOR DIVISION CHANGES

- General Operating Fund:
  - Employee Wellness and Team Building: \$28,400
  - Provides new funding for employee wellness and team building events.

**POLICE - ADMINISTRATION  
DIVISION SUMMARY**

POSITIONS	2021-22 ADJUSTED	2022-23 ADOPTED	2023-24 RECOM.
Total Regular	5	4 <sup>*1</sup>	4
Total Part-Time Hourly	0.57	0.57	0.57
<b>TOTAL POSITIONS</b>	<b>5.57</b>	<b>4.57</b>	<b>4.57</b>

\*1 Reclassified the Deputy Police Chief position to Police Captain and moved to Support Services Division.

EXPENDITURES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries	\$ 993,452	844,599	872,619
Wages	18,744	46,723	47,819
Benefits	660,486	557,520	571,814
<b>TOTAL PERSONNEL</b>	<b>1,672,682</b>	<b>1,448,842</b>	<b>1,492,252</b>
Materials and Supplies	39,339	12,050	40,450
Maintenance and Operations	906	0	0
Professional/Technical Services	50,489	57,500	57,500
Other Expenses	41,287	39,100	48,600
<b>TOTAL SUPPLIES AND SERVICES</b>	<b>132,021</b>	<b>108,650</b>	<b>146,550</b>
Interfund Expenditures	13,836	21,000	23,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,818,539</b>	<b>1,578,492</b>	<b>1,661,802</b>

REVENUES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
General Licenses and Permits	\$ 80,856	72,000	75,000
Fines & Forfeitures	85,730	75,000	77,000
General Service Charges	24,082	60,000	45,000
Miscellaneous Revenue	30	0	0
<b>TOTAL REVENUES</b>	<b>\$ 190,698</b>	<b>207,000</b>	<b>197,000</b>

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**POLICE—FIELD OPERATIONS  
DIVISION SUMMARY**

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DIVISION MANAGER—FIELD OPERATIONS CAPTAIN

DIVISION OVERVIEW

The Field Operations Division is responsible for providing all uniform police services to the community. The Division's primary function includes responding to criminal activity and calls for service in an effective and timely manner and providing crime suppression and prevention activities. Within this Division resides Patrol; Traffic Safety; Youth Services, which provides school resources, juvenile diversion, and gang-suppression activities; and Neighborhood and Event Services, which provides outreach and coordinated community safety services to unhoused and residents living in vehicles. In addition, this Division is responsible for coordinating Canine, SWAT, Crisis Negotiations, Bicycle Patrol, and the Field Training Officer programs.

MAJOR DIVISION CHANGES

- General Operating Fund:
  - Crossing Guard Services: \$223,600  
Provides increased funding for additional crossing guard contract services for Mountain View schools.
  - Silicon Valley Animal Control Authority (SVACA) Contract: \$11,700  
Provides increased funding for inflationary cost increases related to the animal services contract with SVACA.

**POLICE - FIELD OPERATIONS  
DIVISION SUMMARY**

POSITIONS	2021-22 ADJUSTED	2022-23 ADOPTED	2023-24 RECOM.
Total Regular	71.50	71.50	72.50 *2
Total Part-Time Hourly	1.17	1.17	1.17
<b>TOTAL POSITIONS</b>	<b>72.67</b> *1	<b>72.67</b>	<b>73.67</b>

\*1 In addition there are is a 0.50 FTE Community Services Officer (CSO) overhire position and two limited-period Police Officer Trainee positions at 25 percent funding.

\*2 Addition of a Police Officer-Community Outreach.

EXPENDITURES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries	\$ 12,615,596	13,724,835	14,443,489
Wages	142,631	90,794	93,031
Benefits	8,076,712	9,935,195	10,696,247
TOTAL PERSONNEL	20,834,939	23,750,824	25,232,767
Materials and Supplies	146,706	37,700	37,700
Maintenance and Operations	28,546	21,150	21,150
Utilities	292	0	0
Professional/Technical Services	714,652	841,137	1,022,697
Other Expenses	162,112	111,710	144,710
TOTAL SUPPLIES AND SERVICES	1,052,308	1,011,697	1,226,257
Capital Outlay	64,052	0	0
Interfund Expenditures	608,142	676,000	714,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 22,559,440</b>	<b>25,438,521</b>	<b>27,173,024</b>

REVENUES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
General Licenses and Permits	\$ 0	147,000	132,000
Fines & Forfeitures	202,770	156,000	297,000
Local Intergovernmental Revenue	2,135	0	0
State Intergovernmental Revenue	241,353	205,000	205,000
General Service Charges	135,636	120,600	120,000
Miscellaneous Revenue	154,953	21,000	21,000
<b>TOTAL REVENUES</b>	<b>\$ 736,847</b>	<b>649,600</b>	<b>775,000</b>

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**POLICE—SPECIAL OPERATIONS  
DIVISION SUMMARY**

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**DIVISION MANAGER—SPECIAL OPERATIONS CAPTAIN**

**DIVISION OVERVIEW**

The Special Operations Division is responsible for reducing and solving crime through prevention, intervention, investigation, and suppression activities; supporting patrol; providing Police services for special events; coordinating personnel and functions; coordinating victim services; and providing technical support services. Within this Division resides Investigations, which includes: Crime Suppression, which addresses narcotic, vice, burglary, fraud, and auto theft; Cyber Crimes, which addresses high-tech crimes and digital forensics; and Person Crimes, which addresses violent crimes, sexual predators, crimes against children, and missing persons. Also residing in this division is Special Services, which includes Operational Services, which manages special events, permits, and reserve officers; Personnel Services, which manages training, personnel recruitment and selection, and professional development; and Property and Evidence, which is responsible for the collection and safekeeping of property and evidence taken into department custody.

**MAJOR DIVISION CHANGES**

- General Operating Fund:

Police Officer Position (1.0 FTE) - Community Outreach: \$332,400

Provides funding to convert a limited-period Police Officer position to ongoing. This position focuses on improving the effectiveness of the Police Department’s handling of community concerns and issues related to vulnerable populations, including the homeless and mentally ill, and works in close coordination with staff in the City Manager’s Office.

Event Overtime: \$(36,000)

Provides funding for overtime services for Shoreline Amphitheatre events. Event overtime is reimbursed to the City with an administrative fee, resulting in net savings to the General Fund.

- General Non-Operating Fund:

Training and Career Development (limited-period): \$150,000

Provides funding for training capacity and resources, which encompasses mandated and essential training requirements for sworn and non-sworn assignments in patrol, investigations, and support services.

**POLICE - SPECIAL OPERATIONS  
DIVISION SUMMARY**

POSITIONS	2021-22 ADJUSTED	2022-23 ADOPTED	2023-24 RECOM.
Total Regular	30	30	30
Total Part-Time Hourly	0.45	0.45	0.45
<b>TOTAL POSITIONS</b>	<b>30.45</b> *1	<b>30.45</b> *1	<b>30.45</b>

\*1 In addition there is a limited-period Police Officer-Community Outreach Position.

EXPENDITURES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries	\$ 6,482,974	6,527,321	6,641,111
Wages	141,198	92,454	93,310
Benefits	3,991,998	4,307,918	4,535,258
TOTAL PERSONNEL	<u>10,616,170</u>	<u>10,927,693</u>	<u>11,269,679</u>
Materials and Supplies	133,294	142,153	142,153
Maintenance and Operations	58,652	24,635	42,685
Utilities	3,107	2,000	3,200
Professional/Technical Services	263,894	194,325	196,325
Other Expenses	244,874	114,043	292,382
TOTAL SUPPLIES AND SERVICES	<u>703,821</u>	<u>477,156</u>	<u>676,745</u>
Capital Outlay	89,704	0	0
Interfund Expenditures	182,555	149,000	159,000
<b>TOTAL EXPENDITURES</b>	<b>\$ <u>11,592,251</u></b>	<b><u>11,553,849</u></b>	<b><u>12,105,424</u></b>

REVENUES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Local Intergovernmental Revenue	\$ 347,075	249,000	261,500
Federal Intergovernmental Revenue	4,367	0	0
Miscellaneous Revenue	684,372	505,000	781,000
<b>TOTAL REVENUES</b>	<b>\$ <u>1,035,814</u></b>	<b><u>754,000</u></b>	<b><u>1,042,500</u></b>

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**POLICE—PUBLIC SAFETY SUPPORT SERVICES  
DIVISION SUMMARY**

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DIVISION MANAGER—PUBLIC SAFETY SUPPORT SERVICES CAPTAIN

DIVISION OVERVIEW

The Public Safety Support Services Division is responsible for providing essential administrative and technical services to the Police and Fire Departments. Within this Division reside Management and Fiscal Services, which is responsible for providing appropriate, accurate, and effective fiscal analyses and administrative support for the Police and Fire Departments; Emergency Communications, which answers 9-1-1 and nonemergency calls for public safety, dispatching the most appropriate response of Police, Fire, or ambulances and emergency medical dispatch services; Public Safety Systems, which manages the City’s various radio systems; and Records, which is responsible for record-keeping activities, such as data processing, and collecting records and statistical information and processing arrest warrants.

MAJOR DIVISION CHANGES

- General Operating Fund:
  - Public Safety Systems Support: \$52,000  
Provides increased funding for software maintenance and technical support for the shared records management system with the cities of Palo Alto and Los Altos.
  - Live911 Support and Maintenance: \$8,300  
Provides new funding for support and maintenance of Live911 technology. Live911 technology allows first responders in the field to monitor the location and audio of 911 emergency calls.
  - Reallocate Office Assistant Position (0.5 FTE): (\$74,600)  
Reallocates the funding for one half-time Office Assistant position from the Police Department to Fire Department.
- Wastewater Fund:
  - Reallocate Office Assistant Position (0.5 FTE): \$(87,800)  
Reallocates one half-time Program Assistant position from the Police Department to Fire Department.

**POLICE - PUBLIC SAFETY SUPPORT SERVICES  
DIVISION SUMMARY**

POSITIONS	2021-22 ADJUSTED	2022-23 ADOPTED	2023-24 RECOM.
Total Regular	37	38 *2	37 *3
Total Part-Time Hourly	0.86	0.86	0.86
<b>TOTAL POSITIONS</b>	<b>37.86 *1</b>	<b>38.86</b>	<b>37.86</b>

\*1 In addition there is a Senior Systems Specialist Overhire for 3 months.

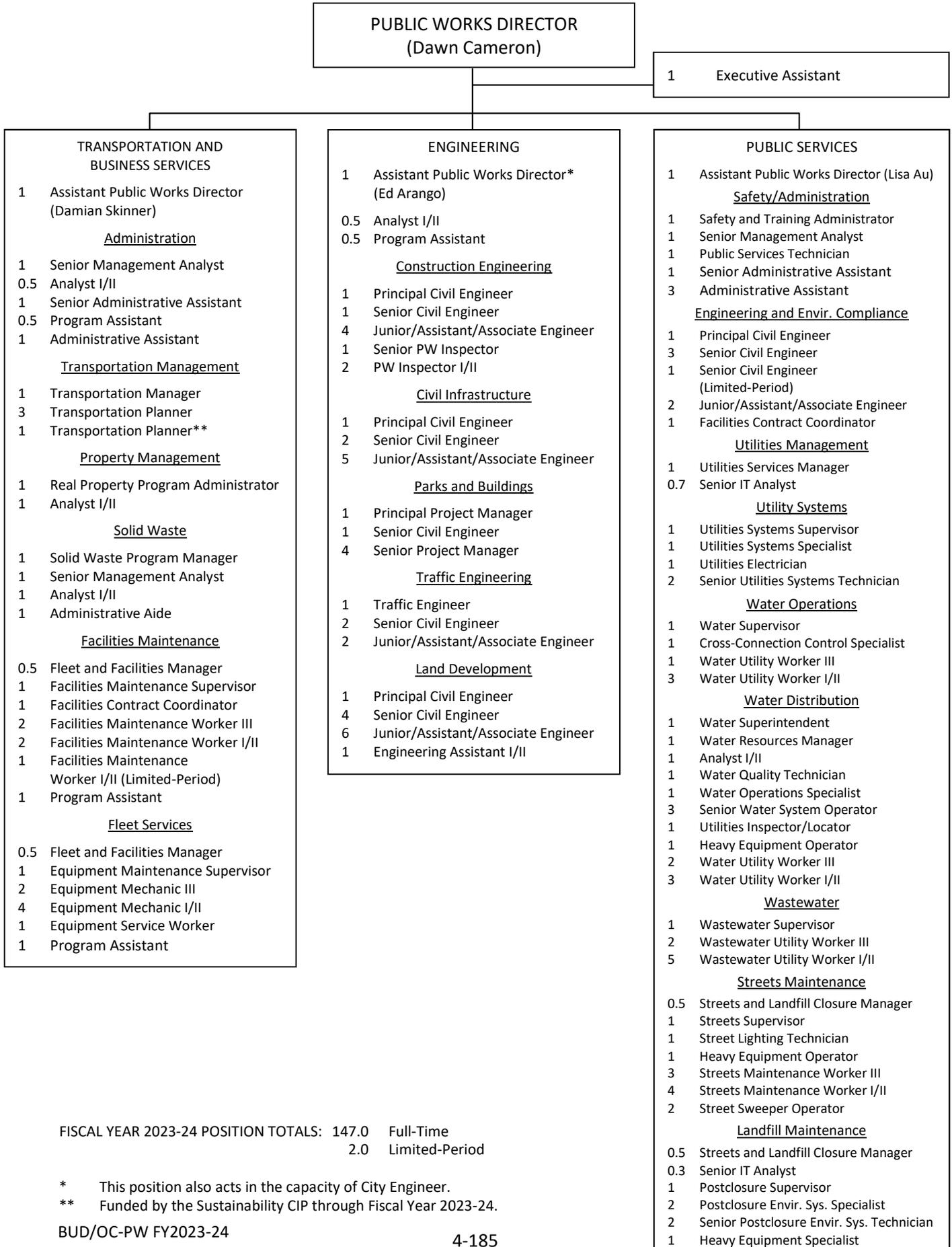
\*2 Transferred a Police Captain position from the Administration Division.

\*3 Transfer of 0.5 FTE Program Assistant and 0.5 FTE Office Assistant to the Fire Department.

EXPENDITURES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries	\$ 4,417,584	5,297,042	5,441,942
Wages	250,109	86,806	90,281
Benefits	2,347,370	3,124,254	3,133,823
<b>TOTAL PERSONNEL</b>	<b>7,015,062</b>	<b>8,508,102</b>	<b>8,666,046</b>
Materials and Supplies	134,512	95,801	132,340
Maintenance and Operations	502,006	844,470	738,146
Utilities	272,478	179,668	297,970
Professional/Technical Services	105,706	101,040	100,840
Other Expenses	88,522	64,080	89,654
<b>TOTAL SUPPLIES AND SERVICES</b>	<b>1,103,224</b>	<b>1,285,059</b>	<b>1,358,950</b>
Capital Outlay	13,067	102,003	79,500
Interfund Expenditures	691	8,000	9,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 8,132,044</b>	<b>9,903,164</b>	<b>10,113,496</b>

REVENUES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
General Licenses & Permits	\$ 703	0	0
State Intergovernmental Revenue	170	0	0
General Service Charges	24,894	29,000	29,000
Miscellaneous Revenue	397,073	413,400	525,700
<b>TOTAL REVENUES</b>	<b>\$ 422,840</b>	<b>442,400</b>	<b>554,700</b>

# PUBLIC WORKS DEPARTMENT



FISCAL YEAR 2023-24 POSITION TOTALS: 147.0 Full-Time  
2.0 Limited-Period

\* This position also acts in the capacity of City Engineer.  
\*\* Funded by the Sustainability CIP through Fiscal Year 2023-24.

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## PUBLIC WORKS DEPARTMENT SUMMARY

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### DEPARTMENT MANAGER—PUBLIC WORKS DIRECTOR

#### DEPARTMENT MISSION STATEMENT

Plan, design, review, construct, operate, maintain, and improve the City's infrastructure, facilities, utilities, fleet, property, and equipment.

#### DEPARTMENT OVERVIEW

The Public Works Department plans, designs, reviews, constructs, operates, maintains, and improves the City's infrastructure, facilities, utilities, fleet, property, and equipment; administers the City's Solid Waste Management, Real Estate Management, and Public Works Grant programs; provides traffic engineering and transportation planning services; and permits private developments in the public right-of-way.

#### DEPARTMENT FUNCTIONS

- Represent the City's interest in local and regional public works studies and projects and encourage the highest design and environmental quality in public and private improvements.
- Manage the City's participation in the National Flood Insurance Program.
- Manage the acquisition, lease, licensing and disposal of City real property.
- Meet State-mandated solid waste landfill diversion goals by maximizing commercial and residential recycling and reducing organic waste disposal. (M 1)
- Represent the City in matters relating to, and provide for, solid waste collection, processing and disposal.
- Manage and implement the City's annual Capital Improvement Program (CIP). (M 5)
- Ensure the design and construction of programmed capital projects remain on schedule and within budget. (M 6)
- Review, evaluate, and regulate private and public development and construction in the public right-of-way in conformance with the City's General Plan, ordinances, and policies. (M 7, 8)
- Review maps and plans of proposed private developments and assist developers, consultants, engineers, and the public in complying with the City's conditions of approval for private developments. (M 7, 8)
- Manage the processing of private developments, utility company projects, and encroachment and excavation permits.
- Provide for safe, efficient, and convenient circulation of vehicle, bicycle, and pedestrian traffic within the community.
- Continue to implement bicycle and pedestrian mobility improvements that are low-cost and easily implementable.

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## PUBLIC WORKS DEPARTMENT SUMMARY

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- Administer the Mountain View Community Shuttle Service that provides connections between residential neighborhoods and key destinations free of charge.
- Organize and implement a Safe Routes to Schools Program in coordination with the school districts.
- Administer the City's Transportation Demand Management program requirements for development projects to ensure compliance with program provisions.
- Represent the City in regional transportation issues and congestion management planning and continue to monitor regional transportation projects and coordinate with local, regional, and State transportation agencies.
- Maintain traffic-related records, conduct surveys, and perform studies as necessary for the analysis of traffic problems and develop and implement mitigation measures when appropriate.
- Maintain public streets, sidewalks, parking lots, streetlight systems, and traffic-control measures, including traffic signals. (M 9)
- Maintain and improve the City's facilities to ensure that they are safe, functional and aesthetically pleasing for employee and public use. (M 2)
- Procure and maintain the City's vehicle and equipment fleet. (M 3, 4)
- Manage occupational safety programs and practices in the Public Works and Community Services Departments.
- Operate and maintain the City's wastewater collection and discharge system. (M 10, 11)
- Operate and maintain the City's storm drain collection and pump station system.
- Operate and maintain the City's potable water supply and distribution system. (M 12, 13)
- Monitor water quality and ensure compliance with all regulations. (M 13)
- Manage the City's water purchases and consumption to meet State water conservation goals and water supply contract minimum purchase requirements.
- Manage and coordinate recycled water supply with the City of Palo Alto. Operate and maintain the City's recycled water and distribution system and manage the recycled water program to improve water quality, maximize water use, expand the City's distribution system, and participate in efforts to develop a regional distribution system.
- Continue providing landscaping selection assistance, irrigation Best Management Practices guidance, and on site support to recycled water system customers.
- Operate and maintain the landfill cap, gas, and leachate collection systems, gas wells, flare station, and landfill gas-fueled microturbines. (M 14)
- Manage shopping cart collection and graffiti abatement activities.

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## PUBLIC WORKS DEPARTMENT SUMMARY

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### FISCAL YEAR 2022-23 ACCOMPLISHMENTS

*(Items in **bold** are tied to Fiscal Years 2021-22 and 2022-23 Strategic Roadmap Action Plan Projects)*

- **Provided Safe Routes to School training to all 11 schools in the Mountain View Whisman School District and added 5 new crossing guards to key locations.**
- **Initiated the development of the Active Transportation Plan.**
- **Collaborated with the U.S. Fish and Wildlife Service and the California State Coastal Conservancy to continue hauling soil for the South Bay Salt Pond Restoration Project.**
- **Adopted an ordinance establishing the Castro Street Pedestrian Mall between West Evelyn Avenue and California Street.**
- **Completed the City Buildings Workspace Study.**
- Completed construction of Mora Park, and Pyramid Park.
- Began construction of Fayette Park, the Magical Bridge All-Inclusive Playground, and Sylvan Park Trellis and Volleyball Court.
- Completed construction of the following capital projects: Interceptor Force Trunk Main; Well Abandonments (#10, 17 and 20); traffic signal replacement at Shoreline Boulevard and Villa Street; and erosion control project at Shoreline Sailing Lake, which includes installation of a new dock and kayak launch area.
- Completed one of the first sea level rise capital improvement projects – Sailing Lake Access Road, with the sailing Lake dam receiving certification from the State’s Division of Safety of Dams.
- Began construction of the following capital projects: Rengstorff Aquatics Center; Miramonte Water Main Replacement; Annual Water and Sewer Main Replacement; traffic signal replacement at Rengstorff Avenue and Latham Street; Shoreline Maintenance Storage Building; Colony Street pedestrian/bicycle connection to Permanente Creek Trail; Fire Station #4 Modifications; Recycling Center Building Improvements; Rengstorff Park Maintenance and Tennis Buildings Replacement; Computer History Museum phase of the Northbound Shoreline/101 Off-Ramp Realignment; Sidewalk and Curb Repairs; and Leong Drive and Fairchild Drive resurfacing.
- Supported the planning and entitlement processes for the Master Plans in the North Bayshore Precise Plan area and the East Whisman Precise Plan area in conjunction with the Community Development Department.
- Installed additional touchless pedestrian push buttons at traffic signals.
- Met the City’s drought targets set by the wholesale water suppliers, achieving 21% conservation of Valley Water supplies and maintaining water use below the San Francisco Public Utilities Commission (SFPUC) water allocation budget for the first half of Fiscal Year 2022/23.
- Provided Safety Day Training to Public Works and Community Services Department field staff.
- Developed a Permit Navigator Team to increase customer service and efficiently address development inquiries in conjunction with the Community Development Department.

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## PUBLIC WORKS DEPARTMENT SUMMARY

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- Completed the acquisition of new park land properties at 711 Calderon Avenue, 909 and 917 San Rafael Avenue, and 538 Thompson Avenue.
- Awarded One Bay Area Grant (OBAG) grants totaling \$8.3 million for the following Bicycle/Pedestrian Improvements projects: Middlefield Road Complete Streets; Moffett Blvd Complete Streets; and El Camino Real/El Monte Ave/Escuela Avenue Intersection Improvements.
- Amended the Construction and Demolition ordinance to align with CalGreen requirements and to simplify the documentation process for project applicants.
- Completed the Water and Sewer System Master Plans.

### MAJOR DEPARTMENTAL GOALS/PROJECTS/INITIATIVES FOR FISCAL YEARS 2023-24 AND 2024-25

*(Items in **bold** are tied to potential Fiscal Years 2021-22 and 2022-23 Strategic Roadmap Action Plan Projects)*

- **Develop a Community Workforce Agreement in conjunction with the City Manager's Office.**
- **Expand access to broadband across communities, supporting the City Manager's Office and Information Technology Department.**
- **Complete the Citywide Transportation Demand Management Ordinance in conjunction with the Community Development Department.**
- **Design and construct the Castro Street Grade Separation project (furthering implementation of the Transit Center Master Plan) in conjunction with the Community Development Department.**
- **Begin to prepare the Citywide Travel Demand Model Update (including the Greenhouse Gas Reduction Program), in conjunction with the Community Development Department.**
- **Develop a City Active Transportation Plan (combining Pedestrian Master Plan, Bicycle Master Plans, and green streets elements), in conjunction with the Community Services Department.**
- **Bring the Local Road Safety/Vision Zero Action Plan to Council for adoption.**
- **Develop guidelines for micromobility, including a scooter share pilot.**
- **Begin work on the Stevens Creek Trail extension.**
- **Continue to implement the new and expanded Safe Routes to School program, in partnership with the school districts, schools, parents, and students.**
- **Conduct a holistic citywide review of parking regulations.**
- **Support the completion of the Biodiversity Plan and Urban Forestry Plan (biodiversity requirements and Community Tree Master Plan) in conjunction with the Community Services and Public Works Departments**
- **Support the development of a Parks and Recreation Strategic Plan, in conjunction with the Community Services and Community Development Departments.**

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## PUBLIC WORKS DEPARTMENT SUMMARY

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- **Support the development of a Moffett Boulevard Precise Plan, in conjunction with the Community Development Department.**
- **Implement strategies for a vibrant downtown, including the Castro Pedestrian Mall, in conjunction with the Public Works Department and Community Services Department.**
- **Review and update the Shoreline Regional Park Community Shoreline Area Plan in conjunction with the Community Development and Community Services Departments, City Attorney's Office, and City Manager's Office.**
- **Support the preparation of a Citywide update to the Cost Allocation Plan and Master Fee Schedule in conjunction with the Finance and Administrative Services Department.**
- **Support the development of a Citywide Decarbonization Plan (transitioning from SAP-4) in conjunction with the Public Works Department.**
- Coordinate with Caltrans on the construction of pedestrian improvements and protected bikeways in their El Camino Real paving project.
- Work with Caltrain and VTA on the Final Design for both the Transit Center (Castro Street) and Rengstorff Grade Separation projects and with MTC and VTA to apply for Federal and State grant funding for the projects.
- Continue to Participate in the South Bay Salt Ponds project, in conjunction with California State Coastal Commission.
- Complete construction of the following projects: Rengstorff Aquatics Center; Stierlin Road Bicycle and Pedestrian Improvements; Miramonte Avenue resurfacing and two-way separated bikeway improvements; resurfacing of various City streets; Leong Avenue and Fairchild Drive street resurfacing; Park Avenue and Sonia Way street reconstruction; traffic signal replacement at Rengstorff Avenue and Latham Street; Shoreline Maintenance Storage Building; Colony Street pedestrian/bicycle connection to Permanente Creek Trail; Fire Station #4 Modifications; Recycling Center Building Improvements; All-Inclusive Playground; Rengstorff Park Maintenance and Tennis Buildings Replacement; Computer History Museum phase of the Northbound Shoreline/101 Off-Ramp Realignment; Sidewalk and Curb Repairs; and Sylvan Park Trellis and Volleyball Court.
- Begin construction of the following projects: Shoreline Boulevard transit lane and utility improvements, including protected bikeways; and two new parks (1720 Villa Street, and 525 to 555 East Evelyn Avenue)
- Complete final design of the Plymouth Street/Space Park Way realignment and the U.S. 101/Shoreline Boulevard Off-Ramp realignment projects.
- Implement the recommendations from the Development Services Review Study for the development review process, including streamlining process improvements and implementation of technology, in conjunction with the Community Development, Fire, and Information Technology Departments.
- Support the first phases of the Planned Community Permits and building permits for the Master Plans in the North Bayshore Precise Plan area and the East Whisman Precise Plan area, in conjunction with the Community Development Department.
- Continue the preliminary design of Shoreline Boulevard bicycle/pedestrian bridge over U.S. 101.

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## PUBLIC WORKS DEPARTMENT SUMMARY

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- Complete design of two new parks (1720 Villa Street, and 525 to 555 East Evelyn Avenue), in conjunction with the Community Services Department.
- Continue design of the Center for the Performing Arts SecondStage seating and support space upgrade, in conjunction with the Community Services Department.
- Complete improvements to parks and facilities, including Cuesta Park and Sylvan Park, in conjunction with the Community Services Department.
- Continue the planning and design of a new Public Safety Headquarters building in conjunction with the Fire and Police Departments.
- Support interagency collaboration on climate resilience and Sea Level Rise, in conjunction with the City Manager's Office. Continue participation in the County of Santa Clara's County Climate Collaborative- Sea Level Rise/Flooding Working Group and continue partnership with Valley Water to form an elected officials' Sea Level Rise Working Group.
- Identify opportunities to purchase property for new parks, in conjunction with the Community Services Department.
- Work in conjunction with IT and Community Services Departments to establish a computerized maintenance management system to improve inventory and maintenance of City's assets in the public right-of-way such as streets and utilities.
- Begin siting study and design for a new recycled water storage reservoir in the North Bayshore Area.
- Begin design for the replacement of recycled water pumps and irrigation mains at Shoreline Park.
- Complete a Fleet Electrification Plan that would guide the City's transition to electric vehicles, evaluate the City's charging infrastructure and provide a phased implementation strategy for adding vehicle chargers.
- Conduct a Solid Waste cost of service analysis/study.
- Complete the Utility Rate Study.

**PUBLIC WORKS  
DEPARTMENT SUMMARY**

PERFORMANCE/WORKLOAD MEASURES

	2020-21 Actual	2021-22 Actual	2022-23 Target	2022-23 6 Months	2023-24 Target
<b>Transportation and Business Services:</b>					
1. Pounds of disposed waste per person per day.	4.2	3.1	<7.8	3.1	<7.8
2. Percentage of Facilities Section work orders completed in 30 days or fewer.	87% <sup>(A)</sup>	87% <sup>(B)</sup>	>90%	91%	>90%
3. Percentage of Fleet Section work orders completed in 30 days or fewer.	96%	95%	>95%	95%	>95%
4. Percentage of time frontline fleet units are available (Public Services and Community Services field vehicles).	98%	97%	>95%	96%	>95%
<b>Engineering:</b>					
5. Percentage of construction projects completed with less than 10% time increase over the original contract award.	100%	91%	>85%	100%	>85%
6. For capital improvement projects, the percentage of time the low bid is within 25% of the Engineer's Estimate.	89%	80%	>75%	83%	>75%
7. Percentage of time all tentative maps and private development applications are reviewed within the departmental standard review time.	55% <sup>(C)</sup>	92%	>70%	91% <sup>(D)</sup>	>80%
8. Percentage of time building plans are reviewed within the departmental standard review time.	69% <sup>(E)</sup>	90% <sup>(F)</sup>	>80%	88% <sup>(G)</sup>	>80%
9. Pavement Condition Index (PCI) for asphalt (Metropolitan Transportation Commission rating scale of 0-100, 70-100 being good to excellent).	72 <sup>(H)</sup>	72 <sup>(H)</sup>	>75	70 <sup>(I)</sup>	>75
<b>Public Services:</b>					
10. Number of feet of sewer mains cleaned.	901,092	782,677	>500,000	361,698	>500,000
11. Total number of sanitary sewer overflows.	4	1	<6	0	<6
12. Total number of water main breaks.	15 <sup>(J)</sup>	8 <sup>(K)</sup>	<6	10 <sup>(L)</sup>	<6
13. Total number of water quality reportable events.	1 <sup>(M)</sup>	0	0	1 <sup>(N)</sup>	0
14. Total number of air and/or water quality reportable events at the closed landfills.	0	0	<4	0	0

<sup>(A)</sup> Significant temporary reductions in work force due to COVID-19 resulted in work order completion delays.

<sup>(B)</sup> Below target due to reliance on outside vendors to complete a portion of requests.

<sup>(C)</sup> Three hundred thirty-five (335) out of 548 excavation permits and 121 out of 282 planning commentaries were reviewed within the standard time. The increase in review time was due to the continued high level and complexity of workload performed by existing staff resources and COVID-19 pandemic impacts on work processes. Additionally, staff resources for Fiscal Year 2020-21 were not fully filled and new staff needed to be trained on processes.

<sup>(D)</sup> Two hundred seventy (270) out of 292 excavation permits and 73 out of 83 planning commentaries were completed within the standard time.

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**PUBLIC WORKS  
DEPARTMENT SUMMARY**

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- (E) Five hundred six (506) out of 731 building plans were reviewed within the standard time. The increase in review time was due to the significant increase in volume of plans and complexity of the work performed by the existing staff resources. Additionally, staff resources for Fiscal Year 2020-21 were not fully filled, and new staff needed to be trained on processes.
- (F) Five hundred eighty (580) out of 644 building plans were reviewed within the standard time.
- (G) Two hundred forty-three (243) out of 276 building plans were reviewed within the standard time.
- (H) The MTC hired a new consulting firm to assess the City's PCI in Fiscal Year 2020-21 (different firm than the two previous assessments). The firm has completed and certified the recent assessment and determined the PCI is higher than the previous assessments. The City still strives to reach a PCI target of 75, and since Fiscal Year 2019-20 has continued to allocate more funding to street reconstruction and resurfacing projects.
- (I) The condition of the asphalt is reassessed approximately every two years, with the next anticipated reassessment in late 2023. Until it is reassessed, the projected PCI will continue to decrease due to aging/weathering. To maintain the PCI levels, the upcoming paving projects in 2023 include Leong Avenue and Fairchild Drive, Park Avenue and Sonia Way, Castro Street, Velarde Street, Pamela Drive and other residential streets.
- (J) Four of the breaks were mains due to be replaced in Fiscal Year 2021-22, and one break was on a main replaced in Fiscal Year 2020-21. Eight of the 15 were "beam breaks" attributed to ground movement, and seven breaks were due to holes in the main due to aging infrastructure.
- (K) Five of the eight main breaks were "beam breaks" attributed to ground movement, two were due to holes in the main due to aging infrastructure, and one was a gate valve failure.
- (L) Six of the ten were "beam breaks" caused by ground movement. Three were due to holes in the main due to aging infrastructure to be replaced in upcoming CIPs. The final break was due to construction work in the area.
- (M) The positive bacteriologist sample was due to a sampling error. The sample was retaken and came back negative.
- (N) One positive bacti sample was due to a sampling error; repeat samples were collected including the City-owned wells and all came back negative. There was no adverse effect to the drinking water system and the water system stayed in compliance with State and Federal health guidelines (initial sample on 9/13 and repeated on 9/15).

**PUBLIC WORKS  
DEPARTMENT SUMMARY**

POSITIONS	2021-22 ADJUSTED	2022-23 ADOPTED	2023-24 RECOM.	
Public Works Director	1	1	1	
Assistant Public Works Director	3	3	3	
Transportation Manager	1	1	1	
Fleet and Facilities Manager	1	1	1	
Utilities Services Manager	1	1	1	
Streets and Landfill Closure Manager	1	1	1	
Solid Waste Program Manager	1	1	1	
Principal Civil Engineer	4	4	4	
Principal Project Manager	1 *2	1	1	
Senior Civil Engineer	10.50	12.50 *4	13	*8/9
Senior Project Manager	3	3	4	*8
Transportation Planner	3	3	4	*10
Traffic Engineer	1	1	1	
Water Resources Manager	1	1	1	
Real Property Program Administrator	1	1	1	
Safety and Training Administrator	1	1	1	
Senior Information Technology Analyst	0	1 *4	1	
Senior Management Analyst	3	3	3	
Postclosure Supervisor	1	1	1	
Utilities Systems Supervisor	1	1	1	
Water Supervisor	1	1	1	
Water Superintendent	1	1	1	
Wastewater Supervisor	1	1	1	
Streets Supervisor	1	1	1	
Equipment Maintenance Supervisor	1	1	1	
Facilities Maintenance Supervisor	1	1	1	
Facilities Contract Coordinator	2	2	2	
Jr/Asst/Associate Engineer (Civil)	15	19 *4/5	19	
Analyst I/II	2	3 *6	4	*10/11
Utility Systems Specialist	1	1	1	
Postclosure Environmental Systems Specialist	2	2	2	
Utilities Electrician	1	1	1	
Water Quality Technician	1	1	1	
Senior Public Works Inspector	1	1	1	
Water Operations Specialist	1	1	1	
Senior Water System Operator	3	3	3	
Senior Utilities Systems Technician	2	2	2	
Senior Postclosure Environmental Systems Tech	2	2	2	
Street Lighting Technician	1	1	1	
Engineering Assistant I/II	1	1	1	
Heavy Equipment Specialist	1	1	1	
SUBTOTAL REGULAR	81.50	89.50	93	

**PUBLIC WORKS  
DEPARTMENT SUMMARY**

POSITIONS CONTINUED	2021-22 ADJUSTED	2022-23 ADOPTED	2023-24 RECOM.
Balance Forward	81.50	89.50	93
Water Resources Technician	1	1	0 *10
Cross-Connection Cntrl Specialist	1	1	1
Public Works Inspector I/II	1	2 *4	2
Utilities Inspector/Locator	1	1	1
Heavy Equipment Operator	2	2	2
Facilities Maintenance III	2	2	2
Facilities Maintenance I/II	2	2	2
Equipment Mechanic III	2	2	2
Equipment Mechanic I/II	4	4	4
Equipment Service Worker	1	1	1
Streets Maintenance Worker III	3	3	3
Streets Maintenance Worker I/II	4	4	4
Streetsweeper Operator	2	2	2
Water Utility Worker III	3	3	3
Water Utility Worker I/II	6	6	6
Wastewater Utility Worker III	2	2	2
Wastewater Utility Worker I/II	5	5	5
Public Services Technician	1	1	1
Administrative Aide	0	1 *4	1
Program Assistant	3	3	3
Executive Assistant	0	1 *5	1
Senior Administrative Assistant	2	2	2
Administrative Assistant	4	4	4
<b>TOTAL REGULAR</b>	<b>133.50</b>	<b>144.50</b>	<b>147</b>
<b>TOTAL PART-TIME HOURLY</b>	<b>1.12</b>	<b>1.12</b>	<b>1.12</b>
<b>TOTAL POSITIONS</b>	<b>134.62 *3</b>	<b>145.62 *7</b>	<b>148.12 *12</b>

\*1 In addition there is a Public Works Inspector I/II overhire position and the following limited-period positions: two Senior Civil Engineers (for the duration of the Google Reimbursement Agreement), four Jr/Asst/Associate Civil Engineers, an Administrative Aide, and a Senior Civil Engineer position and a Facilities Maintenance Worker I/II position (funded by the Sustainability CIP).

\*2 Addition of a Principal Project Manager.

\*3 In addition there are the following limited-period positions: two Senior Civil Engineers (for the duration of the Google Reimbursement Agreement), four Jr/Asst/Associate Civil Engineers, Public Works Inspector I/II, Administrative Aide, and a Senior Civil Engineer position and a Facilities Maintenance Worker I/II position (funded by the Sustainability CIP through Fiscal Year 2021-22 and Fiscal Year 2022-23, respectively).

\*4 Addition of three Senior Civil Engineers, a Jr/Asst/Associate Civil Engineer, a Public Works Inspector I/II, and an Administrative Aide.

\*5 Midyear addition of three Jr/Asst/Associate Civil Engineer positions and an Executive Assistant position.

\*6 Transfer of an Analyst I/II position from the Community Development Department.

\*7 In addition there are the following limited-period positions: two Senior Civil Engineers (for the duration of the Google Reimbursement Agreement), a Senior Civil Engineer position, and a Facilities Maintenance Worker I/II position (funded by the Sustainability CIP through 2022-23).

\*8 Midyear reclassification of 0.5 FTE Senior Civil Engineer position to full-time Senior Project Manager.

\*9 Addition of a Senior Civil Engineer.

\*10 Reclassification of a Water Resources Technician position to Analyst I/II and an Analyst I/II position to Transportation Planner.

\*11 Midyear addition of an Analyst I/II.

\*12 In addition there is a limited-period Senior Civil Engineer position and a limited-period Facilities Maintenance Worker I/II position.

**PUBLIC WORKS  
DEPARTMENT SUMMARY**

DEPARTMENT DIVISIONS	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Public Works Administration	\$ 1,203,855	1,313,189	1,447,210
Transportation and Business	17,460,058	23,373,209	28,132,577
Engineering	7,606,953	9,470,482	10,129,393
Public Services	46,835,999	62,012,105	66,717,716
<b>TOTAL EXPENDITURES</b>	<b>\$ 73,106,865</b>	<b>96,168,985</b>	<b>106,426,896</b>

EXPENDITURE SUMMARY	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries Wages and Benefits	\$ 23,723,746	29,118,645	31,226,770
Supplies and Other Services	48,424,134	65,890,840	73,463,126
Capital Outlay	47,119	120,000	630,000
Interfund Expenditures	911,866	1,039,500	1,107,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 73,106,865</b>	<b>96,168,985</b>	<b>106,426,896</b>

FUNDING SOURCES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
General Operating	\$ 11,595,506	13,085,389	14,783,859
General Non-Operating	363,535	359,800	330,100
Development Services	4,027,317	5,470,384	5,424,140
Shoreline Regional Park Community	1,125,541	1,529,098	1,707,878
Water	25,603,754	34,155,843	36,869,036
Wastewater	16,165,475	22,068,070	23,633,628
Solid Waste	11,520,045	16,505,602	20,519,983
Equipment Maintenance and Replacement	2,705,693	2,994,799	3,158,272
<b>TOTAL FUNDING</b>	<b>\$ 73,106,865</b>	<b>96,168,985</b>	<b>106,426,896</b>

**PUBLIC WORKS  
DEPARTMENT SUMMARY**

REVENUE SUMMARY	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
General Licenses & Permits	\$ 1,250,893	985,000	985,000
State Intergovernmental Revenue	321,761	135,000	135,000
General Service Charges	2,100,749	1,257,000	1,257,000
Water Service Charges	33,659,599	36,691,000 *1	36,499,000 *4
Wastewater Service Charges	26,558,561	28,411,000 *2	30,335,000 *3
Recycled Water Charges	958,675	895,000 *1	1,020,000 *4
Refuse Service Charges	11,837,419	15,002,000 *3	15,559,000 *5
Miscellaneous Revenue	1,033,773	539,000	539,000
Equipment Maintenance Charges	2,791,381	3,155,500	3,359,000
Interfund Revenue Transfers	53,400	53,400	53,400
<b>TOTAL REVENUE</b>	<b>\$ 80,566,212</b>	<b>87,123,900</b>	<b>89,741,400</b>

\*1 Includes rate increase of 12% for average cost of water and meter rates and 5% for recycled water.

\*2 Includes rate increase of 8%.

\*3 Includes rate increase of 6%.

\*4 Includes rate increase of 8% for average cost of water and meter rates and 5% for recycled water.

\*5 Includes rate increase of 7%.

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**PUBLIC WORKS—ADMINISTRATION  
DIVISION SUMMARY**

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DIVISION MANAGER—PUBLIC WORKS DIRECTOR

DIVISION OVERVIEW

Administration is responsible for management of the Department. This Division provides leadership, policy development, administrative and technical support, career development, and training opportunities.

MAJOR DIVISION CHANGES

- General Operating Fund:

Employee Wellness and Team Building: \$29,400

Provides new funding for employee wellness and team building events.

**PUBLIC WORKS - ADMINISTRATION  
DIVISION SUMMARY**

POSITIONS	2021-22 ADJUSTED	2022-23 ADOPTED	2023-24 RECOM.
Total Regular	3.50	3.50	3.50
<b>TOTAL POSITIONS</b>	<b>3.50</b>	<b>3.50</b>	<b>3.50</b>
EXPENDITURES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries	\$ 803,734	864,672	922,378
Benefits	372,785	415,897	442,812
TOTAL PERSONNEL	1,176,518	1,280,569	1,365,190
Materials and Supplies	18,379	23,590	52,990
Maintenance and Operations	45	850	850
Utilities	0	345	345
Professional/Technical Services	2,566	2,500	2,500
Other Expenses	6,346	5,335	5,335
TOTAL SUPPLIES AND SERVICES	27,337	32,620	62,020
Capital Outlay	0	0	20,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,203,855</b>	<b>1,313,189</b>	<b>1,447,210</b>

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**PUBLIC WORKS—TRANSPORTATION AND BUSINESS SERVICES  
DIVISION SUMMARY**

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DIVISION MANAGER—ASSISTANT PUBLIC WORKS DIRECTOR

DIVISION OVERVIEW

Transportation Management reviews, analyzes, and evaluates City and regional transportation issues, studies, programs, and policies that impact the City, developing recommendations for improvements. Transportation Management is the liaison and advocate for City positions with County, regional, and State agencies involved in transportation planning and provides support to the Council Transportation Committee and Bicycle/Pedestrian Advisory Committee. The Section is also responsible for developing, updating, and promoting City programs, policies, and projects to improve pedestrian and bicycle mobility. Other responsibilities include contract management, and grant applications and monitoring.

Real Property Management manages appraisals, sales, and acquisitions of City property. Other responsibilities include preparation of park in-lieu fees and license agreements, property management and contract administration.

Solid Waste Management develops and implements residential/commercial waste reduction and recycling programs and manages the City's waste collection, waste disposal and SMaRT<sup>®</sup> Station recycling contracts.

Fleet Services provides safe, reliable, economical, and high-quality vehicles and equipment to City departments. This program performs vehicle and equipment services to comply with environmental and safety regulations, minimize operational and ownership costs, and maximize safety and equipment life. Fleet Services also maintains the City's inventory of alternative-fuel vehicles.

Facilities provides safe, clean, and reliable facilities for employees and their clients. The program maintains, inspects, and improves buildings to comply with environmental and safety regulations, minimize operational and ownership costs, and maximize building life.

MAJOR DIVISION CHANGES

- General Operating Fund:
  - Gas and Electricity Cost Increase: \$200,000  
Provides increased funding for higher gas and electricity costs.
  - Janitorial Services: \$176,500  
Provides increased funding for janitorial services for City facilities due to cost increase associated with the new janitorial services contract.
  - Consultant Services – Transportation: \$70,000  
Provides new funding for consultant assistance for the Safe Routes to School (SRTS) program.
  - Contract Services - Real Property: \$30,000  
Provides new funding for a property management firm to assist in managing the City's residential properties.

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**PUBLIC WORKS—TRANSPORTATION AND BUSINESS SERVICES  
DIVISION SUMMARY**

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Automated External Defibrillator (AED) Testing:	\$8,600
Provides new funding of \$3,100 and transfers \$5,500 of existing funding from the Fire Department for the annual inspection and testing of AEDs in all City facilities.	
City Utility Cost Increase:	\$2,200
Provides increased funding for City utility services used by City departments based on usage and utility rate adjustments.	
• General Non-Operating Fund:	
Hourly Staff to Support the Transportation Section (limited-period):	\$40,000
Provides funding for hourly staff to support the Transportation Section with the increased volume of transportation issues.	
Facilities Maintenance Worker I/II Position (limited-period) (\$140,500 offset by charges to CIPs):	\$35,100
Provides funding for a Facilities Maintenance Worker I/II position to support the Energy Conservation and Sustainability programs for the Public Works Facilities Section.	
• Shoreline Regional Park Community Fund:	
Reclassification of Analyst I/II to Transportation Planner:	\$66,200
Provides funding to reclassify one Analyst I/II position to Transportation Planner. This position will work on Transportation Demand Management with a focus on parking.	
• Solid Waste Fund:	
Cost of Service Study (limited-period):	\$90,000
Provides funding to conduct a study to ensure that the cost of cart and box/compactor services are aligned with expenses for the respective category.	
• Equipment Maintenance and Replacement Fund:	
Fuel Costs:	\$70,000
Provides increased funding for higher fuel costs.	
Hourly Staff to Support the Fleet Section (limited-period):	\$25,000
Provides continued funding for hourly staff to continue supporting the Fleet Section. The additional resources will allow for an on-site fabricator to perform on-site metal work to create and repair vehicle and equipment components.	

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**PUBLIC WORKS—TRANSPORTATION AND BUSINESS SERVICES  
DIVISION SUMMARY**

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Fleet Software: \$15,000

Provides increased funding for annual licensing fees for diagnostic and troubleshooting software for vehicle and equipment repairs.

Fleet Contract Services: \$6,000

Provides new funding for a consultant firm for required monthly emissions reporting and medical examinations for employees with a commercial driver's license.

**PUBLIC WORKS - TRANSPORTATION AND BUSINESS SERVICES  
DIVISION SUMMARY**

POSITIONS	2021-22 ADJUSTED	2022-23 ADOPTED	2023-24 RECOM.
Total Regular	29.50	31.90 *2	32.90 *4
Total Part-Time Hourly	0.62	0.62	0.62
<b>TOTAL POSITIONS</b>	<b>30.12</b> *1	<b>32.52</b> *3	<b>33.52</b> *5

\*1 In addition there are the following limited-period positions: Administrative Aide and Facilities Maintenance Worker I/II.

\*2 Addition of an Administrative Aide and midyear addition of 0.40 Executive Assistant.

\*3 In addition there is a limited-period Facilities Maintenance Worker I/II position (funded by the Sustainability CIP through 2022-23).

\*4 Midyear addition of a Analyst I/II position.

\*5 In addition there is a limited-period Facilities Maintenance Worker I/II position.

EXPENDITURES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries	\$ 3,146,410	3,829,949	4,264,148
Wages	220,079	118,388	121,581
Benefits	1,785,392	2,259,614	2,372,663
<b>TOTAL PERSONNEL</b>	<b>5,151,882</b>	<b>6,207,951</b>	<b>6,758,392</b>
Materials and Supplies	189,303	171,825	181,125
Maintenance and Operations	2,325,208	3,012,774	3,204,274
Utilities	9,078,804	13,129,059	16,865,186
Professional/Technical Services	427,308	515,900	680,700
Other Expenses	213,040	248,200	338,900
<b>TOTAL SUPPLIES AND SERVICES</b>	<b>12,233,663</b>	<b>17,077,758</b>	<b>21,270,185</b>
Capital Outlay	6,321	0	10,000
Interfund Expenditures	68,193	87,500	94,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 17,460,058</b>	<b>23,373,209</b>	<b>28,132,577</b>

**PUBLIC WORKS - TRANSPORTATION AND BUSINESS SERVICES  
DIVISION SUMMARY**

<u>REVENUES</u>	<u>2021-22 ACTUAL</u>	<u>2022-23 ADOPTED</u>	<u>2023-24 RECOM.</u>
State Intergovernmental Revenue	\$ 321,761	135,000	135,000
General Service Charges	12,656	0	0
Refuse Service Charges	11,837,419	15,002,000 *1	15,559,000 *2
Miscellaneous Revenue	83,381	9,000	9,000
Equipment Maintenance Charges	2,791,381	3,155,500	3,359,000
Interfund Revenue Transfers	21,000	21,000	21,000
<b>TOTAL REVENUES</b>	<b>\$ 15,067,598</b>	<b>18,322,500</b>	<b>19,083,000</b>

\*1 Includes rate increase of 6%.

\*2 Includes rate increase of 7%.

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## PUBLIC WORKS—ENGINEERING DIVISION SUMMARY

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### DIVISION MANAGER—ASSISTANT PUBLIC WORKS DIRECTOR

#### DIVISION OVERVIEW

Construction Engineering performs inspections for compliance with plans, specifications, regulations, ordinances, and policies pertaining to capital projects and private developments/improvements in the public right-of-way.

Civil Infrastructure Engineering plans, directs, and coordinates the design and management of capital improvement projects focused on improvements in the City’s street right-of-way, including preparing or reviewing engineering studies, surveys, designs, specifications, and contract documents. Improvements include complete street facilities, pavement rehabilitation, sidewalks, pathways, traffic signals, grade separations and bridges.

Parks and Buildings Section plans, directs, and coordinates the design and management of capital improvement projects focused on parks and facilities on City owned property, including preparing or reviewing studies, surveys, designs, specifications, and contract documents. Improvements include new parks and new or renovated building facilities.

Traffic Engineering plans, designs, and implements traffic operational improvements for the safe and convenient movement and circulation of vehicles, bicycles, and pedestrians within the City. Traffic Engineering also maintains traffic-related records, such as accidents, counts, and speeds, and conducts surveys and studies necessary to analyze traffic situations.

Land Development Engineering establishes development conditions for approval and reviews the accuracy and completeness of private development plans, specifications, plats, maps, property descriptions, and engineering calculations submitted for City approval. Land Development Engineering also assists developers, consultants, engineers, and the public in complying with Public Works Department conditions.

#### MAJOR DIVISION CHANGES

- General Operating Fund:
  - Traffic Maintenance and Repairs: \$100,000  
  
Provides increased funding for contract services related to traffic signal maintenance and repairs.
  - Senior Civil Engineer Position (1.0 FTE): \$28,300  
  
Provides funding to convert one limited-period Senior Civil Engineer position to ongoing. The position will continue to manage Capital Improvement Program (CIP) projects for City facilities, with a focus on sustainability improvements. The remaining funding for the position will come from CIPs.
  - Gas and Electricity Cost Increase: \$15,000  
  
Provides increased funding for higher gas and electricity costs.

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**PUBLIC WORKS—ENGINEERING  
DIVISION SUMMARY**

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AutoCAD Software:	\$10,600
Provides new funding for AutoCAD design and drafting software.	
• General Non-Operating Fund:	
Hourly Staff to Support the Traffic Section (limited-period):	\$180,000
Provides funding for hourly staff to support the Traffic Section. The section relies on hourly employees to meet workloads and development review timelines.	
• Development Services Fund:	
Consultants to Support Land Development Section (limited-period):	\$400,000
Provides funding for consultants to support the Land Development Section. Additional resources are necessary to process the additional workload created by the high level of development activity.	
Consultants to Support Construction Section (limited-period):	\$400,000
Provides funding for consultants to support the Construction Section. Additional resources are necessary to process the additional workload created by the high level of development activity.	
Consultants to Support Traffic Engineering Section (limited-period):	\$150,000
Provides continued funding for consultants to support the Traffic Engineering Section. The increase in activity is mainly attributable to the approval of the three Precise Plans.	
Hourly Staff to Support the Land Development Section (limited-period):	\$130,000
Provides continued funding for hourly staff to support the Land Development Section. The section relies on hourly employees to meet workloads and development review timelines.	
• Shoreline Regional Park Community Fund:	
AutoCAD Software:	\$1,400
Provides new funding for AutoCAD design and drafting software.	

**PUBLIC WORKS - ENGINEERING  
DIVISION SUMMARY**

POSITIONS	2021-22 ADJUSTED	2022-23 ADOPTED	2023-24 RECOM.
Total Regular	33.50	40.10 *2	41.60 *4
<b>TOTAL POSITIONS</b>	<b>33.50 *1</b>	<b>40.10 *3</b>	<b>41.60</b>

- \*1 In addition there are the following limited-period positions: two Senior Civil Engineers, three Jr/Asst/Associate Civil Engineers, and Public Works Inspector I/II.
- \*2 Addition of two Senior Civil Engineers and one Public Works Inspector I/II. Also midyear addition of three Jr/Asst/Associate Civil Engineers and 0.60 Executive Assistant.
- \*3 In addition there are two limited-period Senior Civil Engineer positions (for the duration of the Google Reimbursement Agreement).
- \*4 Addition of a Senior Civil Engineer and midyear reclassification of 0.5 FTE Senior Civil Engineer position to full-time Senior Project Manager.

EXPENDITURES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Labor Chargeback	\$ 0 *1	(2,921,500)	(2,921,500)
Salaries	3,666,313	6,676,134	7,272,126
Wages	275,566	400,800	370,800
Benefits	1,884,720	3,394,668	3,653,587
<b>TOTAL PERSONNEL</b>	<b>5,826,598</b>	<b>7,550,102</b>	<b>8,375,013</b>
Materials and Supplies	23,740	20,270	23,995
Maintenance and Operations	84,943	79,265	87,540
Utilities	85,796	86,000	101,000
Professional/Technical Services	371,111	517,100	540,600
Other Expenses	1,188,692	1,113,745	965,245
<b>TOTAL SUPPLIES AND SERVICES</b>	<b>1,754,281</b>	<b>1,816,380</b>	<b>1,718,380</b>
Capital Outlay	0	70,000	0
Interfund Expenditures	26,073	34,000	36,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 7,606,953</b>	<b>9,470,482</b>	<b>10,129,393</b>

- \*1 Actual Labor Chargeback is accounted for net of salaries.

REVENUES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
General Licenses & Permits	\$ 1,250,893	985,000	985,000
General Service Charges	2,088,093	1,257,000	1,257,000
Miscellaneous Revenue	5,472	10,000	10,000
<b>TOTAL REVENUES</b>	<b>\$ 3,344,458</b>	<b>2,252,000</b>	<b>2,252,000</b>

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**PUBLIC WORKS—PUBLIC SERVICES  
DIVISION SUMMARY**

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DIVISION MANAGER—ASSISTANT PUBLIC WORKS DIRECTOR

DIVISION OVERVIEW

Safety and Administration manages the occupational safety program for the Public Works and Community Services Departments, including accident and illness prevention, workplace safety training, and emergency response planning. Administration manages customer service programs, including graffiti abatement and abandoned shopping cart retrieval.

Engineering and Environmental Compliance is responsible for the design and permitting of all landfill postclosure systems and meeting regulatory guidelines for landfill maintenance. This section also administers planning, design and construction of utility capital improvement projects and reviews development projects impact to City utilities. Recently, a new position has been added to manage the City's sea level rise capital program and regional collaboration efforts.

Utilities Maintenance manages the City's water, recycled water, wastewater, and stormwater systems. The Water Operation installs, operates, and maintains the equipment and facilities to distribute approximately 7 million gallons of water per day to approximately 18,000 customers in the Mountain View service area. The Water Operation also operates and maintains the City's recycled water system. Water Distribution also manages the City's water and recycled water supply contracts with regional wholesalers and implements water conservation efforts. The Wastewater Operation installs, operates, and maintains the sanitary sewer and storm drain systems. Sanitary sewer activities include installing sewer laterals, cleanouts, and connections; clearing sewer blockages; televised inspections of the sewer pipelines, and pumping sewage to the Palo Alto Regional Water Quality Control Plant. Storm drain activities include cleaning storm lines and catch basins, maintaining City retention basins, and operating pump stations.

The Streets and Landfill Postclosure Maintenance Section maintains and repairs the City's improved and unimproved streets, sidewalks, curbs and gutters, bikeways, public parking lots, and parking lots at City facilities. Street Maintenance also maintains the striping and markings on streets, curbs, and public parking lots; and installs, maintains, and repairs City street signs and streetlights. Landfill Maintenance operates the Flare Station, microturbines, and leachate and gas extraction system, and maintains the landfill cap. They also monitor and sample air and groundwater to meet landfill postclosure regulatory requirements.

MAJOR DIVISION CHANGES

- General Operating Fund:
  - Gas and Electricity Cost Increase: \$17,400
  - Provides increased funding for higher gas and electricity costs.
  
- General Non-Operating Fund:
  - Program for Sidewalk Ramping, Grinding, and Inspecting (limited-period): \$75,000
  - Provides funding to hire hourly seasonal workers to continue performing sidewalk ramping and grinding operations, including bimonthly sidewalk inspections to target areas needing repair.

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**PUBLIC WORKS—PUBLIC SERVICES  
DIVISION SUMMARY**

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- Shoreline Regional Park Community Fund:  
  
Senior Civil Engineer—Engineering and Environmental Compliance Section Position (limited-period) (\$212,300 offset by charges to CIPs): \$ 70,800  
  
Provides funding for a Senior Civil Engineer position to manage capital improvement projects relating to flood management and sea level rise.  
  
Hourly Staff to Support Engineering and Environmental Compliance Section (limited-period): \$30,000  
  
Provides funding for hourly staff to support the Engineering and Environment Compliance Section. Split with Shoreline Regional Park Community Fund, Water Fund, and Wastewater Fund.  
  
Gas and Electricity Cost Increase: \$10,000  
  
Provides increased funding for higher gas and electricity costs.
  
- Water Fund:  
  
Reclassification of Water Resources Technician to Analyst I/II: \$31,100  
  
Provides funding to reclassify one Water Resources Technician to Analyst I/II. This position provide higher levels of analysis relating to new water resources regulations.  
  
Citywide Membership: \$15,000  
  
Provides increased funding for the City’s membership dues for the Bay Area Water Supply and Conservation Agency (BAWSCA).  
  
Hourly Staff to Support Engineering and Environmental Compliance Section (limited-period): \$15,000  
  
Provides funding for hourly staff to support the Engineering and Environment Compliance Section. Split with Shoreline Regional Park Community Fund, Water Fund, and Wastewater Fund.  
  
Gas and Electricity Cost Increase: \$3,400  
  
Provides increased funding for higher gas and electricity costs.

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**PUBLIC WORKS—PUBLIC SERVICES  
DIVISION SUMMARY**

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- Wastewater Fund:
  - Gas and Electricity Cost Increase: \$16,900  
Provides increased funding for higher gas and electricity costs.
  - Hourly Staff to Support Engineering and Environmental Compliance Section (limited-period): \$15,000  
Provides funding for hourly staff to support the Engineering and Environment Compliance Section. Split with Shoreline Regional Park Community Fund, Water Fund, and Wastewater Fund.
  - City Utility Cost Increase: \$800  
Provides increased funding for City utility services used by City departments based on usage and utility rate adjustments.
  
- Solid Waste Fund:
  - Gas and Electricity Cost Increase: \$14,000  
Provides increased funding for higher gas and electricity costs.
  - Zero Waste Plan Initiative: \$10,000  
Provides new funding to implement the Zero Waste Plan Initiative as it relates to increasing compost utilization.
  - City Utility Cost Increase: \$1,400  
Provides increased funding for City utility services used by City departments based on usage and utility rate adjustments.

**PUBLIC WORKS - PUBLIC SERVICES  
DIVISION SUMMARY**

POSITIONS	2021-22 ADJUSTED	2022-23 ADOPTED	2023-24 ADOPTED
Total Regular	67	69 *2	69
Total Part-Time Hourly	0.50	0.50	0.50
<b>TOTAL POSITIONS</b>	<b>67.50 *1</b>	<b>69.50 *3</b>	<b>69.50</b>

\*1 In addition there is a limited-period Jr/Asst/Associate Civil Engineer position.

\*2 Addition of a Senior Information Technology Analyst and a Jr/Asst/Associate Civil Engineer.

\*3 In addition there is a limited-period Senior Civil Engineer position.

EXPENDITURES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Salaries	\$ 7,177,224	8,681,044	9,159,387
Wages	131,901	99,505	160,694
Benefits	4,259,623	5,299,474	5,408,094
<b>TOTAL PERSONNEL</b>	<b>11,568,748</b>	<b>14,080,023</b>	<b>14,728,175</b>
Materials and Supplies	755,979	737,560	715,260
Maintenance and Operations	33,084	58,890	43,690
Utilities	31,721,827	43,919,354	47,349,813
Professional/Technical Services	1,390,756	1,780,550	1,845,603
Other Expenses	507,207	467,728	458,175
<b>TOTAL SUPPLIES AND SERVICES</b>	<b>34,408,853</b>	<b>46,964,082</b>	<b>50,412,541</b>
Capital Outlay	40,799	50,000	600,000
Interfund Expenditures	817,600	918,000	977,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 46,835,999</b>	<b>62,012,105</b>	<b>66,717,716</b>

REVENUES	2021-22 ACTUAL	2022-23 ADOPTED	2023-24 RECOM.
Water Service Charges	\$ 33,659,599	36,691,000 *1	36,499,000 *3
Wastewater Service Charges	26,558,561	28,411,000 *2	30,335,000 *4
Recycled Water Charges	958,675	895,000 *1	1,020,000 *3
Miscellaneous Revenue	944,921	520,000	520,000
Interfund Revenue Transfers	32,400	32,400	32,400
<b>TOTAL REVENUES</b>	<b>\$ 62,154,156</b>	<b>66,549,400</b>	<b>68,406,400</b>

\*1 Includes rate increase of 12% for average cost of water and meter rates and 5% for recycled water.

\*2 Includes rate increase of 8%.

\*3 Includes rate increase of 8% for average cost of water and meter rates and 5% for recycled water.

\*4 Includes rate increase of 6%.

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**NOTES**

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# **FUND SCHEDULES**

**CITY OF MOUNTAIN VIEW  
FUND STRUCTURE OUTLINE AND DESCRIPTION OF FUNDS**

**GOVERNMENTAL FUNDS:**

GENERAL FUND

General Operating (101000)	Operations of the City which are not recorded in other funds.
Development Services (101102)	City's operation of development services.
Shoreline Golf Links/Restaurant (213000, 213005)	City's operation of the municipal golf course.

GENERAL FUND RESERVES

Reserves (101103-101151)	Committed for specific purposes or to fund liabilities.
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SPECIAL REVENUE

Gas Tax (201000, 201001, 201002)	Expenditures restricted to specific purposes as prescribed by law, primarily road construction, maintenance and certain administrative costs.
Other Streets & Transportation (202000, 202001)	Voter approved fee to fund local road improvements and repairs.
Construction/Conveyance Tax (204000)	Revenues derived from fees authorized by Mountain View City Code restricted for implementation of the Capital Improvement Program.
Public Benefit In Lieu (206000-206004)	Developer fees in-lieu of providing improvements necessitated by their development.
Other Transportation Developer Fees (206010, 206020)	Developer fees for transportation improvements related to new development.
Housing - Below-Market-Rate Housing (207000)/ Housing Impact (207002)/Rental Housing Impact (207003)/General Fund Housing (207005)	Developer fees in-lieu of providing affordable housing and nonresidential development fees restricted to increase/improve the supply of very low to moderate income housing. GOF contribution for low and moderate-income housing.
Comm Stabilization & Fair Rent Act (CSFRA)/ Rental Housing Committee (208000)	Community Stabilization and Fair Rent Act (CSFRA) funds related to stabilization of rents and provision of just cause eviction protections.
Mobile Home Rent Stabilization Ordinance (MHRSO) (209000)	Stabilization of rents for mobile homes and mobile home spaces.
Successor Housing Agency (210001)	City designated as Housing Successor Agency to dissolved RDA.
Downtown Benefit Assessment Districts (214000, 214001, 214002)	Operations of a Maintenance Assessment District, a Business Improvement District created for specific areas downtown, and collection of Parking in-lieu fees (restricted for construction of new parking spaces).
General Special Purpose (215001, 215002)	Fees paid for replacement trees and CASp Program.
Supplemental Law Enforcement Services (221000)	State Supplemental Law Enforcement Services (COPS) grant restricted to fund law enforcement services.
Community Development Block Grant (222001, 222003)	Federal Community Development Block Grant and Home Investment Partnership Program funds.
Cable Television (231001)	Cable Public, Education and Government (PEG) funds restricted for related expenditures.
Shoreline Regional Park Community (258000, 258001, 258002, 258003, 258005, 258007, 258008)	Created by State legislation. Tax increment and other revenue generated by the activities of the Shoreline Community are restricted to the development and support of the Shoreline Community and surrounding North Bayshore Area.

CAPITAL PROJECTS

Storm Drain Construction (412000)	Revenues derived from off-site drainage fees authorized by Mountain View City Code Section 28.51 and restricted for storm drainage capital improvements.
Park Land Dedication (413000)	Revenues derived from fees authorized by Chapter 41 of the Mountain View City Code restricted for park and recreation projects.

**PROPRIETARY FUNDS:**

ENTERPRISE

Water (601000, 601001, 601004, 601010)	Operation and maintenance of all facilities required to supply, distribute and meter potable and recycled water.
Wastewater (602000, 602001, 602003, 602004, 602005, 602010, 602030)	Operation and maintenance of all facilities required to transport and process wastewater.
Solid Waste Management (610000, 610001, 610004, 610005)	Collection, transportation, recycling and disposal services of the City and two of the City's landfill postclosure maintenance activities.

INTERNAL SERVICE

Equipment Maintenance & Replacement (701000, 701001)	Centralized fleet maintenance services and certain equipment replacement.
Workers' Compensation Self-Insurance (751000)	City's workers' compensation self insurance program.
Unemployment Self-Insurance (752000)	City's unemployment self insurance program.
Liability Insurance (754000)	City's liability self insurance program.
Retirees' Health Insurance (756000)	City's retirees' health insurance program.
Employee Benefits Self-Insurance (759000)	City's employee benefits self insurance program (vision and other misc benefits).

RECOMMENDED FISCAL YEAR 2023-24 BUDGET - FUND GROUP SUMMARIES

	BEGINNING		TOTAL		DEBT
	<u>BALANCE</u>	<u>REVENUES</u>	<u>AVAILABLE</u>	<u>EXPENDITURES</u>	<u>SERVICE</u>
<u>GENERAL FUND</u>					
General Operating	\$ 0	180,845,980	180,845,980	159,454,630	0
Development Services	14,567,317	15,201,100	29,768,417	17,671,719	0
Shoreline Golf Links/Restaurant	116,847	4,929,300	5,046,147	4,349,860	0
TOTAL	\$ 14,684,164	200,976,380	215,660,544	181,476,209	0
<u>SPECIAL REVENUE</u>					
Gas Tax	\$ 3,054,626	4,522,400	7,577,026	0	0
Other Streets & Transportation	477,508	2,825,900	3,303,408	100,000	0
Construction/Conveyance Tax	6,611,532	6,131,000	12,742,532	0	0
Public Benefit In Lieu	31,629,623	1,304,300	32,933,923	2,500,000	0
Other Transportation Developer Fees	3,427,992	143,900	3,571,892	0	0
Housing	85,514,389	3,405,200	88,919,589	53,061,594	0
CSFRA/Rental Housing Committee	1,311,736	1,641,700	2,953,436	2,051,016	0
Mobile Home Rent Stabilization Ordinance	11,056	336,640	347,696	345,881	0
Successor Housing Agency	296,534	7,200	303,734	0	0
Downtown Benefit Assessment Districts	22,016,521	2,225,500	24,242,021	575,564	0
General Special Purpose	268,166	65,900	334,066	134,554	0
Supplemental Law Enforcement Services	0	175,000	175,000	175,000	0
Community Development Block Grant	2,661,097	2,096,408	4,757,505	3,205,386	0
Cable Television	752,550	170,000	922,550	195,000	0
Shoreline Regional Park Community	89,038,469	68,228,400	157,266,869	31,581,591	6,147,262
TOTAL	\$ 247,071,799	93,279,448	340,351,247	93,925,586	6,147,262
<u>CAPITAL PROJECTS</u>					
Storm Drain Construction	\$ 462,649	39,000	501,649	0	0
Park Land Dedication	58,448,557	3,259,700	61,708,257	0	0
TOTAL	\$ 58,911,206	3,298,700	62,209,906	0	0
<u>ENTERPRISE</u>					
Water	\$ 39,298,838	39,820,400	79,119,238	45,166,137	630,575
Wastewater	47,648,674	31,726,200	79,374,874	30,938,491	852,361
Solid Waste Management	18,594,652	16,075,700	34,670,352	22,106,813	0
TOTAL	\$ 105,542,164	87,622,300	193,164,464	98,211,441	1,482,936
<u>INTERNAL SERVICE</u>					
Equipment Maintenance & Replacement	\$ 29,042,995	7,638,900	36,681,895	13,918,112	0
Workers' Compensation Self- Insurance	12,934,292	2,422,900	15,357,192	2,592,500	0
Unemployment Self- Insurance	564,256	36,600	600,856	127,250	0
Liability Insurance	3,546,394	5,087,300	8,633,694	5,087,300	0
Retirees' Health Insurance	365,421	5,909,250	6,274,671	5,934,250	0
Employee Benefits Self- Insurance	504,459	75,600	580,059	114,500	0
TOTAL	\$ 46,957,817	21,170,550	68,128,367	27,773,912	0
<u>GENERAL FUND RESERVES</u>					
TOTAL	\$ 161,002,119	39,474,781	200,476,900	23,757,380	0
GRAND TOTAL	\$ 634,169,269	445,822,159	1,079,991,428	425,144,528	7,630,198

RECOMMENDED FISCAL YEAR 2023-24 BUDGET - FUND GROUP SUMMARIES (continued)

	CAPITAL PROJECTS	INTERFUND TRANSFERS	TOTAL EXPENDITURES	OTHER	ENDING BALANCE
<u>GENERAL FUND</u>					
General Operating	\$ 0	15,392,460	174,847,090	0	5,998,890
Development Services	0	205,120	17,876,839	(11,398,776)	492,802
Shoreline Golf Links/Restaurant	0	322,820	4,672,680	0	373,467
TOTAL	\$ 0	15,920,400	197,396,609	(11,398,776)	6,865,159
<u>SPECIAL REVENUE</u>					
Gas Tax	\$ 2,968,000	1,373,800	4,341,800	0	3,235,226
Other Streets & Transportation	2,761,000	0	2,861,000	0	442,408
Construction/Conveyance Tax	6,375,000	0	6,375,000	0	6,367,532
Public Benefit In Lieu	17,126,000	0	19,626,000	0	13,307,923
Other Transportation Developer Fees	0	0	0	0	3,571,892
Housing	0	4,080	53,065,674	(194,275)	35,659,640
CSFRA/Rental Housing Committee	0	10,820	2,061,836	(412,367)	479,233
Mobile Home Rent Stabilization Ordinance	0	1,030	346,911	0	785
Successor Housing Agency	0	0	0	0	303,734
Downtown Benefit Assessment Districts	0	109,740	685,304	(9,237,383)	14,319,334
General Special Purpose	0	0	134,554	0	199,512
Supplemental Law Enforcement Services	0	0	175,000	0	0
Community Development Block Grant	0	0	3,205,386	(1,552,119)	0
Cable Television	0	0	195,000	0	727,550
Shoreline Regional Park Community	22,109,000	194,630	60,032,483	(39,590,650)	57,643,736
TOTAL	\$ 51,339,000	1,694,100	153,105,948	(50,986,794)	136,258,505
<u>CAPITAL PROJECTS</u>					
Storm Drain Construction	\$ 234,000	0	234,000	0	267,649
Park Land Dedication	8,000,000	0	8,000,000	(5,592,547)	48,115,710
TOTAL	\$ 8,234,000	0	8,234,000	(5,592,547)	48,383,359
<u>ENTERPRISE</u>					
Water	\$ 9,456,000	438,680	55,691,392	(18,831,809)	4,596,037
Wastewater	10,445,000	253,930	42,489,782	(28,274,695)	8,610,397
Solid Waste Management	320,000	178,980	22,605,793	(5,021,448)	7,043,111
TOTAL	\$ 20,221,000	871,590	120,786,967	(52,127,952)	20,249,545
<u>INTERNAL SERVICE</u>					
Equipment Maintenance & Replacement	\$ 0	41,410	13,959,522	(22,508,468)	213,905
Workers' Compensation Self- Insurance	0	0	2,592,500	(7,865,989)	4,898,703
Unemployment Self- Insurance	0	0	127,250	0	473,606
Liability Insurance	0	0	5,087,300	(1,431,255)	2,115,139
Retirees' Health Insurance	0	0	5,934,250	0	340,421
Employee Benefits Self- Insurance	0	0	114,500	0	465,559
TOTAL	\$ 0	41,410	27,815,322	(31,805,712)	8,507,333
<u>GENERAL FUND RESERVES</u>					
TOTAL	\$ 22,481,000	14,975,875	61,214,255	(42,798,822)	96,463,823
<u>GRAND TOTAL</u>	\$ 102,275,000	33,503,375	568,553,101	(194,710,603)	316,727,724

GENERAL OPERATING FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2021-22</u>	Adopted Budget <u>2022-23</u>	Estimated <u>2022-23</u>	Recom. Budget <u>2023-24</u>
Revenues and Sources of Funds:				
Property Taxes	\$ 63,996,035	69,232,000	70,237,641	74,558,000
Sales Tax	23,376,289	21,960,000	25,148,000	25,137,000
Other Local Taxes	18,663,267	19,124,000	24,819,000	22,933,000
Use of Money & Property	24,529,933	24,892,650	26,256,370	28,154,750
Licenses, Permits & Franchise Fees/ Fines & Forfeitures	5,935,691	6,472,150	6,542,540	6,738,350
Intergovernmental	1,986,116	711,900	719,993	738,500
Charges for Services	3,036,935	2,857,500	3,156,050	3,440,200
Miscellaneous Revenue	4,133,001	1,892,000	3,247,324	2,429,600
Interfund Revenues & Transfers	<u>17,718,488</u>	<u>16,693,760</u>	<u>18,041,310</u>	<u>16,716,580</u>
Total	<u>163,375,755</u>	<u>163,835,960</u>	<u>178,168,228</u>	<u>180,845,980</u>
Expenditures and Uses of Funds:				
Operations:				
Salaries and Benefits	110,238,084	126,525,852	118,674,255	137,663,029
Supplies and Services	18,784,422	21,830,352	23,585,150	25,171,051
Capital Outlay	609,514	229,200	607,844	506,000
Debt Service Payments	0	1,000,000	0	0
Self Insurance	4,075,281	2,664,300	2,664,300	2,614,550
Transfer to Housing Fund	653,713	646,100	626,800	536,000
Transfer to Budget Contingency Res	2,782,757	2,763,200	3,916,958	3,949,100
Transfer to Transportation Reserve	4,821,701	4,760,800	4,606,400	3,880,000
Transfer to Capital Improvement Res	1,615,000	1,678,000	1,678,000	1,741,000
Transfer to Equip Replace Res	2,244,550	2,381,680	2,381,680	2,286,360
Projected Operating Budget Savings	<u>0</u>	<u>(6,000,000)</u>	<u>0</u>	<u>(6,500,000)</u>
Total	145,825,022	158,479,484	158,741,387	171,847,090
Revenues and Sources Over (Under)				
Expenditures and Uses	17,550,733	5,356,476	19,426,841	8,998,890
Transfer to General Non-Oper Fund	(17,563,918)	0	0	0
Transfer to General Fund Reserve <sup>(1)</sup>	0	(1,600,000)	(1,600,000)	(3,000,000)
Transfer to Capital Improvement Res	0	0	(4,000,000)	0
Transfer to SPAR	0	0	(3,000,000)	0
Transfer to Budget Contingency Fund	0	0	(1,000,000)	0
Transfer to Liability Fund	0	0	(1,000,000)	0
CalPERS Contribution	0	0	(2,000,000)	0
Change in Assets, Liabilities and Reserve for Enc, Grants & Donations	13,185	0	0	0
Beginning Balance, July 1	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Ending Balance, June 30 <sup>(2)</sup>	<u>\$ 0</u>	<u>3,756,476</u>	<u>6,826,841</u>	<u>5,998,890</u>

(1) Funding to bring the GOF Reserve to above the minimum 20% of policy level range of 20%-25% of net adopted expenditures.

(2) Balance less any reserves for encumbrances, grants, donations, and changes in assets and liabilities, is transferred to various reserves after the end of the fiscal year.

The General Operating Fund accounts for the operations of the City which are not recorded in other funds.

GENERAL FUND: DEVELOPMENT SERVICES

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2021-22</u>	Adopted Budget <u>2022-23</u>	Estimated <u>2022-23</u>	Recom. Budget <u>2023-24</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 406,943	275,000	418,900	424,000
Licenses & Permits	6,248,019	8,075,100	6,082,921	8,125,100
Charges for Services	7,369,606	5,712,000	5,774,634	5,842,000
Land Use Documents	1,073,255	600,000	1,001,287	800,000
Capital Projects Refunds	90,977	0	0	0
Other Revenues	<u>1,651,632</u>	<u>10,000</u>	<u>117,457</u>	<u>10,000</u>
Total	<u>16,840,432</u>	<u>14,672,100</u>	<u>13,395,199</u>	<u>15,201,100</u>
Expenditures and Uses of Funds:				
Operations	13,406,757	17,170,572	18,768,391	17,810,169
Capital Projects	1,259,000	515,000	515,000	0
General Fund Administration	1,866,500	1,885,200	1,885,200	1,904,100
Self Insurance	229,070	293,480	293,480	457,450
Transfer to Comp Absences Res	160,000	223,000	223,000	85,000
Transfer to Equip Replace Res	102,240	114,820	114,820	120,120
Budget Savings	<u>0</u>	<u>0</u>	<u>0</u>	<u>(2,500,000)</u>
Total	<u>17,023,567</u>	<u>20,202,072</u>	<u>21,799,891</u>	<u>17,876,839</u>
Revenues and Sources Over (Under) Expenditures and Uses	(183,135)	(5,529,972)	(8,404,692)	(2,675,739)
Beginning Balance, July 1	23,155,144	22,972,009	22,972,009	14,567,317
Reserve for Land Use Documents	<u>(9,597,489)</u>	<u>(10,197,489)</u>	<u>(10,598,776)</u>	<u>(11,398,776)</u>
Ending Balance, June 30	\$ <u><u>13,374,520</u></u>	<u><u>7,244,548</u></u>	<u><u>3,968,541</u></u>	<u><u>492,802</u></u>

All development related activities are consolidated into the Development Services Fund to more accurately align all development related revenues and expenditures. The City Council has committed the revenues generated from these permits and charges to fund these expenditures.

GENERAL FUND: SHORELINE GOLF LINKS/MICHAELS AT SHORELINE RESTAURANT

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2021-22</u>	Adopted Budget <u>2022-23</u>	Estimated <u>2022-23</u>	Recom. Budget <u>2023-24</u>
Revenues and Sources of Funds:				
Golf Course Revenue	\$ 3,090,554	3,001,000	2,872,526	3,120,500
Restaurant Revenue	<u>748,397</u>	<u>1,404,000</u>	<u>1,246,130</u>	<u>1,808,800</u>
Total Golf	<u>3,838,951</u>	<u>4,405,000</u>	<u>4,118,656</u>	<u>4,929,300</u>
Expenditures and Uses of Funds:				
Golf Operations	2,034,849	2,262,267	2,265,720	2,454,313
Restaurant Operations	1,153,332	1,256,434	1,269,880	1,662,487
Management Fee to Touchstone	120,000	120,000	120,000	120,000
General Fund Administration	108,600	109,700	109,700	110,800
Self Insurance	1,320	1,700	1,700	2,260
Transfer to Equip Replace Res	<u>223,120</u>	<u>230,360</u>	<u>230,360</u>	<u>172,820</u>
Total	<u>3,641,221</u>	<u>3,980,461</u>	<u>3,997,360</u>	<u>4,522,680</u>
Revenues and Sources Over (Under) Expenditures and Uses	197,730	424,539	121,296	406,620
Transfer to General Operating Fund	(150,000)	(150,000)	(150,000)	(150,000)
Beginning Balance, July 1	<u>97,821</u>	<u>145,551</u>	<u>145,551</u>	<u>116,847</u>
Ending Balance, June 30*	\$ <u><u>145,551</u></u>	<u><u>420,090</u></u>	<u><u>116,847</u></u>	<u><u>373,467</u></u>

Shoreline Golf Links/Michaels at Shoreline Restaurant includes revenues and expenditures related to the operation of the golf course and restaurant. Effective January 8, 2012 the City entered into an Operating Management Agreement with Touchstone Golf, LLC. On 10/23/18, City Council approved amending the operating agreement with Touchstone to include management of Michaels at Shoreline Restaurant. The amended operating agreement began January 1, 2019.

\* Balance remaining for cash and encumbrances set aside for Touchstone future operations and contingencies.

GAS TAX FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2021-22</u>	Adopted Budget <u>2022-23</u>	Estimated <u>2022-23</u>	Recom. Budget <u>2023-24</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 108,089	94,800	179,400	245,900
2103 Funds <sup>1</sup>	654,749	721,000	695,000	748,000
2105 Funds <sup>2</sup>	459,589	534,000	482,000	495,000
2106 Funds <sup>3</sup>	273,941	312,000	288,000	292,000
2107 Funds <sup>3</sup>	549,515	634,000	656,000	661,000
2107.5 Funds <sup>4</sup>	7,500	7,500	7,500	7,500
Road Repair & Acct. Act 2017 <sup>5</sup>	<u>1,679,013</u>	<u>1,888,000</u>	<u>1,823,000</u>	<u>2,073,000</u>
Total	<u>3,732,396</u>	<u>4,191,300</u>	<u>4,130,900</u>	<u>4,522,400</u>
Expenditures and Uses of Funds:				
Capital Projects	1,591,000	2,144,000	2,144,000	2,968,000
Transfer to General Oper Fund	<u>1,346,700</u>	<u>1,360,200</u>	<u>1,360,200</u>	<u>1,373,800</u>
Total	<u>2,937,700</u>	<u>3,504,200</u>	<u>3,504,200</u>	<u>4,341,800</u>
Revenues and Sources Over (Under)				
Expenditures and Uses	794,696	687,100	626,700	180,600
Beginning Balance, July 1	<u>1,633,230</u>	<u>2,427,926</u>	<u>2,427,926</u>	<u>3,054,626</u>
Ending Balance, June 30	<u>\$ 2,427,926</u>	<u>3,115,026</u>	<u>3,054,626</u>	<u>3,235,226</u>

1. Section 2103 Funds: Expenditure of apportioned funds may be made for any street purpose (including debt service). Funds are apportioned to the City based on population.
2. Section 2105 Funds: Expenditure of apportioned funds may be made for any street purpose and funds are apportioned to the City on a per capita basis.
3. Section 2106 and 2107 Funds: Expenditure of apportioned funds may be made for any street purpose. This includes construction, purchase of right-of-way, or maintenance. Funds are apportioned as follows: (a) 2106: \$4,800 fixed amount and a per capita distribution; (b) 2107: a per capita distribution and interest earnings.
4. Section 2107.5 Funds-Engineering: Funds are required to be used exclusively for engineering and administrative costs associated with streets and roads. The amount of \$7,500 is apportioned to the City based on population.
5. Road Repair and Accountability Act (RRAA) 2017: SB 1 is an increase in diesel excise and sales taxes, gasoline excise tax, the assessment of an annual Transportation Improvement fee based on the value of the vehicle and an annual \$100 Zero Emissions Vehicle fee.

Revenues received are restricted for specific purposes as prescribed by law; primarily road construction, maintenance/repair of roads, highways, bridges and culverts, improvement of public transportation, trade corridors, and infrastructure promoting walking and bicycling, reduction of congestion on major corridors, and certain administrative costs. All expenditures are audited by the State Controller's Office and RRAA expenditures are to be reported to the California Transportation Commission.

OTHER STREETS & TRANSPORTATION FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2021-22</u>	Adopted Budget <u>2022-23</u>	Estimated <u>2022-23</u>	Recom. Budget <u>2023-24</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 42,405	39,000	70,995	92,900
Vehicle Registration Fees	506,227	521,000	483,594	500,000
VTA 2016 Measure B	<u>259,261</u>	<u>2,613,000</u>	<u>202,948</u>	<u>2,233,000</u>
Total	<u>807,893</u>	<u>3,173,000</u>	<u>757,537</u>	<u>2,825,900</u>
Expenditures and Uses of Funds:				
Operations	26,265	0	124,916	100,000
Capital Projects	<u>1,102,000</u>	<u>3,163,000</u>	<u>776,947</u>	<u>2,761,000</u>
Total	<u>1,128,265</u>	<u>3,163,000</u>	<u>901,863</u>	<u>2,861,000</u>
Revenues and Sources Over (Under) Expenditures and Uses	(320,372)	10,000	(144,326)	(35,100)
Beginning Balance, July 1	<u>942,207</u>	<u>621,835</u>	<u>621,835</u>	<u>477,508</u>
Ending Balance, June 30	\$ <u><u>621,835</u></u>	<u><u>631,835</u></u>	<u><u>477,508</u></u>	<u><u>442,408</u></u>

In November 2010 Santa Clara County voters approved a measure to increase the Vehicle Registration Fee (VRF) by \$10.00 annually for transportation related projects. These funds will be managed by the Santa Clara County Valley Transportation Authority (VTA) and allocated based on city population and County of Santa Clara road and expressway lane mileage.

In November 2016 Santa Clara County voters approved Measure B, a 30 year half-cent countywide sales tax to enhance transit, highways, expressways and active transportation (bicycles, pedestrians and complete streets). Eligible projects include BART Silicon Valley Phase II, Caltrain Corridor Capacity Improvements and grade separations, and bike ped improvements. The amount of revenue budgeted reflects funding for approved projects. However, funds are received on a reimbursement basis.

CONSTRUCTION/CONVEYANCE TAX FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2021-22</u>	Adopted Budget <u>2022-23</u>	Estimated <u>2022-23</u>	Recom. Budget <u>2023-24</u>
Revenues and Sources of Funds:				
Real Property Conveyance Tax	\$ 10,245,596	5,500,000	4,000,000	5,000,000
Construction Tax - Other	46,795	4,000	11,000	4,000
Investment Earnings	550,481	512,000	824,800	1,127,000
Capital Projects Refunds	<u>558,060</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	<u>11,400,932</u>	<u>6,016,000</u>	<u>4,835,800</u>	<u>6,131,000</u>
Expenditures and Uses of Funds:				
Capital Projects	<u>6,666,000</u>	<u>13,145,000</u>	<u>14,554,242</u>	<u>6,375,000</u>
Total	<u>6,666,000</u>	<u>13,145,000</u>	<u>14,554,242</u>	<u>6,375,000</u>
Revenues and Sources Over (Under) Expenditures and Uses	4,734,932	(7,129,000)	(9,718,442)	(244,000)
Beginning Balance, July 1	<u>11,595,042</u>	<u>16,329,974</u>	<u>16,329,974</u>	<u>6,611,532</u>
Ending Balance, June 30	<u>\$ 16,329,974</u>	<u>9,200,974</u>	<u>6,611,532</u>	<u>6,367,532</u>

The Construction Tax and Real Property Conveyance Tax Fund revenues are derived from fees authorized by Mountain View City Code, Sections 29.56 and 29.63 respectively. When a transfer of ownership occurs the Real Property Conveyance Tax is assessed at \$3.30 for each \$1,000 of real property value located in the City. All revenues of this fund are restricted for implementation of the City's Capital Improvements Program, including servicing bonds issued in connection with said improvements.

PUBLIC BENEFIT IN LIEU FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2021-22</u>	Adopted Budget <u>2022-23</u>	Estimated <u>2022-23</u>	Recom. Budget <u>2023-24</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 404,466	331,400	994,300	1,304,300
PB In Lieu Contributions*	<u>23,337,000</u>	<u>0</u>	<u>1,538,972</u>	<u>0</u>
Total	<u>23,741,466</u>	<u>331,400</u>	<u>2,533,272</u>	<u>1,304,300</u>
Expenditures and Uses of Funds:				
Expenditures	0	0	0	2,500,000
Capital Projects	<u>7,800,000</u>	<u>7,230,000</u>	<u>7,230,000</u>	<u>17,126,000</u>
Total	<u>7,800,000</u>	<u>7,230,000</u>	<u>7,230,000</u>	<u>19,626,000</u>
Revenues and Sources Over (Under) Expenditures and Uses	15,941,466	(6,898,600)	(4,696,728)	(18,321,700)
Beginning Balance, July 1	<u>20,384,885</u>	<u>36,326,351</u>	<u>36,326,351</u>	<u>31,629,623</u>
Ending Balance, June 30	<u>\$ 36,326,351</u>	<u>29,427,751</u>	<u>31,629,623</u>	<u>13,307,923</u>

A developer may be required to provide public benefits, such as area improvements or affordable housing, as a result of their development project. A developer may pay a fee in lieu of providing these public benefits which will then be used by the City to provide improvements in the general area of the development as approved by the City Council.

\* As revenues are dependent upon the level and type of development, future fee revenues are not projected or budgeted in advance.

OTHER TRANSPORTATION DEVELOPER FEES FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2021-22</u>	Adopted Budget <u>2022-23</u>	Estimated <u>2022-23</u>	Recom. Budget <u>2023-24</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 35,267	32,400	105,200	143,900
Citywide Transportation Impact Fees*	<u>762,263</u>	<u>0</u>	<u>1,089,604</u>	<u>0</u>
Total	<u>797,530</u>	<u>32,400</u>	<u>1,194,804</u>	<u>143,900</u>
Expenditures and Uses of Funds:				
Capital Projects	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Revenues and Sources Over (Under) Expenditures and Uses	797,530	32,400	1,194,804	143,900
Beginning Balance, July 1	<u>1,435,658</u>	<u>2,233,188</u>	<u>2,233,188</u>	<u>3,427,992</u>
Ending Balance, June 30	\$ <u><u>2,233,188</u></u>	<u><u>2,265,588</u></u>	<u><u>3,427,992</u></u>	<u><u>3,571,892</u></u>

As authorized by Mountain View City Code, Chapter 36, Article XVI, Division 8 (Code), a developer may apply for a Transit (T) Overlay Zone and a Transit-Oriented Development (TOD) permit to increase the development density. A condition of the permit would require the provision of certain transit related improvements. A developer may pay the City in-lieu of providing these improvements. The TOD permits were removed from the Code with the adoption of the East Whisman Precise Plan.

In accordance with the Mitigation Fee Act and the Nexus Study, the Citywide Transportation Impact Fee was adopted by the City Council on September 11, 2018 and became effective November 24, 2018. This fee charges new development the fair-share cost of transportation improvements needed to mitigate the transportation impacts created by that development. On September 25, 2018, the City Council adopted an ordinance to add Chapter 43 to the Mountain View City Code to enact a Transportation Impact Fee on citywide development.

\* As revenues are dependent upon the conditions described above, future fee revenues are not projected or budgeted in advance.

HOUSING FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2021-22</u>	Adopted Budget <u>2022-23</u>	Estimated <u>2022-23</u>	Recom. Budget <u>2023-24</u>
<b>Revenues and Sources of Funds:</b>				
Investment Earnings	\$ 1,908,562	1,139,200	2,077,100	2,719,200
BMR Housing in Lieu Fees*	7,733,718	0	3,913,634	0
Housing Impact Fees*	16,459,010	0	0	0
Developer Fees	203,000	0	0	0
Transfer from General Oper Fund	653,713	646,100	626,800	536,000
Other Revenue	<u>300,000</u>	<u>150,000</u>	<u>235,795</u>	<u>150,000</u>
Total	<u>27,258,003</u>	<u>1,935,300</u>	<u>6,853,329</u>	<u>3,405,200</u>
<b>Expenditures and Uses of Funds:</b>				
Operations	944,336	2,141,822	1,442,629	3,406,894
Loan-950 W El Camino Real	0	0	4,713,796	0
Loan-1100 La Avenida	65,277	14,934,723	14,723,266	211,457
Loan-Lot 12	579,662	256,371	464,811	2,205,527
Loan-1265 Montecito Ave	89,063	1,135,644	1,078,574	14,832,363
Loan-1020 Terra Bella Ave	0	0	4,917	13,495,083
Loan-1012 Linda Vista Ave	0	0	1,353	9,998,647
Loan-96 W El Camino Real	0	0	1,227	7,998,773
Loan-901 E El Camino Real	0	0	0	888,000
Capital Projects	1,075,634	0	0	0
Self Insurance	14,540	18,630	18,630	24,850
Transfer to Comp Absences Res	7,000	4,000	4,000	1,000
Transfer to Equip Replace Res	<u>3,000</u>	<u>3,210</u>	<u>3,210</u>	<u>3,080</u>
Total	<u>2,778,512</u>	<u>18,494,400</u>	<u>22,456,412</u>	<u>53,065,674</u>
Revenues and Sources Over (Under)				
Expenditures and Uses	24,479,491	(16,559,100)	(15,603,083)	(49,660,474)
Beginning Balance, July 1	76,637,982	101,117,473	101,117,473	85,514,389
Reserved for Low-Mod Housing**	<u>(36,474,069)</u>	<u>(20,147,331)</u>	<u>(49,824,125)</u>	<u>(194,275)</u>
Ending Balance, June 30	\$ <u>64,643,404</u>	<u>64,411,042</u>	<u>35,690,264</u>	<u>35,659,640</u>

As authorized by Mountain View City Code section 36.40.10 the Below-Market-Rate (BMR) Housing Program requires that 15.0% of all new residential units or parcels within a development be affordable to low and moderate income households. As an alternative mitigation to providing units onsite, a developer may pay a fee in-lieu of providing these units which will then be used to provide affordable housing approved by the City Council. These revenues are restricted for expenditures related to the provision of low and moderate income housing. The City contracts with the HouseKeys, Inc for administrative support for this program.

In accordance with the Mountain View City Code section 36.40.65, the Housing Impact Program requires a fee to be imposed on all nonresidential developments. Expenditures are restricted for increasing and improving the supply of very low to moderate income housing and rental housing.

\* As revenues are dependent upon the type and timing of development, future fee revenues are not projected or budgeted in advance.

\*\* Represents the balance of funds committed by City Council for Notice of Funding Availability (NOFA) Projects taking into account funds expended, encumbered, and budgeted.

COMMUNITY STABILIZATION AND FAIR RENT ACT (CSFRA)/  
RENTAL HOUSING COMMITTEE (RHC) FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2021-22</u>	Adopted <sup>(1)</sup> Budget <u>2022-23</u>	Estimated <u>2022-23</u>	Recom. Budget <u>2023-24</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 20,357	15,300	20,070	27,100
Charges for Services	<u>1,486,513</u>	<u>1,435,200</u>	<u>1,500,107</u>	<u>1,614,600</u>
Total	<u>1,506,870</u>	<u>1,450,500</u>	<u>1,520,177</u>	<u>1,641,700</u>
Expenditures and Uses of Funds:				
Operations	1,195,677	1,783,241	1,465,448	1,850,456
General Fund Administration	266,320	253,150	253,150	155,380
Self Insurance	17,620	28,220	28,220	45,180
Transfer to Comp Absences Res	8,000	10,000	10,000	5,000
Transfer to Equip Replace Res	<u>3,330</u>	<u>4,990</u>	<u>4,990</u>	<u>5,820</u>
Total	<u>1,490,947</u>	<u>2,079,601</u>	<u>1,761,808</u>	<u>2,061,836</u>
Revenues and Sources Over (Under) Expenditures and Uses	15,923	(629,101)	(241,631)	(420,136)
Beginning Balance, July 1	1,537,443	1,553,366	1,553,366	1,311,736
Reserve/Rebudget Items	<u>(396,000)</u>	<u>(320,000)</u>	<u>(320,000)</u>	<u>(412,367)</u>
Ending Balance, June 30	<u>\$ 1,157,366</u>	<u>604,265</u>	<u>991,736</u>	<u>479,233</u>

On November 8, 2016 the residents of the City of Mountain View voted to adopt Measure V, also known as the Community Stabilization and Fair Rent Act (CSFRA), to stabilize rents and provide just cause eviction protections for certain rental units in Mountain View. The CSFRA created an entirely new program in the City of Mountain View and requires dedicated resources for its development, implementation, and administration. Section 1709(d) of the CSFRA empowers the RHC to establish a budget for the reasonable and necessary implementation of the provisions of the CSFRA, and Section 1709(j) requires the RHC to finance its reasonable and necessary expenses as necessary to ensure implementation of the CSFRA by charging landlords an annual Rental Housing Fee.

(1) Reflects the budget as adopted by the RHC on June 20, 2022 (adjusted for updated salary calculation).

MOBILE HOME RENT STABILIZATION ORDINANCE (MHRSO)

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2021-22</u>	Adopted Budget <u>2022-23</u>	Estimated <u>2022-23</u>	Recom. Budget <u>2023-24</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 2,666	500	8,000	11,200
Space Rental Fees	291,992	346,910	346,910	325,440
Prior Year Space Rental Fees	0	292,003	0	0
Transfer from General Non-Op Fund	<u>107,000</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	<u>401,658</u>	<u>639,413</u>	<u>354,910</u>	<u>336,640</u>
Expenditures and Uses of Funds:				
Operations	111,582	296,249	247,120	311,451
General Fund Administration	43,800	44,310	44,310	26,900
Self Insurance	0	5,700	5,700	7,530
Transfer to General Non Oper Fund	0	292,000	292,000	0
Transfer to Equip Replace Res	<u>0</u>	<u>1,000</u>	<u>1,000</u>	<u>1,030</u>
Total	<u>155,382</u>	<u>639,259</u>	<u>590,130</u>	<u>346,911</u>
Revenues and Sources Over (Under) Expenditures and Uses	246,276	154	(235,220)	(10,271)
Beginning Balance, July 1	<u>0</u>	<u>246,276</u>	<u>246,276</u>	<u>11,056</u>
Ending Balance, June 30	\$ <u><u>246,276</u></u>	<u><u>246,430</u></u>	<u><u>11,056</u></u>	<u><u>785</u></u>

On September 28, 2021, the City Council adopted an Ordinance enacting the Mobile Home Rent Stabilization Ordinance (MHRSO). This ordinance went into effect on October 28, 2021. The MHRSO creates a second rent stabilization program in the City comparable to the Community Stabilization and Fair Rent Act (CSFRA). The MRHSO in Section 46.9(8) assigns the Rental Housing Committee (RHC) powers to administer the MHRSO by establishing a budget for reasonable and necessary expenses and recouping these costs by charging space rental fee to Mobile Home Owners.

SUCCESSOR HOUSING AGENCY FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2021-22</u>	Adopted Budget <u>2022-23</u>	Estimated <u>2022-23</u>	Recom. Budget <u>2023-24</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ <u>170,731</u>	<u>18,800</u>	<u>24,000</u>	<u>7,200</u>
Total	<u>170,731</u>	<u>18,800</u>	<u>24,000</u>	<u>7,200</u>
Expenditures and Uses of Funds:				
Expenditures	<u>250,000</u>	<u>0</u>	<u>1,000,000</u>	<u>0</u>
Total	<u>250,000</u>	<u>0</u>	<u>1,000,000</u>	<u>0</u>
Revenues and Sources Over (Under) Expenditures and Uses	(79,269)	18,800	(976,000)	7,200
Beginning Balance, July 1	1,351,803	1,272,534	1,272,534	296,534
Reserved for Low-Mod Housing*	<u>(1,000,000)</u>	<u>(1,000,000)</u>	<u>0</u>	<u>0</u>
Ending Balance, June 30	\$ <u><u>272,534</u></u>	<u><u>291,334</u></u>	<u><u>296,534</u></u>	<u><u>303,734</u></u>

Effective February 1, 2012 all California redevelopment agencies, including the Mountain View Revitalization Authority (Authority), were dissolved pursuant to the Dissolution Act. On January 10, 2012 the City Council adopted resolution 17668 expressing the intent to serve as the Successor Housing Agency of the Authority pursuant to Health and Safety Code sections 34171(j), 34173 and 34176. The housing assets (e.g. long-term loans and bonds) were transferred to the Successor Housing Agency. Effective January 1, 2014, SB 341 required housing successors to follow new expenditure and accounting rules. If a housing successor has fulfilled all replacement, affordable housing production, and monitoring, database compilation and web site publication requirements, it may spend up to \$250,000 annually on homelessness prevention and rapid rehousing services.

\* Represents the reservation of funds by City Council at the May 19, 2020 Council meeting for a low- and moderate-income housing project.

DOWNTOWN BENEFIT ASSESSMENT DISTRICTS FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2021-22</u>	Adopted Budget <u>2022-23</u>	Estimated <u>2022-23</u>	Recom. Budget <u>2023-24</u>
<b>Revenues and Sources of Funds:</b>				
Property Taxes	\$ 1,118,867	1,094,700	1,168,700	1,142,600
Permit Revenues	(1,200)	156,000	292,549	300,000
Investment Earnings	155,881	145,700	234,800	319,900
Invest Earn on Parking In Lieu Fees	119,107	114,100	173,500	237,400
Homeowner's Tax Exemption	2,952	3,000	2,806	3,000
Maintenance Assessment District	157,609	158,600	158,600	158,600
Parking In Lieu Fees	170,076	0	61,228	0
Business Improvement Districts	42,593	44,000	43,735	44,000
Other Revenues	<u>6,201</u>	<u>20,000</u>	<u>12,300</u>	<u>20,000</u>
Total	<u>1,772,086</u>	<u>1,736,100</u>	<u>2,148,218</u>	<u>2,225,500</u>
<b>Expenditures and Uses of Funds:</b>				
Operations	393,157	472,151	286,471	482,724
Business Improvement Districts	42,643	44,000	43,735	44,000
Capital Projects from Parking In-Lieu Fees	0	1,000,000	1,000,000	0
General Fund Administration	45,200	45,700	45,700	46,200
Self Insurance	1,540	1,980	1,980	2,640
Transfer to General Oper Fund	108,400	108,400	108,400	108,400
Transfer to Compensated Absences Res	2,000	3,000	3,000	1,000
Transfer to Equip Replace Res	<u>300</u>	<u>360</u>	<u>360</u>	<u>340</u>
Total	<u>593,240</u>	<u>1,675,591</u>	<u>1,489,646</u>	<u>685,304</u>
Revenues and Sources Over (Under)				
Expenditures and Uses	1,178,846	60,509	658,572	1,540,196
Beginning Balance, July 1	20,179,103	21,357,949	21,357,949	22,016,521
Reserve for Future Parking Maint	(525,000)	(562,500)	(562,500)	(600,000)
Reserve for Future Parking (Parking In-Lieu Fees)	<u>(9,165,255) <sup>(1)</sup></u>	<u>(8,279,355) <sup>(1)</sup></u>	<u>(8,399,983) <sup>(1)</sup></u>	<u>(8,637,383) <sup>(1)</sup></u>
Ending Balance, June 30	<u>\$ 11,667,694 <sup>(1)</sup></u>	<u>12,576,603 <sup>(1)</sup></u>	<u>13,054,038 <sup>(1)</sup></u>	<u>14,319,334 <sup>(1)</sup></u>

The Parking District (District) is a maintenance assessment district in the downtown Castro Street area created to provide and maintain parking lots and structures. In addition to property taxes and permit revenues, an annual assessment is levied on properties in the District. The Mountain View City Code requires that as a condition of approval for any development within the District, the developer or owner shall provide the required off-street parking, pay the parking in-lieu fee or a combination of both. These funds are restricted for the construction of new parking spaces, are designated for the Hope St development and are accounted for in the Reserve for Future Parking.

The Business Improvement Areas (BIA's) were created for specific areas of the downtown and are an assessment to the business owners based on the type and size of the business. These funds are utilized for staffing dedicated to the promotion and support of downtown businesses.

The Reserve for Future Parking Maintenance was recommended in a previous Parking Study for long term maintenance and improvements of the parking structures and lots not funded in the operating budget (e.g. janitorial services, elevator maintenance, etc.). The District increases by \$37,500 annually and it is anticipated these funds will be utilized when major improvements are needed (e.g. steam cleaning the entire parking structure, repaving a parking lot, replacing signage inside the parking structure, etc.).

<sup>(1)</sup> \$13.5 million committed to the Hope Street Project.

GENERAL SPECIAL PURPOSE FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2021-22</u>	Adopted Budget <u>2022-23</u>	Estimated <u>2022-23</u>	Recom. Budget <u>2023-24</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 8,036	7,900	11,600	15,900
CASp Fee	16,381	0	14,402	0
Charges for Services	<u>(18,578) <sup>(1)</sup></u>	<u>50,000</u>	<u>9,000</u>	<u>50,000</u>
Total	<u>5,839</u>	<u>57,900</u>	<u>35,002</u>	<u>65,900</u>
Expenditures and Uses of Funds:				
Expenditures	<u>12,654</u>	<u>128,489</u>	<u>30,986</u>	<u>134,554</u>
Total	<u>12,654</u>	<u>128,489</u>	<u>30,986</u>	<u>134,554</u>
Revenues and Sources Over (Under) Expenditures and Uses	(6,815)	(70,589)	4,016	(68,654)
Beginning Balance, July 1	<u>270,965</u>	<u>264,150</u>	<u>264,150</u>	<u>268,166</u>
Ending Balance, June 30	\$ <u><u>264,150</u></u>	<u><u>193,561</u></u>	<u><u>268,166</u></u>	<u><u>199,512</u></u>

The Special Purpose Fund was established to track and report funds used for specific purposes. This fund currently includes the following:

The Community Tree Master Plan (CTMP) was adopted by City Council September 15, 2015 and includes objectives and strategies to improve and enhance the City’s urban forest and canopy over the following 15 years and to respond to environmental and safety issues that can impact community trees and wildlife habitat. The CTMP established implementation measures to achieve the objectives, including establishing a Tree Mitigation Fund and a Tree Replacement fee. For any trees that cannot be replaced on site, the fee will be assessed to provide funding for tree planting at other sites within the community.

Assembly Bill 1379 amended Section 4467 of the government code (previously amended by Senate Bill 1186) and requires an additional \$4 fee to be paid by any applicant of a Business License from January 1, 2018 through December 31, 2023. Beginning on January 1, 2024, the fee will be revert back to the \$1 fee. The fee will be used to increase disability access and compliance with construction-related accessibility requirements and help support the Certified Access Specialist (CASp) program.

<sup>(1)</sup> The negative balance is due to a large refund for a Tree Replacement Fee received in Fiscal Year 2020-21, but refunded in Fiscal Year 2021-22.

SUPPLEMENTAL LAW ENFORCEMENT SERVICES FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2021-22</u>	Adopted Budget <u>2022-23</u>	Estimated <u>2022-23</u>	Recom. Budget <u>2023-24</u>
Revenues and Sources of Funds:				
COPs Grant	\$ <u>203,460</u>	<u>175,000</u>	<u>212,335</u>	<u>175,000</u>
Total	<u>203,460</u>	<u>175,000</u>	<u>212,335</u>	<u>175,000</u>
Expenditures and Uses of Funds:				
Operations	<u>203,460</u>	<u>175,000</u>	<u>212,335</u>	<u>175,000</u>
Total	<u>203,460</u>	<u>175,000</u>	<u>212,335</u>	<u>175,000</u>
Revenues and Sources Over (Under)				
Expenditures and Uses	0	0	0	0
Beginning Balance, July 1	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Ending Balance, June 30	\$ <u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

The Supplemental Law Enforcement Services Fund receives revenues from a state grant to counties and cities which is restricted for funding additional front-line law enforcement services.

COMMUNITY DEVELOPMENT BLOCK GRANT FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2021-22</u>	Adopted Budget <u>2022-23</u>	Estimated <u>2022-23</u>	Recom. Budget <u>2023-24</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 122,042	0	435,196	0
CDBG Program	0	600,000	0	610,539
Home Program	5,015	270,000	15,910	285,869
Other Grants	0	0	0	750,000
Loan Repayments	<u>8,816,053</u>	<u>200,000</u>	<u>857,483</u>	<u>450,000</u>
Total	<u>8,943,110</u>	<u>1,070,000</u>	<u>1,308,589</u>	<u>2,096,408</u>
Expenditures and Uses of Funds:				
Operations	643,462	1,746,795	590,781	3,205,386
Loans	<u>7,871,620</u>	<u>0</u>	<u>375,101</u>	<u>0</u>
Total	<u>8,515,082</u>	<u>1,746,795</u>	<u>965,882</u>	<u>3,205,386</u>
Revenues and Sources Over (Under) Expenditures and Uses	428,028	(676,795)	342,707	(1,108,978)
Reprogrammed Revenue	0	(1,641,595)	0	(1,552,119)
Beginning Balance, July 1	<u>1,890,362</u>	<u>2,318,390</u>	<u>2,318,390</u>	<u>2,661,097</u>
Ending Balance, June 30	\$ <u><u>2,318,390</u></u>	<u><u>0</u></u>	<u><u>2,661,097</u></u>	<u><u>0</u></u>

The Community Development Block Grant Fund derives its revenues from grants received from the Department of Housing and Urban Development. The intent of the program is to enhance the physical development of the community. Public services are also eligible to a limited extent.

CABLE TELEVISION FUND

Statement of Revenues, Expenditures and Balances

	<u>Audited Actual 2021-22</u>	<u>Adopted Budget 2022-23</u>	<u>Estimated 2022-23</u>	<u>Recom. Budget 2023-24</u>
Revenues and Sources of Funds:				
PEG Fees	\$ <u>179,719</u>	<u>180,000</u>	<u>171,800</u>	<u>170,000</u>
Total	<u>179,719</u>	<u>180,000</u>	<u>171,800</u>	<u>170,000</u>
Expenditures and Uses of Funds:				
Expenditures	<u>136,978</u>	<u>200,000</u>	<u>219,399</u>	<u>195,000</u>
Total	<u>136,978</u>	<u>200,000</u>	<u>219,399</u>	<u>195,000</u>
Revenues and Sources Over (Under) Expenditures and Uses	42,741	(20,000)	(47,599)	(25,000)
Beginning Balance, July 1	<u>757,408</u>	<u>800,149</u>	<u>800,149</u>	<u>752,550</u>
Ending Balance, June 30	\$ <u><u>800,149</u></u>	<u><u>780,149</u></u>	<u><u>752,550</u></u>	<u><u>727,550</u></u>

Ordinance No. 4.08, adopted on May 13, 2008 amended Chapter 37 of the Mountain View City Code relating to Cable Television franchise regulations in its entirety. Public, Education and Government (PEG) fees collected by the cable providers are restricted for PEG channel support and are not for general use by the City. The City passes a portion of these funds through to the non-profit KMVT for government and public access television services per contractual agreement.

SHORELINE REGIONAL PARK COMMUNITY FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2021-22</u>	Adopted Budget <u>2022-23</u>	Estimated <u>2022-23</u>	Recom. Budget <u>2023-24</u>
<b>Revenues and Sources of Funds:</b>				
Property Taxes	\$ 55,485,910	56,777,200	61,312,500	64,557,300
Investment Earnings	1,573,472	1,462,000	2,374,897	3,272,100
Invest Earn on Dev Imp Fees	155,782	0	483,000	0
Rents & Leases	297,612	359,000	292,000	304,000
Development Impact Fees	14,427,765	0	0	0
Other Revenues	129,030	95,000	129,620	95,000
Capital Projects Refunds	58,757	0	0	0
Bond Proceeds and Interest	45,851	0	266,300	0
<b>Total</b>	<u>72,174,179</u>	<u>58,693,200</u>	<u>64,858,317</u>	<u>68,228,400</u>
<b>Expenditures and Uses of Funds:</b>				
Operations	5,569,883	7,441,642	6,434,760	7,903,921
Intergovernmental Payments	13,142,649	13,768,000	14,212,668	15,382,000
Capital Projects	11,383,000	13,367,000	19,001,000	7,482,000
Capital Projects from Fees	2,790,000	0	385,000	14,627,000
Capital Projects from Bond Proceeds	733,000	0	0	0
General Fund Administration	7,879,000	7,957,800	7,957,800	8,037,400
Water Fund Administration	65,000	65,700	65,700	66,400
2011 Revenue Bonds	3,336,954	1,880,457	696,525	0
2018 Revenue Bonds	3,078,697	3,983,481	3,983,480	3,983,324
2022 Refund Bonds	0	0	199,638	2,163,938
Self Insurance	109,550	140,360	140,360	191,870
Transfer to Comp Absences Res	89,000	140,000	140,000	55,000
Transfer to Equip Replace Res	126,540	140,140	140,140	139,630
<b>Total</b>	<u>48,303,273</u>	<u>48,884,580</u>	<u>53,357,071</u>	<u>60,032,483</u>
Revenues and Sources Over (Under) Expenditures and Uses	23,870,906	9,808,620	11,501,246	8,195,917
Beginning Balance, July 1	53,666,317	77,537,223	77,537,223	89,038,469
Reserve	(5,400,000)	(5,400,000)	(5,400,000)	(5,600,000)
Site Contamination Reserve	(5,000,000)	(5,000,000)	(5,000,000)	(5,000,000)
Reserve for Bond Proceeds	(11,984)	(11,984)	(278,284)	(278,284)
Reserve for Landfill	(10,000,000)	(11,000,000)	(11,000,000)	(12,000,000)
Reserve for Sea Level Rise	(12,000,000)	(15,000,000)	(15,000,000)	(16,500,000)
Reserve for Dev Impact Fees	<u>(14,741,366)</u>	<u>(14,741,366)</u>	<u>(14,839,366)</u>	<u>(212,366)</u>
Ending Balance, June 30	\$ <u>30,383,873</u>	<u>36,192,493</u>	<u>37,520,819</u>	<u>57,643,736</u>

The State legislature created the Shoreline Regional Park Community (Shoreline Community). Tax increment derived on the difference between the frozen base year value and the current fiscal year assessed value and other revenues generated from the activities of the Shoreline Community are to be utilized to develop and support the Shoreline Community and surrounding North Bayshore Area. Reserves are for general purposes, a catastrophic landfill event, funding sea level rise infrastructure improvements, and tracking of development impact fees.

Assessed values are as follows (in thousands):

		<u>Total Assessed Value</u>	<u>Frozen Base</u>	<u>Tax Increment Value</u>
Actual	2021-22	\$5,170,673	\$33,888	\$5,136,785
Actual	2022-23	\$5,897,519	\$33,888	\$5,863,631
Recommended	2023-24	\$6,231,573	\$33,888	\$6,197,685

STORM DRAIN CONSTRUCTION FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2021-22</u>	Adopted Budget <u>2022-23</u>	Estimated <u>2022-23</u>	Recom. Budget <u>2023-24</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 14,845	13,500	21,400	29,000
Existing Facilities & Front Footage	<u>58,430</u>	<u>10,000</u>	<u>0</u>	<u>10,000</u>
Total	<u>73,275</u>	<u>23,500</u>	<u>21,400</u>	<u>39,000</u>
Expenditures and Uses of Funds:				
Capital Projects	<u>32,000</u>	<u>33,000</u>	<u>33,000</u>	<u>234,000</u>
Total	<u>32,000</u>	<u>33,000</u>	<u>33,000</u>	<u>234,000</u>
Revenues and Sources Over (Under) Expenditures and Uses	41,275	(9,500)	(11,600)	(195,000)
Beginning Balance, July 1	<u>432,974</u>	<u>474,249</u>	<u>474,249</u>	<u>462,649</u>
Ending Balance, June 30	\$ <u><u>474,249</u></u>	<u><u>464,749</u></u>	<u><u>462,649</u></u>	<u><u>267,649</u></u>

The Storm Drain Construction Fund revenues are derived from off-site drainage fees authorized by Mountain View Code Section 28.51. These revenues are restricted for storm drainage projects in the Capital Improvements Program.

PARK LAND DEDICATION FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2021-22</u>	Adopted Budget <u>2022-23</u>	Estimated <u>2022-23</u>	Recom. Budget <u>2023-24</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 1,498,662	1,394,000	2,131,400	3,061,000
Construction Fees*	21,268,500	0	16,234,560	0
Rents & Leases	0	0	326,800	198,700
Capital Projects Refunds	<u>1,066,970</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	<u>23,834,132</u>	<u>1,394,000</u>	<u>18,692,760</u>	<u>3,259,700</u>
Expenditures and Uses of Funds:				
Capital Projects	<u>39,273,000</u>	<u>3,850,000</u>	<u>25,160,000</u>	<u>8,000,000</u>
Total	<u>39,273,000</u>	<u>3,850,000</u>	<u>25,160,000</u>	<u>8,000,000</u>
Revenues and Sources Over (Under)				
Expenditures and Uses	(15,438,868)	(2,456,000)	(6,467,240)	(4,740,300)
Beginning Balance, July 1	80,354,665	64,915,797	64,915,797	58,448,557
Committed for Future CIP's**	<u>(11,453,304)</u>	<u>(11,453,304)</u>	<u>(5,592,547)</u>	<u>(5,592,547)</u>
Ending Balance, June 30	<u>\$ 53,462,493</u>	<u>51,006,493</u>	<u>52,856,010</u>	<u>48,115,710</u>

The Park Land Dedication Fund revenues are derived from fees authorized by Chapter 41 of the Mountain View City Code. These revenues are restricted for expenditures for park and recreation projects. Effective in Fiscal Year 1997-98, fees are approved and committed by City Council after receipt.

\* As this fee is dependent upon subdivision and single lot development, future fee revenues are not projected or budgeted in advance.

\*\* The Five-Year CIP identifies future projects which funds have not yet been committed.

WATER FUND

Statement of Revenues, Expenses and Balances

	Audited Actual <u>2021-22</u>	Adopted Budget <u>2022-23</u>	Estimated <u>2022-23</u>	Recom. Budget <u>2023-24</u>
<b>Revenues and Sources of Funds:</b>				
Investment Earnings	\$ 576,437	518,300	821,949	975,600
Invest Earn on Cap/Dev Imp Fees	230,411	0	417,292	0
Intergovernmental	353,362	0	1,892	0
Water Sales	33,659,599	36,691,000	33,795,077	36,499,000
Recycled Water Sales	958,675	895,000	1,026,727	1,020,000
Capacity/Development Impact Fees	5,586,761	0	1,741,315	0
Other Revenues	1,444,784	500,000	1,042,191	500,000
Interfund Revenues	809,500	817,600	817,600	825,800
Transfer from the GNOF	0	0	303,924	0
Capital Projects Refunds	0	0	3,172,000	0
<b>Total</b>	<u>43,619,529</u>	<u>39,421,900</u>	<u>43,139,967</u>	<u>39,820,400</u>
<b>Expenses and Uses of Funds:</b>				
Operations	9,023,478	10,646,986	9,797,062	11,225,348
Water Purchased	17,954,158	25,137,300	19,738,699	27,218,779
Capital Projects	2,821,000	10,127,000	10,127,000	5,779,000
Capital Projects from Fees	1,600,000	5,318,000	5,318,000	3,677,000
General Fund Administration	1,454,770	1,463,870	1,463,870	1,473,070
Depreciation	4,649,489	4,633,880	4,649,489	4,650,000
2004 Water Revenue Bonds	625,383	630,700	630,700	630,575
Recycled Water System Loan Repymt	300,000	300,000	300,000	300,000
Self Insurance	166,740	213,620	213,620	298,940
Transfer to Graham School Site Maint Res	220,000	220,000	220,000	220,000
Transfer to Equip Replace Res	197,150	217,880	217,880	218,680
<b>Total</b>	<u>39,012,168</u>	<u>58,909,236</u>	<u>52,676,320</u>	<u>55,691,392</u>
Revenues and Sources Over (Under)				
Expenses and Uses	4,607,361	(19,487,336)	(9,536,353)	(15,870,992)
Net Change In Non Current Assets	4,444,002	4,633,880	4,649,489	4,650,000
Beginning Balance, July 1	35,134,339	44,185,702	44,185,702	39,298,838
Reserve for Capacity/Dev Impact Fees	(10,222,748)	(4,904,748)	(8,707,355)	(5,030,355)
Reserve for Minimum Water Purchase	(5,000,000)	(5,000,000)	(5,000,000)	(5,000,000)
Reserve	<u>(11,628,757)</u>	<u>(12,611,664)</u>	<u>(12,611,664)</u>	<u>(13,451,454)</u>
Ending Balance, June 30	<u>\$ 17,334,197</u>	<u>6,815,834</u>	<u>12,979,819</u>	<u>4,596,037</u>

The Water Fund accounts for the cost, operation and maintenance of all facilities required to supply, distribute and meter the water used by consumers in the City's service area. A separate reserve is used to account for the capacity and development impact fees collected to fund capital projects. A general Reserve is used for emergencies, contingencies and rate stabilization.

WASTEWATER FUND

Statement of Revenues, Expenses and Balances

	Audited Actual <u>2021-22</u>	Adopted Budget <u>2022-23</u>	Estimated <u>2022-23</u>	Recom. Budget <u>2023-24</u>
<b>Revenues and Sources of Funds:</b>				
Hazardous Materials Permits	\$ 756,214	500,000	642,467	500,000
Investment Earnings	441,917	337,600	728,661	857,200
Invest Earn on Cap/Dev Imp Fees	183,037	0	296,446	0
Intergovernmental	193,050	0	0	0
Wastewater Charges	26,558,561	28,411,000	28,617,608	30,335,000
Capacity/Development Impact Fees	2,365,329	0	4,651,674	0
Loan Proceeds and Interest	21,537	0	33,497	0
Other Revenues	1,047,409	34,000	61,691	34,000
Interfund Revenues and Transfers	<u>0</u>	<u>0</u>	<u>206,219</u>	<u>0</u>
<b>Total</b>	<u>31,567,054</u>	<u>29,282,600</u>	<u>35,238,263</u>	<u>31,726,200</u>
<b>Expenses and Uses of Funds:</b>				
Operations	5,267,964	6,884,544	5,939,394	7,233,437
Water Quality Control Plant	12,739,383	17,606,484	12,557,185	18,894,564
Capital Projects	4,420,331	2,708,000	2,708,000	3,937,000
Capital Projects from Fees	1,980,000	2,519,000	2,519,000	6,508,000
General Fund Administration	1,250,930	1,260,330	1,260,330	1,269,830
Water Fund Administration	363,400	367,000	367,000	370,700
Depreciation	2,992,495	2,147,184	2,992,495	2,993,000
2018 Bank Loan	850,718	852,152	852,152	852,361
Self Insurance	100,000	128,110	128,110	176,960
Transfer to Equip Replace Res	230,450	253,180	253,180	253,930
Transfer to Self Insurance	<u>0</u>	<u>0</u>	<u>250,000</u>	<u>0</u>
<b>Total</b>	<u>30,195,671</u>	<u>34,725,984</u>	<u>29,826,846</u>	<u>42,489,782</u>
Revenues and Sources Over (Under)				
Expenses and Uses	1,371,383	(5,443,384)	5,411,417	(10,763,582)
Net Change In Non Current Assets	2,635,146	2,147,184	2,992,495	2,993,000
Beginning Balance, July 1	35,238,233	39,244,762	39,244,762	47,648,674
Reserve for Capacity/Dev Impact Fees	(10,320,005)	(7,801,005)	(12,749,124)	(6,241,124)
Reserve for Treatment Plant	(13,072,817)	(12,359,640)	(16,900,455)	(15,217,668)
Reserve for Loan Proceeds	(243,301)	(243,301)	(276,798)	(276,798)
Reserve	<u>(8,224,264)</u>	<u>(9,070,162)</u>	<u>(9,070,162)</u>	<u>(9,532,105)</u>
Ending Balance, June 30	\$ <u>7,384,375</u>	<u>6,474,454</u>	<u>8,652,135</u>	<u>8,610,397</u>

This fund accounts for the operation and maintenance of all facilities, including Mountain View's share of operation costs of the Palo Alto Regional Water Quality Control Plant (Treatment Plant), required to transport and process wastewater. Chapter 35 of the Mountain View City Code authorizes the collection of a wastewater service charge. The fund has several reserves, one accounts for the capacity and development impact fees collected to fund capital projects. The Reserve for Treatment Plant is for long term capital costs, and includes Treatment Plant obligations encumbered but not yet spent. A general reserve is used for emergencies, contingencies and rate stabilization.

SOLID WASTE MANAGEMENT FUND

Statement of Revenues, Expenses and Balances

	Audited Actual <u>2021-22</u>	Adopted Budget <u>2022-23</u>	Estimated <u>2022-23</u>	Recom. Budget <u>2023-24</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 199,437	155,600	299,166	373,700
Intergovernmental	321,761	135,000	155,826	135,000
Waste Disposal Charges	14,620,971	15,002,000	15,266,084	15,559,000
Other Revenues	24,512	8,000	25,807	8,000
Transfer from GNOF	<u>0</u>	<u>0</u>	<u>218,070</u>	<u>0</u>
City Revenues	15,166,681	15,300,600	15,964,953	16,075,700
Recology Revenues	<u>18,227,718</u>	<u>20,327,000</u>	<u>18,833,274</u>	<u>20,919,000</u>
Total	<u>33,394,399</u>	<u>35,627,600</u>	<u>34,798,227</u>	<u>36,994,700</u>
Expenses and Uses of Funds:				
Operations	4,155,007	5,245,043	4,496,531	5,725,497
Disposal	7,430,494	11,387,559	9,332,492	14,921,486
Capital Projects	290,000	318,000	318,000	320,000
General Fund Administration	549,600	555,100	555,100	560,700
Water Fund Administration	341,100	344,500	344,500	347,900
Depreciation	429,649	342,543	429,649	430,000
Self Insurance	65,200	83,530	83,530	121,230
Transfer to Equip Replace Res	<u>161,850</u>	<u>177,580</u>	<u>177,580</u>	<u>178,980</u>
City Expenditures	13,422,900	18,453,855	15,737,382	22,605,793
Payments to Recology	<u>18,227,718</u>	<u>20,327,000</u>	<u>18,833,274</u>	<u>20,919,000</u>
Total	<u>31,650,618</u>	<u>38,780,855</u>	<u>34,570,656</u>	<u>43,524,793</u>
Revenues and Sources Over (Under)				
Expenses and Uses	1,743,781	(3,153,255)	227,571	(6,530,093)
Net Change In Non Current Assets	400,748	342,543	429,649	430,000
Beginning Balance, July 1	15,792,903	17,937,432	17,937,432	18,594,652
Reserve for Future Facility Equipment	(2,200,000)	(2,640,000)	(2,640,000)	0
Reserve	<u>(4,003,926)</u>	<u>(4,435,828)</u>	<u>(4,435,828)</u>	<u>(5,451,448)</u>
Ending Balance, June 30	\$ <u>11,733,506</u>	<u>8,050,892</u>	<u>11,518,824</u>	<u>7,043,111</u>

The Solid Waste Management Fund accounts for the collection, transportation, recycling and disposal services of the City. It also funds two of the City's landfill post closure maintenance activities. Revenues for payments to Recology are included for informational purposes only, a budget is not adopted for Recology. A general reserve is used for emergencies, contingencies, rate stabilization and required Financial Assurance Mechanisms (FAMs) if applicable. The Reserve for Future Facility Equipment was established in Fiscal Year 2017-18 for potential future obligations for facility equipment.

EQUIPMENT MAINTENANCE AND REPLACEMENT FUND

Statement of Revenues, Expenses and Balances

	Audited Actual <u>2021-22</u>	Adopted Budget <u>2022-23</u>	Estimated <u>2022-23</u>	Recom. Budget <u>2023-24</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 459,056	446,300	629,040	857,700
Interfund Service Charges	2,791,381	3,155,500	2,755,466	3,359,000
Other Revenues	149,107	0	30,160	0
Transfer from General Oper Fund	2,244,550	2,381,680	2,381,680	2,286,360
Transfer from Other General Funds	325,360	345,180	345,180	292,940
Transfer from Other Funds	<u>760,250</u>	<u>840,060</u>	<u>840,060</u>	<u>842,900</u>
Total	<u>6,729,704</u>	<u>7,168,720</u>	<u>6,981,586</u>	<u>7,638,900</u>
Expenses and Uses of Funds:				
Operations	2,730,693	3,019,799	2,847,378	3,183,272
Equipment Purchases	1,226,228	4,658,700	2,664,840	10,622,500
Capital Projects	9,000,000	0	0	0
Water Fund Administration	40,000	40,400	40,400	40,800
Self Insurance	41,850	53,620	53,620	71,540
Transfer to Equip Replace Res	<u>37,630</u>	<u>41,720</u>	<u>41,720</u>	<u>41,410</u>
Total	<u>13,076,401</u>	<u>7,814,239</u>	<u>5,647,958</u>	<u>13,959,522</u>
Revenues and Sources Over (Under) Expenses and Uses	(6,346,697)	(645,519)	1,333,628	(6,320,622)
Net Change In Non Current Assets	3,179	11,000	11,000	11,000
Beginning Balance, July 1	34,041,885	27,698,367	27,698,367	29,042,995
Reserve for Equipment Replacement	<u>(27,514,688)</u>	<u>(26,866,908)</u>	<u>(28,860,768)</u>	<u>(22,519,468)</u>
Ending Balance, June 30	\$ <u>183,679</u>	<u>196,940</u>	<u>182,226</u>	<u>213,905</u>

The purpose of this fund is to account for centralized fleet maintenance costs and to charge a proportionate share to all funds utilizing maintenance services. In addition, this fund accounts for certain equipment replacement requirements of the City.

WORKERS' COMPENSATION SELF-INSURANCE FUND

Statement of Revenues, Expenses and Balances

	Audited Actual <u>2021-22</u>	Adopted Budget <u>2022-23</u>	Estimated <u>2022-23</u>	Recom. Budget <u>2023-24</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 165,823	158,100	236,100	322,900
Interfund Service Charges	2,142,320	2,200,000	2,253,700	2,100,000
Other Revenues	<u>77,586</u>	<u>0</u>	<u>28,636</u>	<u>0</u>
Total	<u>2,385,729</u>	<u>2,358,100</u>	<u>2,518,436</u>	<u>2,422,900</u>
Expenses and Uses of Funds:				
Expenditures	<u>2,060,347</u>	<u>2,592,500</u>	<u>2,386,105</u>	<u>2,592,500</u>
Total	<u>2,060,347</u>	<u>2,592,500</u>	<u>2,386,105</u>	<u>2,592,500</u>
Revenues and Sources Over (Under) Expenses and Uses	325,382	(234,400)	132,331	(169,600)
Beginning Balance, July 1	12,476,579	12,801,961	12,801,961	12,934,292
Reserve for Future Claims	<u>(7,865,989)</u>	<u>(7,865,989)</u>	<u>(7,865,989)</u>	<u>(7,865,989)</u>
Ending Balance, June 30	<u>\$ 4,935,972</u>	<u>4,701,572</u>	<u>5,068,303</u>	<u>4,898,703</u>

The City implemented a self-insurance program for Workers' Compensation benefits on September 7, 1975 as authorized by Council Resolution No. 10581. This program provides for State mandated insurance benefits (salary and medical costs) for employees who are injured on the job.

This fund accounts for current operating expenditures, future costs of previously incurred injury claims and reserves for catastrophic losses. This fund also provides for the administration of safety and loss prevention programs throughout the City to reduce the probability of incurring future catastrophic claims against the City. The City is self-insured for \$750,000 and has purchased Workers Compensation Excess Insurance above this limit.

UNEMPLOYMENT SELF-INSURANCE FUND

Statement of Revenues, Expenses and Balances

	Audited Actual <u>2021-22</u>	Adopted Budget <u>2022-23</u>	Estimated <u>2022-23</u>	Recom. Budget <u>2023-24</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 6,760	6,400	10,000	13,600
Interfund Service Charges	<u>50,250</u>	<u>55,000</u>	<u>55,000</u>	<u>23,000</u>
Total	<u>57,010</u>	<u>61,400</u>	<u>65,000</u>	<u>36,600</u>
Expenses and Uses of Funds:				
Expenditures	<u>26,856</u>	<u>127,250</u>	<u>23,000</u>	<u>127,250</u>
Total	<u>26,856</u>	<u>127,250</u>	<u>23,000</u>	<u>127,250</u>
Revenues and Sources Over (Under) Expenses and Uses	30,154	(65,850)	42,000	(90,650)
Beginning Balance, July 1	<u>492,102</u>	<u>522,256</u>	<u>522,256</u>	<u>564,256</u>
Ending Balance, June 30	<u>\$ 522,256</u>	<u>456,406</u>	<u>564,256</u>	<u>473,606</u>

The City implemented a self-insurance program for unemployment benefits on March 13, 1978 as authorized by Council Resolution No. 11975. This program provides for State and Federal mandated unemployment insurance benefits for employees separated from service with the City.

LIABILITY INSURANCE FUND

Statement of Revenues, Expenses and Balances

	Audited Actual <u>2021-22</u>	Adopted Budget <u>2022-23</u>	Estimated <u>2022-23</u>	Recom. Budget <u>2023-24</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 41,233	37,000	30,000	37,000
Other Revenues	417	35,300	22,000	35,300
Interfund Service Charges	2,809,400	3,633,250	3,633,250	5,015,000
Transfer - General Fund	<u>0</u>	<u>0</u>	<u>1,000,000</u>	<u>0</u>
Total	<u>2,851,050</u>	<u>3,705,550</u>	<u>4,685,250</u>	<u>5,087,300</u>
Expenses and Uses of Funds:				
Expenditures	<u>4,934,729</u>	<u>3,705,550</u>	<u>5,321,180</u>	<u>5,087,300</u>
Total	<u>4,934,729</u>	<u>3,705,550</u>	<u>5,321,180</u>	<u>5,087,300</u>
Revenues and Sources Over (Under)				
Expenses and Uses	(2,083,679)	0	(635,930)	0
Beginning Balance, July 1	6,266,003	4,182,324	4,182,324	3,546,394
Reserve for Future Claims	<u>(1,431,255)</u>	<u>(1,431,255)</u>	<u>(1,431,255)</u>	<u>(1,431,255)</u>
Ending Balance, June 30	<u>\$ 2,751,069</u>	<u>2,751,069</u>	<u>2,115,139</u>	<u>2,115,139</u>

On August 11, 1980, Council approved a self-insurance program for liability insurance effective September 1, 1980. Existing provisions include claims approval authority to \$100,000 and any claims exceeding \$100,000 require City Council approval.

The City acts as its own agent and controls risk to limit liability loss exposure. There is a \$1.0 million self-insurance retention for each liability incident. The minimum reserve and balance for future claims of \$2.0 million is maintained in accordance with Council policy. Other insurance such as property, flood, earthquake (essential buildings) and other coverages are not self-insured as the City purchases insurance policies.

RETIREES' HEALTH INSURANCE FUND

Statement of Revenues, Expenses and Balances

	Audited Actual <u>2021-22</u>	Adopted Budget <u>2022-23</u>	Estimated <u>2022-23</u>	Recom. Budget <u>2023-24</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ (17,622)	0	(11,358)	0
Other Revenues	22,956	0	10,712	0
Interfund Service Charges	4,273,490	3,792,816	3,792,816	3,901,770
CERBT Withdrawal	<u>972,000</u>	<u>1,854,474</u>	<u>1,716,436</u>	<u>2,007,480</u>
Total	<u>5,250,824</u>	<u>5,647,290</u>	<u>5,508,606</u>	<u>5,909,250</u>
Expenses and Uses of Funds:				
Expenditures	<u>5,293,958</u>	<u>5,647,290</u>	<u>5,519,964</u>	<u>5,934,250</u>
Total	<u>5,293,958</u>	<u>5,647,290</u>	<u>5,519,964</u>	<u>5,934,250</u>
Revenues and Sources Over (Under) Expenses and Uses	(43,134)	0	(11,358)	(25,000)
Beginning Balance, July 1	<u>419,913</u>	<u>376,779</u>	<u>376,779</u>	<u>365,421</u>
Ending Balance, June 30	<u>\$ 376,779</u>	<u>376,779</u>	<u>365,421</u>	<u>340,421</u>
Balance in CERBT	<u>\$ 151,516,738</u>	<u>149,662,264</u>	<u>152,906,530</u>	<u>150,899,050</u>

This fund was established in Fiscal Year 1985-86 as a self-insurance fund to pay the health insurance premiums of employees retired from the City. Governmental Accounting Standards Board (GASB) issued Statement No. 45, which requires an actuarial valuation be performed bi-ennially to calculate the City's other post employment benefits (OPEB) liabilities. The City implemented GASB Statement No. 45 in Fiscal Year 2007-08 and has chosen to budget the Annual Required Contribution (ARC). GASB Statement No. 75, *Accounting and Financial Reporting by Employers for Post-Employment Benefits Other than Pensions*, is effective with the fiscal year ending June 30, 2018. The new OPEB standard parallels the pension standard issued with GASB Statement No. 68, *Financial Reporting for Pension Plans*, which essentially requires the City to report the unfunded liability on the face of the City's financial statements and enhances the note disclosures and required supplementary information about the City's OPEB liability. The most recent actuarial valuation estimated a liability of \$148.7 million as of July 1, 2021 and estimated a liability of \$154.2 million for Fiscal Year 2022-23.

On February 26, 2008 Council approved joining the California Employers Retiree Benefit Trust (CERBT), managed by the California Public Employees Retirement System (CalPERS) and the City began transferring funds in Fiscal Year 2008-09 and intends to, at a minimum, annually transfer the ARC less Retirees' Health premiums.

EMPLOYEE BENEFITS SELF-INSURANCE FUND

Statement of Revenues, Expenses and Balances

	Audited Actual <u>2021-22</u>	Adopted Budget <u>2022-23</u>	Estimated <u>2022-23</u>	Recom. Budget <u>2023-24</u>
Revenues and Sources of Funds:				
Investment Earnings	\$ 4,498	6,000	9,200	12,600
Interfund Service Charges	<u>50,037</u>	<u>66,000</u>	<u>50,000</u>	<u>63,000</u>
Total	<u>54,535</u>	<u>72,000</u>	<u>59,200</u>	<u>75,600</u>
Expenses and Uses of Funds:				
Expenditures	<u>41,739</u>	<u>114,500</u>	<u>37,334</u>	<u>114,500</u>
Total	<u>41,739</u>	<u>114,500</u>	<u>37,334</u>	<u>114,500</u>
Revenues and Sources Over (Under)				
Expenses and Uses	12,796	(42,500)	21,866	(38,900)
Beginning Balance, July 1	<u>469,797</u>	<u>482,593</u>	<u>482,593</u>	<u>504,459</u>
Ending Balance, June 30	<u>\$ 482,593</u>	<u>440,093</u>	<u>504,459</u>	<u>465,559</u>

The Employee Benefits Self-Insurance Fund accounts for the City's self-insured vision and other miscellaneous benefits.

RECOMMENDED 2023-24 BUDGET - SCHEDULE OF INTERFUND TRANSFERS

EXPENDITURES	REVENUES							TOTAL
	General Fund	Special Revenue Funds	Debt Service Funds	Capital Projects Funds	Enterprise Funds	Internal Service Funds	Reserve Funds	
General Operating/ Development Services/ Shoreline Golf Links	\$150,000	536,000	0	0	0	2,579,300	12,755,100	\$16,020,400
Special Revenue Funds	1,482,200	0	6,147,262	51,339,000	0	149,900	62,000	59,180,362
Capital Projects Funds	0	0	0	8,234,000	0	0	0	8,234,000
Enterprise Funds	0	0	1,482,936	20,221,000	0	651,590	220,000	22,575,526
Internal Service Funds	0	0	0	0	0	41,410	0	41,410
Reserve Funds	0	0	0	22,481,000	0	0	14,975,875	37,456,875
<b>TOTAL</b>	<b>\$1,632,200</b>	<b>536,000</b>	<b>7,630,198</b>	<b>102,275,000</b>	<b>0</b>	<b>3,422,200</b>	<b>28,012,975</b>	<b>\$143,508,573</b>

RECOMMENDED 2023-24 BUDGET - GENERAL FUND RESERVES (1)

Statement of Revenues, Expenditures and Balances

	Unassigned		Committed			
	General Non-Operating Fund	General Fund Reserve	Budget Contingency Reserve	Earned Lease Revenue Reserve	Property Management Reserve	Graham School Site Maint Reserve
<b>Revenues &amp; Sources of Funds:</b>						
GOF Balance	\$ 5,998,890	0	0	0	0	0
Revenue	1,131,084	0	0	594,119	0	0
Transfers	0	3,000,000	5,949,100	0	0	220,000
Investment Earnings	0	0	0	830,476	0	0
<b>Total</b>	<b>7,129,974</b>	<b>3,000,000</b>	<b>5,949,100</b>	<b>1,424,595</b>	<b>0</b>	<b>220,000</b>
<b>Expenditures &amp; Uses of Funds:</b>						
Expenditures	13,198,405	0	0	0	0	250,000
CIP	1,000,000	0	0	0	0	0
Transfers	11,353,000	0	0	3,622,875	0	0
<b>Total</b>	<b>25,551,405</b>	<b>0</b>	<b>0</b>	<b>3,622,875</b>	<b>0</b>	<b>250,000</b>
<b>Revenues &amp; Sources Over (Under) Expenditures &amp; Uses</b>						
	(18,421,431)	3,000,000	5,949,100	(2,198,280)	0	(30,000)
Beginning Balance, July 1	44,322,042	31,369,484	17,275,819	7,962,678	1,577,106	625,295
Reserves	(10,449,981) (2)	0	(18,216,331) (3)	(3,946,384) (4)	0	0
Ending Balance, June 30	\$ <u>15,450,630</u>	<u>34,369,484</u>	<u>5,008,588</u>	<u>1,818,014</u> (4)	<u>1,577,106</u>	<u>595,295</u>

(1) Governmental fund balances are reported based on the reporting hierarchy established by GASB Statement No. 54 (Fund Balance Reporting and Governmental Fund Type Definitions) that is based on the extent to which the City is bound to honor constraints on the specific purpose for which amounts in a fund can be spent.

- Restricted - Constraints on expenditures are externally imposed by creditors, grantors, or laws/regulations of other governments or by enabling legislation.
- Committed - Formal action by the City Council (Council) places the constraint on how the funds can be spent and may only be altered by the same type of Council action. Contractual obligations are included in this category.
- Assigned - The City's intent to use funds for a specific purpose as expressed by Council or a delegated authority.
- Unassigned - This is the residual classification for the General Fund.

(2) The reserved amount includes \$1.0 million for the Public Safety Building Project and \$3.1 for the Development Services Fund to cover short-term cash flow needs.

(3) The reserved amount represents the revenue received from the Ameswell rents and transfers from the General Fund to set aside for the future Public Safety Building.

(4) The reserved amount represents the balance of earned rent at the end of the fiscal year. City Council approved up to \$6.0 million may be used for the Mountain View Employee Homebuyer Program through Fiscal Year 2029-30. FY2023-24 transferred the \$3.6 million remaining balance to the Employee Loan Program Reserve. Once the two existing loans have been repaid, the \$2.3 million principal and interest will be transferred to the Employee Loan Program Reserve.

RECOMMENDED 2023-24 BUDGET - GENERAL FUND RESERVES (1)

Statement of Revenues, Expenditures and Balances (continued)

Committed

	Transportation Reserve	Capital Improvement Reserve	Open Space Acquisition Reserve	Strategic Property Acquisition Reserve	Child Care Commitment Reserve	Compensated Absences (2)
<b>Revenues &amp; Sources of Funds:</b>						
GOF Balance	0	0	0	0	0	0
Revenue	2,846,700	53,317	0	107,220	0	0
Transfers	3,880,000	4,741,000	0	2,000,000	0	1,500,000
Investment Earnings		0	0	0	0	0
<b>Total</b>	<b>6,726,700</b>	<b>4,794,317</b>	<b>0</b>	<b>2,107,220</b>	<b>0</b>	<b>1,500,000</b>
<b>Expenditures &amp; Uses of Funds:</b>						
Expenditures	3,393,400	0	0	170,000	105,000	0
CIP	9,943,000	11,538,000	0	0	0	0
Transfers	0	0	0	0	0	0
<b>Total</b>	<b>13,336,400</b>	<b>11,538,000</b>	<b>0</b>	<b>170,000</b>	<b>105,000</b>	<b>0</b>
Revenues & Sources Over (Under) Expenditures & Uses	(6,609,700)	(6,743,683)	0	1,937,220	(105,000)	1,500,000
Beginning Balance, July 1	9,702,288	20,701,884	3,455,956	15,559,628	119,511	7,890,206
Reserves	0	(9,763,604) (3)	0	0	0	0
Ending Balance, June 30	<u>3,092,588</u>	<u>4,194,597</u>	<u>3,455,956</u>	<u>17,496,848</u>	<u>14,511</u>	<u>9,390,206</u>

(1) Governmental fund balances are reported based on the reporting hierarchy established by GASB Statement No. 54 (Fund Balance Reporting and Governmental Fund Type Definitions) that is based on the extent to which the City is bound to honor constraints on the specific purpose for which amounts in a fund can be spent.

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- Unassigned - This is the residual classification for the General Fund.

(2) Appropriations for Compensated Absences Reserve are on an as needed basis up to the amount of the balance.

(3) Comprised of a \$5.0 million reserve policy balance, \$2.8 million prepaid lease for the Downtown Family Housing project, and \$2.0 million for potential debt service on the Public Safety Building.

RECOMMENDED 2023-24 BUDGET - GENERAL FUND RESERVES (1)

Statement of Revenues, Expenditures and Balances (continued)

	Committed		
	Parental Leave Reserve	Employee Loan Program Reserve	Minor Estate Trust
<b>Revenues &amp; Sources of Funds:</b>			
GOF Balance	0	0	0
Revenue	0	0	0
Transfers	1,000,000	5,622,875	0
Investment Earnings	0	0	0
<b>Total</b>	<b>1,000,000</b>	<b>5,622,875</b>	<b>0</b>
<b>Expenditures &amp; Uses of Funds:</b>			
Expenditures	1,000,000	5,622,875	17,700
CIP	0	0	0
Transfers	0	0	0
<b>Total</b>	<b>1,000,000</b>	<b>5,622,875</b>	<b>17,700</b>
<b>Revenues &amp; Sources Over (Under) Expenditures &amp; Uses</b>			
	0	0	(17,700)
Beginning Balance, July 1	0	0	440,222
Reserves	0	0	(422,522) (2)
Ending Balance, June 30	<u>0</u>	<u>0</u>	<u>0</u>

(1) Governmental fund balances are reported based on the reporting hierarchy established by GASB Statement No. 54 (Fund Balance Reporting and Governmental Fund Type Definitions) that is based on the extent to which the City is bound to honor constraints on the specific purpose for which amounts in a fund can be spent.

- Restricted - Constraints on expenditures are externally imposed by creditors, grantors, or laws/regulations of other governments or by enabling legislation.
- Committed - Formal action by the City Council (Council) places the constraint on how the funds can be spent and may only be altered by the same type of Council action. Contractual obligations are included in this category.
- Assigned - The City's intent to use funds for a specific purpose as expressed by Council or a delegated authority.
- Unassigned - This is the residual classification for the General Fund.

(2) Minor Estate Trust reserve established at \$410,235 endowment plus 25.0 percent of interest earned annually.

**CAPITAL  
IMPROVEMENT  
PROJECTS**

## **RECOMMENDED FISCAL YEAR 2023-24 CAPITAL IMPROVEMENT PROGRAM**

Capital Improvement Program (CIP) projects include, but are not limited to, facilities, mobility-related infrastructure, park development/rehabilitation, and utilities projects. These projects are usually multi-year and, thus, extend beyond the annual budget.

The emphasis for the Fiscal Year 2023-24 CIP is on the:

- Review, refinement and funding of Fiscal Year 2023-24 projects identified in the Five-Year CIP adopted by the City Council for Fiscal Year 2021-22.
- Identification and funding of additional new projects for Fiscal Years 2023-24 as well as amendments to active projects given anticipated financial and staffing resources that:
  - Support City Council Strategic Roadmap Action Plan Projects
  - Address health and safety concerns
  - Comply with regulatory requirements
  - Increase our Pavement Conditions Index (PCI)
  - Associate with a local match or cost-sharing agreement to secure grants or other funding
  - Generate operational savings or revenues
  - Benefit and/or do not burden communities of color and/or low-income residents

The CIP is funded from a variety of sources. Some funding sources, such as the Capital Improvement Reserve and Construction/Conveyance Tax (C/C Tax) Funds, have no restrictions on their use. Other CIP funding sources must be used for specific purposes (e.g., Water Fund—water system infrastructure and maintenance; Wastewater Fund—sewer system infrastructure and maintenance; Shoreline Regional Park Community (Shoreline Community) Fund—projects that facilitate development in the City's North Bayshore Area and/or support Shoreline Regional Park operations; and Gas Tax Fund—design and construction of roadway improvements).

There are two spending types for projects: nondiscretionary and discretionary. Nondiscretionary projects are primarily annual and periodic infrastructure maintenance projects to preserve the City's significant investment in its infrastructure and facilities, and projects required for regulatory compliance. While Council can alter funding, these projects are generally approved with changes on a consistent cycle (annual or biennial) with small inflationary adjustments. Discretionary projects are those that do not fit the nondiscretionary description and require approval of the City Council.

The Fiscal Year 2023-24 CIP is balanced and maintains all fund reserves as required by Council policy. There is an estimated \$42,662 of increased annual future operating costs associated with the construction of San Rafael Avenue Park.

Projects included in the Fiscal Year 2023-24 Proposed CIP are listed on the following pages in three separate categories: (1) Non-Discretionary, (2) Discretionary, and (3) Amendments to Existing Projects.

These projects were discussed at the April 3, 2023, and May 9, 2023 CIP Study Sessions and the following pages include changes as directed by City Council at these meetings. The Parks and Recreation Commission (PRC) and the Bicycle/Pedestrian Advisory Committee (B/PAC) also reviewed these projects and were supportive of the projects and the proposed scheduling.

**Recommended FY 2023-24 and Planned FY 2024-25 thru 2027-28**  
**Non-Discretionary Projects**  
(in thousands of dollars)

Proj. No.	Non-Discretionary Projects	Budget				
		2023-24	2024-25	2025-26	2026-27	2027-28
xx-01	Annual Street Maintenance	\$ 2,104	\$ 2,146	\$ 2,189	\$ 2,233	\$ 2,278
xx-02	Concrete Sidewalk/Curb Repairs	789	805	821	837	854
xx-03	SB-1 Streets Project	1,635	5,500	1,700	1,700	1,700
xx-04	Biennial Installation of ADA Curb Ramps	82	-	85	-	88
xx-04	Biennial PMP Recertification	-	81	-	84	-
xx-05	Public Services Street Section Maintenance	450	459	468	477	487
xx-06	Water System Improvements and Recycled Water System Improvements	748	763	778	794	810
xx-07	Wastewater System Improvements	191	195	199	203	207
xx-08	Annual Water Main/Service Line Replacement	3,077	3,139	3,201	3,265	3,331
xx-09	Annual Storm/Sanitary Sewer Main Replacement	1,925	1,964	2,003	2,043	2,084
xx-10	Shoreline Landfill Gas, Cap and Leachate Maintenance	320	326	333	340	346
xx-11	Shoreline Infrastructure Maintenance	177	181	184	188	192
xx-12	Facilities Maintenance Plan	855	872	889	907	925
xx-13	Planned and Emergency Facilities Projects	668	682	695	709	723
xx-14	Annual New Energy Conservation Measures	113	115	118	119	122
xx-15	Biennial Intersection Traffic Signal System - Major Replacements and Upgrades (Intersection TBD)	1,189	-	1,237	-	1,287
xx-15	Biennial ADA Improvements to City Facilities	-	105	-	109	-
xx-16	Annual Traffic Infrastructure Maintenance/NTMP Improvements	689	703	717	731	746
xx-17	Annual Parks Renovations/Improvements	273	278	284	290	296
xx-18	Forestry Maintenance Program and Street Tree Replanting	610	523	534	544	555
xx-19	Biennial Parks Pathway Resurfacing	214	-	223	-	232
xx-19	Biennial Good Neighbor Fence Replacements	-	42	-	44	-
xx-20	Biennial Median Renovations and Roadway Landscape Renovations	282	-	293	-	305
xx-20	Biennial Tennis Court Resurfacing	-	98	-	102	-
xx-21	Biennial Shoreline Pathway, Roadway, and Infrastructure Improvements	630	-	655	-	682
xx-21	Biennial Turf and Bunker Improvements	-	325	-	338	-
xx-22	Developer Reimbursements	136	140	140	144	148
xx-23	Maintenance Agreement for JPB/VTA Transit Center	68	69	71	72	74
xx-24	North Bayshore Semi-Annual Traffic Counts	175	179	182	186	189
xx-25	Annual Regional Public Safety	180	180	180	180	180
xx-26	Annual Real Estate Technical and Legal Services	100	102	104	106	108
xx-27	Annual Capital Improvement Program Development	75	78	78	81	81
xx-28	Information Technology Projects (1-5 Separate Projects Per Fiscal Year)	-	600	600	600	600
<b>Total: Non-Discretionary Projects</b>		<b>\$ 17,755</b>	<b>\$ 20,650</b>	<b>\$ 18,961</b>	<b>\$ 17,426</b>	<b>\$ 19,630</b>

## Recommended Non-Discretionary Projects

(in thousands of dollars)

<b>Project xx-01</b> <b>Annual Street Maintenance</b> Annual roadway pavement maintenance including application of various pavement treatments (fog seal, slurry seal and overlay), adjustment of utilities and monuments, and installation of pavement markers and traffic lines.	Sponsor Department:	Public Works				
	Category:	Streets and Sidewalks		Additional Annual O&M Costs:	None	Prevailing Wage?
<b>Funding Sources</b>	<b>Project Number and Fiscal Year</b>					
	<b>24-01</b>	<b>25-01</b>	<b>26-01</b>	<b>27-01</b>	<b>28-01</b>	
	<b>2023-24</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Construction/Conveyance Tax	\$ 200	\$ 435	\$ 500	\$ 400	\$ 400	\$ 1,935
Gas Tax (\$3,347.00 from Traffic Congestion Relief 2023-24)	\$ 883	\$ 396	\$ 479	\$ 563	\$ 558	\$ 2,879
Measure B 2016 Sales Tax	\$ 493	\$ 745	\$ 640	\$ 700	\$ 750	\$ 3,328
Measure B 2010 Vehicle License Fee (VLF)	\$ 528	\$ 570	\$ 570	\$ 570	\$ 570	\$ 2,808
<b>Total</b>	<b>\$ 2,104</b>	<b>\$ 2,146</b>	<b>\$ 2,189</b>	<b>\$ 2,233</b>	<b>\$ 2,278</b>	<b>\$ 10,950</b>

<b>Project xx-02</b> <b>Concrete Sidewalk/Curb Repairs</b> Replace deteriorated sidewalks and repair concrete curbs, gutters, and sidewalks displaced by street tree growth, and/or failure of City-owned utilities.	Sponsor Department:	Public Works				
	Category:	Streets and Sidewalks		Additional Annual O&M Costs:	None	Prevailing Wage?
<b>Funding Sources</b>	<b>Project Number and Fiscal Year</b>					
	<b>24-02</b>	<b>25-02</b>	<b>26-02</b>	<b>27-02</b>	<b>28-02</b>	
	<b>2023-24</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Construction/Conveyance Tax	\$ 789	\$ 805	\$ 821	\$ 837	\$ 854	\$ 4,106
<b>Total</b>	<b>\$ 789</b>	<b>\$ 805</b>	<b>\$ 821</b>	<b>\$ 837</b>	<b>\$ 854</b>	<b>\$ 4,106</b>

<b>Project xx-03</b> <b>SB-1 Streets Project</b> A Streets Project for basic road maintenance, rehabilitation, and critical safety projects on the local streets and roads system. Project can be used towards complete streets projects, traffic signals, and drainage projects.	Sponsor Department:	Public Works				
	Category:	Streets and Sidewalks		Additional Annual O&M Costs:	None	Prevailing Wage?
<b>Funding Sources</b>	<b>Project Number and Fiscal Year</b>					
	<b>24-03</b>	<b>25-03</b>	<b>26-03</b>	<b>27-03</b>	<b>28-03</b>	
	<b>2023-24</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Senate Bill-1 Road Repair and Accountability Act	\$ 1,635	\$ 2,000	\$ 1,700	\$ 1,700	\$ 1,700	\$ 8,735
Other - Grant	\$ -	\$ 3,500	\$ -	\$ -	\$ -	\$ 3,500
<b>Total</b>	<b>\$ 1,635</b>	<b>\$ 5,500</b>	<b>\$ 1,700</b>	<b>\$ 1,700</b>	<b>\$ 1,700</b>	<b>\$ 12,235</b>

<b>Projects 24-04, 26-04 &amp; 28-04</b> <b>Biennial Installation of ADA Curb Ramps</b> Install ADA-compliant curb ramps throughout the City. <b>Projects 25-04 &amp; 27-04</b> <b>Biennial PMP Recertification</b> Field inspection of City's roadway network including arterial, collector and residential streets, as required by the Metropolitan Transportation Commission (MTC).	Sponsor Department:	Public Works				
	Category:	Streets and Sidewalks		Additional Annual O&M Costs:	None	Prevailing Wage?
<b>Funding Sources</b>	<b>Project Number and Fiscal Year</b>					
	<b>24-04</b>	<b>25-04</b>	<b>26-04</b>	<b>27-04</b>	<b>28-04</b>	
	<b>2023-24</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
CIP Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)	\$ 82	\$ -	\$ -	\$ -	\$ -	\$ 82
Construction/Conveyance Tax	\$ -	\$ 81	\$ 85	\$ 84	\$ 88	\$ 338
<b>Total</b>	<b>\$ 82</b>	<b>\$ 81</b>	<b>\$ 85</b>	<b>\$ 84</b>	<b>\$ 88</b>	<b>\$ 420</b>

## Recommended Non-Discretionary Projects

(in thousands of dollars)

<b>Project xx-05</b> <b>Public Services Street Section Maintenance</b> This project funds the pole replacement preventative maintenance program (which is designed to replace poles based on a 40-year life cycle) as well as the street sign and pavement markings replacement and maintenance.	Sponsor Department: Public Works					
	Category: Streets and Sidewalks					
	Additional Annual O&M Costs: None		Prevailing Wage?			Yes
<b>Funding Sources</b>	<b>Project Number and Fiscal Year</b>					
	24-05	25-05	26-05	27-05	28-05	
	2023-24	2024-25	2025-26	2026-27	2027-28	Total
CIP Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)	\$ 400	\$ -	\$ -	\$ -	\$ -	\$ 400
Construction/Conveyance Tax	\$ -	\$ 408	\$ 416	\$ 424	\$ 433	\$ 1,681
Shoreline Community	\$ 50	\$ 51	\$ 52	\$ 53	\$ 54	\$ 260
<b>Total</b>	<b>\$ 450</b>	<b>\$ 459</b>	<b>\$ 468</b>	<b>\$ 477</b>	<b>\$ 487</b>	<b>\$ 2,341</b>

<b>Project xx-06</b> <b>Water System Improvements and Recycled Water System Improvements</b> Scheduled replacement of water and recycled water system components and minor unscheduled improvements to the City's water system.	Sponsor Department: Public Works					
	Category: Utilities					
	Additional Annual O&M Costs: None		Prevailing Wage?			Yes
<b>Funding Sources</b>	<b>Project Number and Fiscal Year</b>					
	24-06	25-06	26-06	27-06	28-06	
	2023-24	2024-25	2025-26	2026-27	2027-28	Total
Water (Includes Water Capacity Fees)	\$ 748	\$ 763	\$ 778	\$ 794	\$ 810	\$ 3,893
<b>Total</b>	<b>\$ 748</b>	<b>\$ 763</b>	<b>\$ 778</b>	<b>\$ 794</b>	<b>\$ 810</b>	<b>\$ 3,893</b>

<b>Project xx-07</b> <b>Wastewater System Improvements</b> Unscheduled improvements/repairs to the City's wastewater collection and pumping system.	Sponsor Department: Public Works					
	Category: Utilities					
	Additional Annual O&M Costs: None		Prevailing Wage?			Yes
<b>Funding Sources</b>	<b>Project Number and Fiscal Year</b>					
	24-07	25-07	26-07	27-07	28-07	
	2023-24	2024-25	2025-26	2026-27	2027-28	Total
Wastewater (Includes Sewer Capacity Fees)	\$ 191	\$ 195	\$ 199	\$ 203	\$ 207	\$ 995
<b>Total</b>	<b>\$ 191</b>	<b>\$ 195</b>	<b>\$ 199</b>	<b>\$ 203</b>	<b>\$ 207</b>	<b>\$ 995</b>

<b>Project xx-08</b> <b>Annual Water Main/Service Line Replacement</b> Replace corroded and/or undersized water main pipes on various streets. The replacements include water services, fire hydrants and saddle replacements.	Sponsor Department: Public Works					
	Category: Utilities					
	Additional Annual O&M Costs: None		Prevailing Wage?			Yes
<b>Funding Sources</b>	<b>Project Number and Fiscal Year</b>					
	24-08	25-08	26-08	27-08	28-08	
	2023-24	2024-25	2025-26	2026-27	2027-28	Total
Water (Includes Water Capacity Fees)	\$ 3,077	\$ 3,139	\$ 3,201	\$ 3,265	\$ 3,331	\$ 16,013
<b>Total</b>	<b>\$ 3,077</b>	<b>\$ 3,139</b>	<b>\$ 3,201</b>	<b>\$ 3,265</b>	<b>\$ 3,331</b>	<b>\$ 16,013</b>

## Recommended Non-Discretionary Projects

(in thousands of dollars)

<b>Project xx-09</b> <b>Annual Storm/Sanitary Sewer Main Replacement</b> Repair and replace storm and sanitary sewer pipes, manholes and systems identified by the City's annual line televising program.	Sponsor Department:	Public Works		Prevailing Wage?	Yes																	
	Category:	Utilities																				
	Additional Annual O&M Costs:	None																				
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>24-09</th> <th>25-09</th> <th>26-09</th> <th>27-09</th> <th>28-09</th> </tr> </thead> <tbody> <tr> <td>2023-24</td> <td>2024-25</td> <td>2025-26</td> <td>2026-27</td> <td>2027-28</td> <td></td> </tr> </tbody> </table>					Project Number and Fiscal Year					Total	24-09	25-09	26-09	27-09	28-09	2023-24	2024-25	2025-26	2026-27	2027-28	
Project Number and Fiscal Year					Total																	
24-09	25-09	26-09	27-09	28-09																		
2023-24	2024-25	2025-26	2026-27	2027-28																		
Wastewater (Includes Sewer Capacity Fees)	\$ 1,925	\$ 1,964	\$ 2,003	\$ 2,043	\$ 2,084	\$ 10,019																
<b>Total</b>	<b>\$ 1,925</b>	<b>\$ 1,964</b>	<b>\$ 2,003</b>	<b>\$ 2,043</b>	<b>\$ 2,084</b>	<b>\$ 10,019</b>																

<b>Project xx-10</b> <b>Shoreline Landfill Gas, Cap and Leachate Maintenance</b> Annual repairs and improvements to large components of the landfill gas and leachate system. Regulatory mandates of the Bay Area Air Quality Management District and the Regional Water Quality Control Board require the City to protect the integrity of the landfill cap and prevent surface emissions by regrading, filling, recompacting, and making other improvements.	Sponsor Department:	Public Works		Prevailing Wage?	Yes																	
	Category:	Regulatory Requirements																				
	Additional Annual O&M Costs:	None																				
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>24-10</th> <th>25-10</th> <th>26-10</th> <th>27-10</th> <th>28-10</th> </tr> </thead> <tbody> <tr> <td>2023-24</td> <td>2024-25</td> <td>2025-26</td> <td>2026-27</td> <td>2027-28</td> <td></td> </tr> </tbody> </table>					Project Number and Fiscal Year					Total	24-10	25-10	26-10	27-10	28-10	2023-24	2024-25	2025-26	2026-27	2027-28	
Project Number and Fiscal Year					Total																	
24-10	25-10	26-10	27-10	28-10																		
2023-24	2024-25	2025-26	2026-27	2027-28																		
Solid Waste	\$ 320	\$ 326	\$ 333	\$ 340	\$ 346	\$ 1,665																
<b>Total</b>	<b>\$ 320</b>	<b>\$ 326</b>	<b>\$ 333</b>	<b>\$ 340</b>	<b>\$ 346</b>	<b>\$ 1,665</b>																

<b>Project xx-11</b> <b>Shoreline Infrastructure Maintenance</b> Maintenance of water lines, sewer lines, storm drainage system, and water system supplying the sailing lake.	Sponsor Department:	Public Works		Prevailing Wage?	Yes																	
	Category:	Utilities																				
	Additional Annual O&M Costs:	None																				
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>24-11</th> <th>25-11</th> <th>26-11</th> <th>27-11</th> <th>28-11</th> </tr> </thead> <tbody> <tr> <td>2023-24</td> <td>2024-25</td> <td>2025-26</td> <td>2026-27</td> <td>2027-28</td> <td></td> </tr> </tbody> </table>					Project Number and Fiscal Year					Total	24-11	25-11	26-11	27-11	28-11	2023-24	2024-25	2025-26	2026-27	2027-28	
Project Number and Fiscal Year					Total																	
24-11	25-11	26-11	27-11	28-11																		
2023-24	2024-25	2025-26	2026-27	2027-28																		
Shoreline Community	\$ 177	\$ 181	\$ 184	\$ 188	\$ 192	\$ 922																
<b>Total</b>	<b>\$ 177</b>	<b>\$ 181</b>	<b>\$ 184</b>	<b>\$ 188</b>	<b>\$ 192</b>	<b>\$ 922</b>																

<b>Project xx-12</b> <b>Facilities Maintenance Plan</b> Repair, replace, or maintain City facilities (HVAC, roofs, carpets, plumbing, painting, etc.).	Sponsor Department:	Public Works		Prevailing Wage?	Yes																	
	Category:	Facilities																				
	Additional Annual O&M Costs:	None																				
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>24-12</th> <th>25-12</th> <th>26-12</th> <th>27-12</th> <th>28-12</th> </tr> </thead> <tbody> <tr> <td>2023-24</td> <td>2024-25</td> <td>2025-26</td> <td>2026-27</td> <td>2027-28</td> <td></td> </tr> </tbody> </table>					Project Number and Fiscal Year					Total	24-12	25-12	26-12	27-12	28-12	2023-24	2024-25	2025-26	2026-27	2027-28	
Project Number and Fiscal Year					Total																	
24-12	25-12	26-12	27-12	28-12																		
2023-24	2024-25	2025-26	2026-27	2027-28																		
CIP Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)	\$ 672	\$ 685	\$ 699	\$ 713	\$ 727	\$ 3,496																
Shoreline Community	\$ 183	\$ 187	\$ 190	\$ 194	\$ 198	\$ 952																
<b>Total</b>	<b>\$ 855</b>	<b>\$ 872</b>	<b>\$ 889</b>	<b>\$ 907</b>	<b>\$ 925</b>	<b>\$ 4,448</b>																

## Recommended Non-Discretionary Projects

(in thousands of dollars)

<b>Project xx-13</b> <b>Planned and Emergency Facilities Projects</b> Emergency and Planned Facilities Projects that are currently not covered by xx-12, but are vital to the City's infrastructure.	Sponsor Department: Public Works Category: Facilities Additional Annual O&M Costs: None	Public Works Facilities None	Prevailing Wage?	Yes																	
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>24-13</th> <th>25-13</th> <th>26-13</th> <th>27-13</th> <th>28-13</th> </tr> <tr> <th>2023-24</th> <th>2024-25</th> <th>2025-26</th> <th>2026-27</th> <th>2027-28</th> <th></th> </tr> </table>				Project Number and Fiscal Year					Total	24-13	25-13	26-13	27-13	28-13	2023-24	2024-25	2025-26	2026-27	2027-28	
Project Number and Fiscal Year					Total																
24-13	25-13	26-13	27-13	28-13																	
2023-24	2024-25	2025-26	2026-27	2027-28																	
CIP Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)	\$ 525	\$ 536	\$ 546	\$ 557	\$ 568	\$ 2,732															
Shoreline Community	\$ 143	\$ 146	\$ 149	\$ 152	\$ 155	\$ 745															
<b>Total</b>	<b>\$ 668</b>	<b>\$ 682</b>	<b>\$ 695</b>	<b>\$ 709</b>	<b>\$ 723</b>	<b>\$ 3,477</b>															

<b>Project xx-14</b> <b>Annual New Energy Conservation Measures</b> Fund energy conservation efforts in City facilities.	Sponsor Department: Public Works Category: Facilities Additional Annual O&M Costs: None	Public Works Facilities None	Prevailing Wage?	Yes																	
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>24-14</th> <th>25-14</th> <th>26-14</th> <th>27-14</th> <th>28-14</th> </tr> <tr> <th>2023-24</th> <th>2024-25</th> <th>2025-26</th> <th>2026-27</th> <th>2027-28</th> <th></th> </tr> </table>				Project Number and Fiscal Year					Total	24-14	25-14	26-14	27-14	28-14	2023-24	2024-25	2025-26	2026-27	2027-28	
Project Number and Fiscal Year					Total																
24-14	25-14	26-14	27-14	28-14																	
2023-24	2024-25	2025-26	2026-27	2027-28																	
Construction/Conveyance Tax	\$ -	\$ 91	\$ 93	\$ 94	\$ 96	\$ 374															
CIP Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)	\$ 89	\$ -	\$ -	\$ -	\$ -	\$ 89															
Shoreline Community	\$ 24	\$ 24	\$ 25	\$ 25	\$ 26	\$ 124															
<b>Total</b>	<b>\$ 113</b>	<b>\$ 115</b>	<b>\$ 118</b>	<b>\$ 119</b>	<b>\$ 122</b>	<b>\$ 587</b>															

<b>Project 24-15, 26-15 &amp; 28-15</b> <b>Biennial Intersection Traffic Signal System - Major Replacements and Upgrades</b> Biennial project to replace/upgrade one existing traffic signal and controller that are at the end of their useful lives. <b>Projects 25-15 &amp; 27-15</b> <b>Biennial ADA Improvements to City Facilities</b> Continuation of efforts to implement ADA improvements at City facilities.	Sponsor Department: Public Works Category: Traffic, Parking and Transportation/Facilities Additional Annual O&M Costs: None	Public Works Traffic, Parking and Transportation/Facilities None	Prevailing Wage?	Yes/Yes																	
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>24-15</th> <th>25-15</th> <th>26-15</th> <th>27-15</th> <th>28-15</th> </tr> <tr> <th>2023-24</th> <th>2024-25</th> <th>2025-26</th> <th>2026-27</th> <th>2027-28</th> <th></th> </tr> </table>				Project Number and Fiscal Year					Total	24-15	25-15	26-15	27-15	28-15	2023-24	2024-25	2025-26	2026-27	2027-28	
Project Number and Fiscal Year					Total																
24-15	25-15	26-15	27-15	28-15																	
2023-24	2024-25	2025-26	2026-27	2027-28																	
Construction/Conveyance Tax	\$ 1,189	\$ 105	\$ 1,237	\$ 109	\$ 1,287	\$ 3,927															
<b>Total</b>	<b>\$ 1,189</b>	<b>\$ 105</b>	<b>\$ 1,237</b>	<b>\$ 109</b>	<b>\$ 1,287</b>	<b>\$ 3,927</b>															

## Recommended Non-Discretionary Projects

(in thousands of dollars)

<b>Project xx-16</b> <b>Annual Traffic Infrastructure Maintenance/NTMP Improvements</b> Funding for traffic calming devices on neighborhood, local, and residential streets in conformance with the Neighborhood Traffic Management Program, as well as annual bicycle counts and contracts with consultants regarding improving traffic flow. Replace traffic signal controllers, traffic detector loops, back-up batteries, LED signal lights and radar speed signs.	Sponsor Department:	Public Works						
	Category:	Traffic, Parking and Transportation						
	Additional Annual O&M Costs:	None				Prevailing Wage?	Yes	
<b>Funding Sources</b>	<b>Project Number and Fiscal Year</b>							
	<b>24-16</b>	<b>25-16</b>	<b>26-16</b>	<b>27-16</b>	<b>28-16</b>			
	<b>2023-24</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>		
Construction/Conveyance Tax	\$ 608	\$ 620	\$ 633	\$ 645	\$ 658	\$ 3,164		
Shoreline Community	\$ 81	\$ 83	\$ 84	\$ 86	\$ 88	\$ 422		
<b>Total</b>	<b>\$ 689</b>	<b>\$ 703</b>	<b>\$ 717</b>	<b>\$ 731</b>	<b>\$ 746</b>	<b>\$ 3,586</b>		

<b>Project xx-17</b> <b>Annual Parks Renovations/Improvements</b> Annual Repairs and Improvements to City parks. In 2023-24, adding \$100,000 ongoing for Pour-in Place to maintain replacement schedule.	Sponsor Department:	Community Services						
	Category:	Parks and Recreation						
	Additional Annual O&M Costs:	None				Prevailing Wage?	Yes	
<b>Funding Sources</b>	<b>Project Number and Fiscal Year</b>							
	<b>24-17</b>	<b>25-17</b>	<b>26-17</b>	<b>27-17</b>	<b>28-17</b>			
	<b>2023-24</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>		
Construction/Conveyance Tax	\$ 273	\$ 278	\$ 284	\$ 290	\$ 296	\$ 1,421		
<b>Total</b>	<b>\$ 273</b>	<b>\$ 278</b>	<b>\$ 284</b>	<b>\$ 290</b>	<b>\$ 296</b>	<b>\$ 1,421</b>		

<b>Project xx-18</b> <b>Forestry Maintenance Program and Street Tree Replanting</b> Contract to prune, remove, stump, purchase and plant approximately 800 to 1,000 medium to large trees within the City. Maintain trees damaged by freezing, disease, drought and other natural causes. FY 2023-24 Onetime \$97,000 increase for Outreach and Education program.	Sponsor Department:	Community Services						
	Category:	Parks and Recreation						
	Additional Annual O&M Costs:	None				Prevailing Wage?	Yes	
<b>Funding Sources</b>	<b>Project Number and Fiscal Year</b>							
	<b>24-18</b>	<b>25-18</b>	<b>26-18</b>	<b>27-18</b>	<b>28-18</b>			
	<b>2023-24</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>		
Construction/Conveyance Tax	\$ 610	\$ 523	\$ 534	\$ 544	\$ 555	\$ 2,766		
<b>Total</b>	<b>\$ 610</b>	<b>\$ 523</b>	<b>\$ 534</b>	<b>\$ 544</b>	<b>\$ 555</b>	<b>\$ 2,766</b>		

<b>Project 24-19, 26-19 &amp; 28-19</b> <b>Biennial Parks Pathway Resurfacing</b> Renovate various park pathways within City parks. <b>Projects 25-19 &amp; 27-19</b> <b>Biennial Good Neighbor Fence (GNF) Replacements</b> Funding to replace fencing between City parks and private property.	Sponsor Department:	Community Services						
	Category:	Parks and Recreation						
	Additional Annual O&M Costs:	None				Prevailing Wage?	Yes	
<b>Funding Sources</b>	<b>Project Number and Fiscal Year</b>							
	<b>24-19</b>	<b>25-19</b>	<b>26-19</b>	<b>27-19</b>	<b>28-19</b>			
	<b>2023-24</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>		
Construction/Conveyance Tax	\$ 214	\$ 42	\$ 223	\$ 44	\$ 232	\$ 755		
<b>Total</b>	<b>\$ 214</b>	<b>\$ 42</b>	<b>\$ 223</b>	<b>\$ 44</b>	<b>\$ 232</b>	<b>\$ 755</b>		

## Recommended Non-Discretionary Projects

(in thousands of dollars)

<b>Projects 24-20, 26-20 &amp; 28-20</b> <b>Biennial Median Renovations and Roadway Landscape Renovations</b> Biennial repairs and improvements to City landscaped medians and roadway landscaping. FY 2023-24 added \$200k ongoing funds for Biodiverse Landscaping.	Sponsor Department: Category: Additional Annual O&M Costs:	Community Services Parks and Recreation None	Prevailing Wage?	Yes		
<b>Projects 25-20 &amp; 27-20</b> <b>Biennial Tennis Court Resurfacing</b> Periodic routine resurfacing of tennis courts at the following parks: Cuesta, Rengstorff, Cooper, Stevenson, Sylvan and Whisman.						
<b>Funding Sources</b>	<b>Project Number and Fiscal Year</b>					
	<b>24-20</b>	<b>25-20</b>	<b>26-20</b>	<b>27-20</b>	<b>28-20</b>	
	<b>2023-24</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Construction/Conveyance Tax	\$ 282	\$ 98	\$ 293	\$ 102	\$ 305	\$ 1,080
<b>Total</b>	<b>\$ 282</b>	<b>\$ 98</b>	<b>\$ 293</b>	<b>\$ 102</b>	<b>\$ 305</b>	<b>\$ 1,080</b>

<b>Project 24-21, 26-21 &amp; 28-21</b> <b>Biennial Shoreline Pathway, Roadway, Parking Improvements</b> Correct drainage problems and damage due to differential settlement; provide pathway, roadway and parking related improvements.	Sponsor Department: Category: Additional Annual O&M Costs:	Community Services Parks and Recreation None	Prevailing Wage?	Yes		
<b>Projects 25-21 &amp; 27-21</b> <b>Biennial Turf and Bunker Improvements</b> Biennial CIP for turf and bunker improvements that are needed from continued settling of the landfill and wildlife habituating on and around the golf course.						
<b>Funding Sources</b>	<b>Project Number and Fiscal Year</b>					
	<b>24-21</b>	<b>25-21</b>	<b>26-21</b>	<b>27-21</b>	<b>28-21</b>	
	<b>2023-24</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Shoreline Community	\$ 630	\$ 325	\$ 655	\$ 338	\$ 682	\$ 2,630
<b>Total</b>	<b>\$ 630</b>	<b>\$ 325</b>	<b>\$ 655</b>	<b>\$ 338</b>	<b>\$ 682</b>	<b>\$ 2,630</b>

<b>Project xx-22</b> <b>Developer Reimbursements</b> Construction of street and utility improvements concurrent with private development. Adjacent properties benefiting from street and utility improvements will be required to reimburse the City for the improvements.	Sponsor Department: Category: Additional Annual O&M Costs:	Public Works Miscellaneous None	Prevailing Wage?	No		
<b>Funding Sources</b>	<b>Project Number and Fiscal Year</b>					
	<b>24-22</b>	<b>25-22</b>	<b>26-22</b>	<b>27-22</b>	<b>28-22</b>	
	<b>2023-24</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Construction/Conveyance Tax	\$ 34	\$ 35	\$ 35	\$ 36	\$ 37	\$ 177
Water (Includes Water Capacity Fees)	\$ 34	\$ 35	\$ 35	\$ 36	\$ 37	\$ 177
Wastewater (Includes Sewer Capacity Fees)	\$ 34	\$ 35	\$ 35	\$ 36	\$ 37	\$ 177
Storm Drain Construction	\$ 34	\$ 35	\$ 35	\$ 36	\$ 37	\$ 177
<b>Total</b>	<b>\$ 136</b>	<b>\$ 140</b>	<b>\$ 140</b>	<b>\$ 144</b>	<b>\$ 148</b>	<b>\$ 708</b>

## Recommended Non-Discretionary Projects

(in thousands of dollars)

<b>Project xx-23</b> <b>Maintenance Agreement for JPB/VTA Transit Center</b> Reimbursement of City expenses by Joint Powers Board and Valley Transit Authority.	Sponsor Department: Public Works Category: Miscellaneous Additional Annual O&M Costs: None	Public Works Miscellaneous None	Prevailing Wage?	Yes																	
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>24-23</th> <th>25-23</th> <th>26-23</th> <th>27-23</th> <th>28-23</th> </tr> </thead> <tbody> <tr> <td>2023-24</td> <td>2024-25</td> <td>2025-26</td> <td>2026-27</td> <td>2027-28</td> <td></td> </tr> </tbody> </table>				Project Number and Fiscal Year					Total	24-23	25-23	26-23	27-23	28-23	2023-24	2024-25	2025-26	2026-27	2027-28	
Project Number and Fiscal Year					Total																
24-23	25-23	26-23	27-23	28-23																	
2023-24	2024-25	2025-26	2026-27	2027-28																	
Other (Reimbursement)	\$ 68	\$ 69	\$ 71	\$ 72	\$ 74	\$ 354															
<b>Total</b>	<b>\$ 68</b>	<b>\$ 69</b>	<b>\$ 71</b>	<b>\$ 72</b>	<b>\$ 74</b>	<b>\$ 354</b>															

<b>Project xx-24</b> <b>North Bayshore Semi-Annual Traffic Counts</b> Perform traffic counts in the North Bayshore area to support the Transportation Demand Management (TDM) goals.	Sponsor Department: Public Works Category: Traffic, Parking and Transportation Additional Annual O&M Costs: None	Public Works Traffic, Parking and Transportation None	Prevailing Wage?	No																	
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>24-24</th> <th>25-24</th> <th>26-24</th> <th>27-24</th> <th>28-24</th> </tr> </thead> <tbody> <tr> <td>2023-24</td> <td>2024-25</td> <td>2025-26</td> <td>2026-27</td> <td>2027-28</td> <td></td> </tr> </tbody> </table>				Project Number and Fiscal Year					Total	24-24	25-24	26-24	27-24	28-24	2023-24	2024-25	2025-26	2026-27	2027-28	
Project Number and Fiscal Year					Total																
24-24	25-24	26-24	27-24	28-24																	
2023-24	2024-25	2025-26	2026-27	2027-28																	
Shoreline Community	\$ 175	\$ 179	\$ 182	\$ 186	\$ 189	\$ 911															
<b>Total</b>	<b>\$ 175</b>	<b>\$ 179</b>	<b>\$ 182</b>	<b>\$ 186</b>	<b>\$ 189</b>	<b>\$ 911</b>															

<b>Project xx-25</b> <b>Annual Regional Public Safety</b> Conversion of the City's Public Safety radio infrastructure in support of the Silicon Valley Regional Interoperability Authority's (SVRIA's) Regional Communications System (RCS) project. Annual Project needed through 2030-31. FY 2023-24 adding \$30,000 ongoing for cost increase from SVRIA.	Sponsor Department: Police Category: Miscellaneous Additional Annual O&M Costs: None	Police Miscellaneous None	Prevailing Wage?	No																	
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>24-25</th> <th>25-25</th> <th>26-25</th> <th>27-25</th> <th>28-25</th> </tr> </thead> <tbody> <tr> <td>2023-24</td> <td>2024-25</td> <td>2025-26</td> <td>2026-27</td> <td>2027-28</td> <td></td> </tr> </tbody> </table>				Project Number and Fiscal Year					Total	24-25	25-25	26-25	27-25	28-25	2023-24	2024-25	2025-26	2026-27	2027-28	
Project Number and Fiscal Year					Total																
24-25	25-25	26-25	27-25	28-25																	
2023-24	2024-25	2025-26	2026-27	2027-28																	
Construction/Conveyance Tax	\$ 180	\$ 180	\$ 180	\$ 180	\$ 180	\$ 900															
<b>Total</b>	<b>\$ 180</b>	<b>\$ 180</b>	<b>\$ 180</b>	<b>\$ 180</b>	<b>\$ 180</b>	<b>\$ 900</b>															

<b>Projects xx-26</b> <b>Annual Real Estate Technical and Legal Services</b> Funding for appraisals, environmental reports, surveys, and lease preparation/review services for City Real Estate activity.	Sponsor Department: Public Works Category: Miscellaneous Additional Annual O&M Costs: None	Public Works Miscellaneous None	Prevailing Wage?	No																	
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Project Number and Fiscal Year</th> <th rowspan="2">Total</th> </tr> <tr> <th>24-26</th> <th>25-26</th> <th>26-26</th> <th>27-26</th> <th>28-26</th> </tr> </thead> <tbody> <tr> <td>2023-24</td> <td>2024-25</td> <td>2025-26</td> <td>2026-27</td> <td>2027-28</td> <td></td> </tr> </tbody> </table>				Project Number and Fiscal Year					Total	24-26	25-26	26-26	27-26	28-26	2023-24	2024-25	2025-26	2026-27	2027-28	
Project Number and Fiscal Year					Total																
24-26	25-26	26-26	27-26	28-26																	
2023-24	2024-25	2025-26	2026-27	2027-28																	
Construction/Conveyance Tax	\$ 50	\$ 51	\$ 52	\$ 53	\$ 54	\$ 260															
Shoreline Community	\$ 50	\$ 51	\$ 52	\$ 53	\$ 54	\$ 260															
<b>Total</b>	<b>\$ 100</b>	<b>\$ 102</b>	<b>\$ 104</b>	<b>\$ 106</b>	<b>\$ 108</b>	<b>\$ 520</b>															

**Recommended Non-Discretionary Projects**  
(in thousands of dollars)

<b>Project xx-27</b> <b>Capital Improvement Program Development</b> This project funds staff time associated with preparation of the annual CIP.	Sponsor Department: Public Works		Category: Miscellaneous		Additional Annual O&M Costs: None	Prevailing Wage? No	
	<b>Project Number and Fiscal Year</b>						
	<b>24-27</b>	<b>25-27</b>	<b>26-27</b>	<b>27-27</b>			<b>28-27</b>
<b>Funding Sources</b>	<b>2023-24</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>	
CIP Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)	\$ 25	\$ 26	\$ 26	\$ 27	\$ 27	\$ 131	
Water (Includes Water Capacity Fees)	\$ 25	\$ 26	\$ 26	\$ 27	\$ 27	\$ 131	
Wastewater (Includes Sewer Capacity Fees)	\$ 25	\$ 26	\$ 26	\$ 27	\$ 27	\$ 131	
<b>Total</b>	\$ 75	\$ 78	\$ 78	\$ 81	\$ 81	\$ 393	

<b>Project xx-27</b> <b>Information Technology Projects</b> (1-5 Separate Projects Per Fiscal Year)	Sponsor Department: Information Technology		Category: IT and Communication		Additional Annual O&M Costs: None	Prevailing Wage? No	
	<b>Project Number and Fiscal Year</b>						
		<b>25-27</b>	<b>26-27</b>	<b>28-27</b>			<b>29-27</b>
<b>Funding Sources</b>	<b>2023-24</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>	
Construction/Conveyance Tax	\$ -	\$ 510	\$ 510	\$ 510	\$ 480	\$ 2,010	
Water (Includes Water Capacity Fees)	\$ -	\$ 30	\$ 30	\$ 30	\$ 30	\$ 120	
Wastewater (Includes Sewer Capacity Fees)	\$ -	\$ 30	\$ 30	\$ 30	\$ 30	\$ 120	
Solid Waste	\$ -	\$ -	\$ -	\$ -	\$ 30	\$ 30	
Development Services	\$ -	\$ -	\$ -	\$ -	\$ 30	\$ 30	
Shoreline Community	\$ -	\$ 30	\$ 30	\$ 30	\$ -	\$ 90	
<b>Total</b>	\$ -	\$ 600	\$ 600	\$ 600	\$ 600	\$ 2,400	

## Recommended FY 2023-24 Discretionary Projects

(in thousands of dollars)

Project No.	Discretionary Projects	Budget
24-28	Street Reconstruction Project	\$ 1,000
24-29	2023/24 City Bridges and Culverts Structural Inspection and Repairs	300
24-30	Cross Culvert Removal and Storm Drain Extensions	710
24-31	Fire Station No. 3, Feasibility Study and Preliminary Design	1,000
24-32	Firefighter Personal Protective Equipment Storage at Fire Stations, 1, 3 and 4	1,250
24-33	Civic Center Infrastructure, Phase III	650
24-34	Generator Project, Planning	200
24-35	Security Badge System, Phase II and III	120
24-36	San Rafael Avenue Park, Design and Construction	6,000
24-37	Shoreline Lake Cove and Hill Landscaping	240
24-38	Underground Utilities at 1020 Terra Bella	1,000
24-39	East Sewage Trunk Main, Inspection and Cleaning	310
24-40	Sondgroth Way/Showers Drive Sewer Main Realignment, Construction	3,910
24-41	Miramonte Reservoir Roof Seismic Upgrade	200
24-42	Landfill Gas Collection System Replacement Back 9, Design	650
24-43	Creek Assessment and Erosion Repair / Rehabilitation	400
24-44	Coast Casey Area Improvements Plan	1,500
	<b>Total: Discretionary Projects</b>	<b>\$ 19,440</b>

## Recommended Discretionary Projects

(in thousands of dollars)

<b>Project 24-28</b> <b>Street Reconstruction Project</b> Scope of the project includes removal of existing roadway pavement and construction of new sidewalk, curb, gutter, roadway pavement, and storm drainage system.	Sponsor Department: Public Works Category: Streets and Sidewalks Additional Annual O&M Costs: None      Prevailing Wage? Yes						
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;"></td> <td style="width: 10%; text-align: center;"><b>24-28</b></td> <td style="width: 10%;"></td> </tr> <tr> <td></td> <td style="text-align: center;"><b>2023-24</b></td> <td></td> </tr> </table>		<b>24-28</b>			<b>2023-24</b>	
	<b>24-28</b>						
	<b>2023-24</b>						
CIP Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)	\$ 120						
Measure B 2016 Sales Tax	\$ 880						
<b>Total</b>	<b>\$ 1,000</b>						

<b>Project 24-29</b> <b>2023/24 City Bridges and Culverts Structural Inspection and Repairs</b> Funding for construction/repairs of deficiencies of City-owned vehicular and pedestrian bridges, culverts, tunnels and observation decks identified through the inspections by City consultant and/or Caltrans.	Sponsor Department: Public Works Category: Regulatory Requirements Additional Annual O&M Costs: None      Prevailing Wage? Yes						
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;"></td> <td style="width: 10%; text-align: center;"><b>24-29</b></td> <td style="width: 10%;"></td> </tr> <tr> <td></td> <td style="text-align: center;"><b>2023-24</b></td> <td></td> </tr> </table>		<b>24-29</b>			<b>2023-24</b>	
	<b>24-29</b>						
	<b>2023-24</b>						
CIP Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)	\$ 300						
<b>Total</b>	<b>\$ 300</b>						

<b>Project 24-30</b> <b>Cross Culvert Removal and Storm Drain Extension</b> This project proposes to remove cross culverts at one intersection a year. Project scope includes removal of cross culverts, construction of new curb ramps, curb, gutter, roadway pavement and storm drainage.	Sponsor Department: Public Works Category: Streets and Sidewalks Additional Annual O&M Costs: None      Prevailing Wage? Yes						
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;"></td> <td style="width: 10%; text-align: center;"><b>24-30</b></td> <td style="width: 10%;"></td> </tr> <tr> <td></td> <td style="text-align: center;"><b>2023-24</b></td> <td></td> </tr> </table>		<b>24-30</b>			<b>2023-24</b>	
	<b>24-30</b>						
	<b>2023-24</b>						
Wastewater (Includes Sewer Capacity Fees)	\$ 710						
<b>Total</b>	<b>\$ 710</b>						

<b>Project 24-31</b> <b>Fire Station No. 3, Feasibility Study and Preliminary Design</b> Fire Station 3 is one of the older stations remaining in the City. The station lacks features to provide privacy, the apparatus bay is undersized and the roof requires frequent maintenance. This project will conduct a programming study to identify the needs of the fire station to meet current and projected functionalities.	Sponsor Department: Fire Category: Facilities Additional Annual O&M Costs: None      Prevailing Wage? No						
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;"></td> <td style="width: 10%; text-align: center;"><b>24-31</b></td> <td style="width: 10%;"></td> </tr> <tr> <td></td> <td style="text-align: center;"><b>2023-24</b></td> <td></td> </tr> </table>		<b>24-31</b>			<b>2023-24</b>	
	<b>24-31</b>						
	<b>2023-24</b>						
CIP Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)	\$ 1,000						
<b>Total</b>	<b>\$ 1,000</b>						

## Recommended Discretionary Projects

(in thousands of dollars)

<b>Project 24-32</b> <b>Firefighter Personal Protective Equipment Storage at Fire Stations 1, 3 and 4</b> This project will construct Personal Protective Equipment (PPE) storage facilities at Fire Stations 1, 3, and 4. Fire stations 1 and 4 require a 135sf and 200sf exterior building addition construction respectively. Fire Station 3 will have only interior.	Sponsor Department: Fire Category: Facilities Additional Annual O&M Costs: None	Prevaling Wage? Yes	
<b>Funding Sources</b>			<b>24-32</b>
			<b>2023-24</b>
CIP Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)			\$ 1,250
<b>Total</b>			<b>\$ 1,250</b>

<b>Project 24-33</b> <b>Civic Center Infrastructure, Phase III</b> These projects will fund the next phases of improvements needed to keep the Civic Center Complex in a state of good repair and looking presentable.	Sponsor Department: Public Works Category: Facilities Additional Annual O&M Costs: None	Prevaling Wage? Yes	
<b>Funding Sources</b>			<b>24-33</b>
			<b>2023-24</b>
CIP Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)			\$ 650
<b>Total</b>			<b>\$ 650</b>

<b>Project 24-34</b> <b>Generator Project, Planning</b> This project will identify and plan for the purchase and installation of emergency generators on vital City facilities.	Sponsor Department: Public Works Category: Facilities Additional Annual O&M Costs: TBD	Prevaling Wage? Yes	
<b>Funding Sources</b>			<b>24-34</b>
			<b>2023-24</b>
CIP Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)			\$ 200
<b>Total</b>			<b>\$ 200</b>

<b>Project 24-35</b> <b>Security Badge System, Phase II and III</b> The project will upgrade and add to the City Badge security system at various locations through out the City's facilities.	Sponsor Department: Public Works Category: Facilities Additional Annual O&M Costs: None	Prevaling Wage? Yes	
<b>Funding Sources</b>			<b>24-35</b>
			<b>2023-24</b>
CIP Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)			\$ 120
<b>Total</b>			<b>\$ 120</b>

## Recommended Discretionary Projects

(in thousands of dollars)

<b>Project 24-36</b> <b>San Rafael Avenue Park, Design and Construction</b> Project will design and construct a 1.66 acre park at 909 – 917 San Rafael Avenue. On September 13, 2022, the City Council approved the acquisition of the two adjacent properties on San Rafael, in order to develop a future park in the Stierlin Planning Area.	Sponsor Department: Community Services Category: Parks and Recreation Additional Annual O&M Costs: \$42,662 Prevailing Wage? Yes				
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;"></td> <td style="text-align: right;"><b>24-36</b></td> </tr> <tr> <td></td> <td style="text-align: right;"><b>2023-24</b></td> </tr> </table>		<b>24-36</b>		<b>2023-24</b>
	<b>24-36</b>				
	<b>2023-24</b>				
Parkland	\$ 6,000				
<b>Total</b>	<b>\$ 6,000</b>				

<b>Project 24-37</b> <b>Shoreline Lake Cove and Hill Landscaping</b> This project would landscape the dirt area between the pathway and lake shore on the north side of the boathouse at Shoreline Lake with native plants along the cove and grass and tall shrubs on kayak hill. Will required installation of irrigation as well as abiding by the NBS EIR Plant Palette.	Sponsor Department: Community Services Category: Parks and Recreation Additional Annual O&M Costs: None Prevailing Wage? Yes				
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;"></td> <td style="text-align: right;"><b>24-37</b></td> </tr> <tr> <td></td> <td style="text-align: right;"><b>2023-24</b></td> </tr> </table>		<b>24-37</b>		<b>2023-24</b>
	<b>24-37</b>				
	<b>2023-24</b>				
Shoreline Community	\$ 240				
<b>Total</b>	<b>\$ 240</b>				

<b>Project 24-38</b> <b>Underground Utilities at 1020 Terra Bella</b> Project will fund undergrounding utilities along the Terra Bella Avenue frontage for the 1020 Terra Bella Avenue affordable housing project.	Sponsor Department: Public Works Category: Utilities Additional Annual O&M Costs: None Prevailing Wage? Yes				
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;"></td> <td style="text-align: right;"><b>24-38</b></td> </tr> <tr> <td></td> <td style="text-align: right;"><b>2023-24</b></td> </tr> </table>		<b>24-38</b>		<b>2023-24</b>
	<b>24-38</b>				
	<b>2023-24</b>				
Citywide Public Benefit	\$ 1,000				
<b>Total</b>	<b>\$ 1,000</b>				

<b>Project 24-39</b> <b>East Sewage Trunk Main, Inspection and Cleaning</b> This project will inspect, televise and clean the east trunk main which extends from Highway 101 to the Sewage Pump Station at Shoreline, running through the western part of NASA Ames property and the northern portion of the Shoreline Golf Links. This main was installed in the 1960s and include 17,000' of pipe ranging in diameter from 27" to 42".	Sponsor Department: Public Works Category: Utilities Additional Annual O&M Costs: None Prevailing Wage? Yes				
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;"></td> <td style="text-align: right;"><b>24-39</b></td> </tr> <tr> <td></td> <td style="text-align: right;"><b>2023-24</b></td> </tr> </table>		<b>24-39</b>		<b>2023-24</b>
	<b>24-39</b>				
	<b>2023-24</b>				
Wastewater (Includes Sewer Capacity Fees)	\$ 310				
<b>Total</b>	<b>\$ 310</b>				

**Recommended Discretionary Projects**  
(in thousands of dollars)

<b>Project 24-40</b>	Sponsor Department:	Public Works		
<b>Sondgroth Way/Showers Drive/Martens Avenue Sewer Main Re-alignment, Construction</b>	Category:	Utilities		
To address the capacity deficiency, a new sanitary sewer main is recommended along Showers Drive (to avoid construction through easements) through the Crossings HOA, and along a walking path between developments to San Antonio Circle. Part of the design was completed in Project 17-50. This project will complete the remaining project design and proceed to construction of the Sondgroth Way/Showers Drive/Martens Avenue Sewer Main Re-alignment project, including Martens Avenue sewer main upsizing.	Additional Annual O&M Costs:	None	Prevailing Wage?	Yes
<b>Funding Sources</b>				
Wastewater (Includes Sewer Capacity Fees)				24-40
				2023-24
				\$ 3,910
<b>Total</b>				<b>\$ 3,910</b>

<b>Project 24-41</b>	Sponsor Department:	Public Works		
<b>Miramonte Reservoir Roof Seismic Upgrade</b>	Category:	Facilities		
Engineering study and evaluation to determine the options available to address the seismic vulnerabilities of the Miramonte Reservoir roof (constructed in 1991). The study and evaluation will review repair versus replacement and provide construction cost estimates.	Additional Annual O&M Costs:	None	Prevailing Wage?	TBD
<b>Funding Sources</b>				
Water (Includes Water Capacity Fees)				24-41
				2023-24
				\$ 200
<b>Total</b>				<b>\$ 200</b>

<b>Project 24-42</b>	Sponsor Department:	Public Works		
<b>Landfill Gas Collection System Replacement Back 9, Design</b>	Category:	Regulatory Requirements		
Design replacement of the existing landfill gas collection system at the Shoreline Landfill. Project location is within the back-nine section of the Shoreline Golf Links.	Additional Annual O&M Costs:	None	Prevailing Wage?	TBD
<b>Funding Sources</b>				
Shoreline Community				24-42
				2023-24
				\$ 650
<b>Total</b>				<b>\$ 650</b>

## Recommended Discretionary Projects

(in thousands of dollars)

<p><b>Project 24-43</b>  <b>Creek Assessment and Erosion Repair / Rehabilitation</b>                  This project will assess the embankments along Stevens and Permanente Creeks to identify areas that may need repair. Areas with erosion damage will be evaluated and options explored to reduce and mitigate the erosion that will include environmental review and significant regulatory permitting.</p>	<p>Sponsor Department: Public Works                  Category: Regulatory Requirements                  Additional Annual O&amp;M: None                  Costs: Prevaling Wage? Yes</p>		
<b>Funding Sources</b>	<table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: center;"><b>24-43</b></td> </tr> <tr> <td style="text-align: center;"><b>2023-24</b></td> </tr> </table>	<b>24-43</b>	<b>2023-24</b>
<b>24-43</b>			
<b>2023-24</b>			
CIP Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)	\$ 200		
Storm Drain Fund	\$ 200		
<b>Total</b>	<b>\$ 400</b>		

<p><b>Project 24-44</b>  <b>Coast Casey Area Improvements Plan</b>                  This project will provide planning and preliminary engineering to develop a concept design in the area that coordinates various City and Regional projects, outline environmental and regulatory permitting pathways, and identify coordination needed with neighboring and regional agencies. This plan will also develop the scope and budget required for project implementation, including design, CEQA and permitting, and construction.</p>	<p>Sponsor Department: Public Works                  Category: Regulatory Requirements                  Additional Annual O&amp;M: None                  Costs: Prevaling Wage? Yes</p>		
<b>Funding Sources</b>	<table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: center;"><b>24-44</b></td> </tr> <tr> <td style="text-align: center;"><b>2023-24</b></td> </tr> </table>	<b>24-44</b>	<b>2023-24</b>
<b>24-44</b>			
<b>2023-24</b>			
Shoreline Community	\$ 1,500		
<b>Total</b>	<b>\$ 1,500</b>		

## Recommended FY 2023-24 Amendments to Existing Projects

(in thousands of dollars)

Project No.	Amendments to Existing Projects	Budget Increase
09-35	Police Radio System Improvements and Monopole	250
12-45	Regional Public Safety Automated Information Systems	21
15-18	IT Computer Projects: 01 Work Order Management System	300
17-18	IT Computer Projects: 04 Audio Visual Equipment in Conf Rooms	100
18-43	Shoreline Bus Lane & Utility Improvements	6,000
18-69	Bernardo Ped/Bike Undercrossing, Feasibility Study and Design	2,462
19-22	Miscellaneous Storm and Sanitary Sewer Main Replacement	350
19-34	Charleston Road Improvements, Design and Construction	42,000
19-59	NB Shoreline/101 Off-Ramp Realignment	6,000
20-38	Shoreline at 101 Ped/Bike Overcrossing	(16,524)
20-41	Water & Sewer Replacement 101 at Two Locations, Construction	-
20-47	Calderon Bike Lane, Mercy to ECR	-
20-50	Stevens Creek Trail Extension Dale/Heatherstone to Remington, Design	5,400
20-64	Solar Panel Systems at City Facilities, Study	96
20-67	R3 Zone	145
20-99	Sustainability Projects	1,094
21-01	Annual Street Resurfacing and Slurry Seal Project	(800)
21-30	SB-1 Streets Project	750
21-32	City Website Software Update/Content Migration	75
21-33	IT Infrastructure and Telecommuting Support	125
21-35	Transit Center Grade Separation and Access Project, Design & Construction	5,000
21-37	Active Transportation Imp, Shoreline Blvd Pathway (Wright-Villa), Construction	5,000
21-39	Grant/Sleeper and Various Intersections, Design and Construction	2,850
21-50	City Buildings Workspace Study and Modifications	800
22-01	Annual Street Maintenance, Middlefield Road Complete Streets Project	2,550
22-29	ECR Bike & Ped (ECR/El Monte/Escuela Intersection) Improvements	2,400
22-30	Terra Bella Bikeway, Feasibility Study	-
22-34	City Hall HVAC GHG Offsets, Phase I & II	50
22-38	Rengstorff House Restoration, Interior and Outdoor, Design	570
22-41	Downtown Utility Improvements, Design & Construction	4,150
23-31	Street Reconstruction Project	-
23-35	Whisman Sports Center and MV Sports Pavilion Renovations	2,000
23-36	Pickleball Court, Study, Design and Construction	1,000
23-43	Miramonte Pump Station Improvements, Construction	2,400
23-45	Advanced Metering Infrastructure	9,300
23-49	Interim Pedestrian Mall	1,000
<b>Total: Amendments to Existing Projects</b>		<b>\$ 86,914</b>

## Recommended Amendments to Existing Projects

(in thousands of dollars)

<p><b>09-35</b>  <b>Police Radio System Improvements and Monopole</b>                  Add funding to resolve existing legacy radio infrastructure problems and would be completed in three phases. Phase 1 is Fire station IP Network and backup, Phase 2 is Backup ringdown system, and Phase 3 is installation of base station radios. This project would replace old equipment that is failing at all five fire stations.</p>	Sponsor Department: Police  Category: Information Technology and Communication  Additional Annual O&M Costs: None      Prevailing Wage Project? No																				
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;"></th> <th style="width: 25%; text-align: center;">FY 2022-23 Total Project Funding</th> <th style="width: 25%; text-align: center;">Increased Funding for FY 2023-24</th> <th style="width: 25%; text-align: center;">FY 2023-24 Total Project Funding</th> </tr> </thead> <tbody> <tr> <td>CIP Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)</td> <td style="text-align: right;">\$ 130</td> <td style="text-align: right;">\$ 150</td> <td style="text-align: right;">\$ 280</td> </tr> <tr> <td>Construction/Conveyance Tx</td> <td style="text-align: right;">\$ 30</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 30</td> </tr> <tr> <td>Shoreline Community</td> <td style="text-align: right;">\$ 170</td> <td style="text-align: right;">\$ 100</td> <td style="text-align: right;">\$ 270</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ 330</b></td> <td style="text-align: right;"><b>\$ 250</b></td> <td style="text-align: right;"><b>\$ 580</b></td> </tr> </tbody> </table>		FY 2022-23 Total Project Funding	Increased Funding for FY 2023-24	FY 2023-24 Total Project Funding	CIP Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)	\$ 130	\$ 150	\$ 280	Construction/Conveyance Tx	\$ 30	\$ -	\$ 30	Shoreline Community	\$ 170	\$ 100	\$ 270	<b>Total</b>	<b>\$ 330</b>	<b>\$ 250</b>	<b>\$ 580</b>
	FY 2022-23 Total Project Funding	Increased Funding for FY 2023-24	FY 2023-24 Total Project Funding																		
CIP Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)	\$ 130	\$ 150	\$ 280																		
Construction/Conveyance Tx	\$ 30	\$ -	\$ 30																		
Shoreline Community	\$ 170	\$ 100	\$ 270																		
<b>Total</b>	<b>\$ 330</b>	<b>\$ 250</b>	<b>\$ 580</b>																		

<p><b>Project 12-45</b>  <b>Regional Public Safety Automated Information Systems</b>                  Add \$21,393.45 for final cost share RIMS project.</p>	Sponsor Department: Police  Category: Information Technology and Communication  Additional Annual O&M Costs: None      Prevailing Wage Project? No																				
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;"></th> <th style="width: 25%; text-align: center;">FY 2022-23 Total Project Funding</th> <th style="width: 25%; text-align: center;">Increased Funding for FY 2023-24</th> <th style="width: 25%; text-align: center;">FY 2023-24 Total Project Funding</th> </tr> </thead> <tbody> <tr> <td>Construction/Conveyance Tax</td> <td style="text-align: right;">\$ 705</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 705</td> </tr> <tr> <td>Shoreline Community</td> <td style="text-align: right;">\$ 303</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 303</td> </tr> <tr> <td>Other</td> <td style="text-align: right;">\$ 3,090</td> <td style="text-align: right;">\$ 21</td> <td style="text-align: right;">\$ 3,111</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ 4,098</b></td> <td style="text-align: right;"><b>\$ 21</b></td> <td style="text-align: right;"><b>\$ 4,119</b></td> </tr> </tbody> </table>		FY 2022-23 Total Project Funding	Increased Funding for FY 2023-24	FY 2023-24 Total Project Funding	Construction/Conveyance Tax	\$ 705	\$ -	\$ 705	Shoreline Community	\$ 303	\$ -	\$ 303	Other	\$ 3,090	\$ 21	\$ 3,111	<b>Total</b>	<b>\$ 4,098</b>	<b>\$ 21</b>	<b>\$ 4,119</b>
	FY 2022-23 Total Project Funding	Increased Funding for FY 2023-24	FY 2023-24 Total Project Funding																		
Construction/Conveyance Tax	\$ 705	\$ -	\$ 705																		
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Other	\$ 3,090	\$ 21	\$ 3,111																		
<b>Total</b>	<b>\$ 4,098</b>	<b>\$ 21</b>	<b>\$ 4,119</b>																		

<p><b>Project 15-18</b>  <b>Information Technology Computer Projects</b>                  Add \$300,000 to 4151801: Work Order Management System.</p>	Sponsor Department: Information Technology  Category: Information Technology and Communication  Additional Annual O&M Costs: None      Prevailing Wage Project? No																																								
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;"></th> <th style="width: 25%; text-align: center;">FY 2022-23 Total Project Funding</th> <th style="width: 25%; text-align: center;">Increased Funding for FY 2023-24</th> <th style="width: 25%; text-align: center;">FY 2023-24 Total Project Funding</th> </tr> </thead> <tbody> <tr> <td>CIP Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)</td> <td style="text-align: right;">\$ 120</td> <td style="text-align: right;">\$ 100</td> <td style="text-align: right;">\$ 220</td> </tr> <tr> <td>Construction/Conveyance Tax</td> <td style="text-align: right;">\$ 885</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 885</td> </tr> <tr> <td>Water (Includes Water Capacity Fees)</td> <td style="text-align: right;">\$ 163</td> <td style="text-align: right;">\$ 82</td> <td style="text-align: right;">\$ 245</td> </tr> <tr> <td>Wastewater (Includes Sewer Capacity Fees)</td> <td style="text-align: right;">\$ 139</td> <td style="text-align: right;">\$ 100</td> <td style="text-align: right;">\$ 239</td> </tr> <tr> <td>Solid Waste</td> <td style="text-align: right;">\$ 33</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 33</td> </tr> <tr> <td>Shoreline Community</td> <td style="text-align: right;">\$ 130</td> <td style="text-align: right;">\$ 18</td> <td style="text-align: right;">\$ 148</td> </tr> <tr> <td>Development Services</td> <td style="text-align: right;">\$ 18</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 18</td> </tr> <tr> <td>Other</td> <td style="text-align: right;">\$ 269</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 269</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ 1,757</b></td> <td style="text-align: right;"><b>\$ 300</b></td> <td style="text-align: right;"><b>\$ 2,057</b></td> </tr> </tbody> </table>		FY 2022-23 Total Project Funding	Increased Funding for FY 2023-24	FY 2023-24 Total Project Funding	CIP Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)	\$ 120	\$ 100	\$ 220	Construction/Conveyance Tax	\$ 885	\$ -	\$ 885	Water (Includes Water Capacity Fees)	\$ 163	\$ 82	\$ 245	Wastewater (Includes Sewer Capacity Fees)	\$ 139	\$ 100	\$ 239	Solid Waste	\$ 33	\$ -	\$ 33	Shoreline Community	\$ 130	\$ 18	\$ 148	Development Services	\$ 18	\$ -	\$ 18	Other	\$ 269	\$ -	\$ 269	<b>Total</b>	<b>\$ 1,757</b>	<b>\$ 300</b>	<b>\$ 2,057</b>
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Water (Includes Water Capacity Fees)	\$ 163	\$ 82	\$ 245																																						
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Shoreline Community	\$ 130	\$ 18	\$ 148																																						
Development Services	\$ 18	\$ -	\$ 18																																						
Other	\$ 269	\$ -	\$ 269																																						
<b>Total</b>	<b>\$ 1,757</b>	<b>\$ 300</b>	<b>\$ 2,057</b>																																						

## Recommended Amendments to Existing Projects

(in thousands of dollars)

<b>Project 17-18</b> <b>Information Technology Computer Projects</b> Add \$100,000 to 4171804: Audio-Visual/Web Conferencing Equipment.		Sponsor Department: Information Technology			
		Category: Information Technology and Communication			
		Additional Annual O&M Costs:	None	Prevailing Wage Project?	No
<b>Funding Sources</b>		<i>FY 2022-23 Total Project Funding</i>	<b>Increased Funding for FY 2023-24</b>	<i>FY 2023-24 Total Project Funding</i>	
CIP Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)		\$ 277	\$ 20	\$ 297	
Construction/Conveyance Tax		\$ 73	\$ -	\$ 73	
Water (Includes Water Capacity Fees)		\$ 30	\$ 20	\$ 50	
Wastewater (Includes Sewer Capacity Fees)		\$ 27	\$ 20	\$ 47	
Solid Waste		\$ 13	\$ -	\$ 13	
Shoreline Community		\$ 17	\$ 40	\$ 57	
Development Services		\$ 33	\$ -	\$ 33	
<b>Total</b>		<b>\$ 470</b>	<b>\$ 100</b>	<b>\$ 570</b>	

<b>Project 18-43</b> <b>Shoreline Bus Lane and Utility Improvements</b> Amendment adds funding to continue moving project along as construction costs have increased.		Sponsor Department: Public Works			
		Category: Traffic, Parking and Transportation			
		Additional Annual O&M Costs:	None	Prevailing Wage Project?	Yes
<b>Funding Sources</b>		<i>FY 2022-23 Total Project Funding</i>	<b>Increased Funding for FY 2023-24</b>	<i>FY 2023-24 Total Project Funding</i>	
CIP Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)		\$ 145	\$ -	\$ 145	
Water (Includes Water Capacity Fees)		\$ 436	\$ -	\$ 436	
NBS Water Development Impact fees		\$ 1,414	\$ 2,000	\$ 3,414	
Wastewater (Includes Sewer Capacity Fees)		\$ 358	\$ 2,000	\$ 2,358	
NBS Wastewater Development Impact Fees		\$ 269	\$ -	\$ 269	
Shoreline Community		\$ 737	\$ -	\$ 737	
Shoreline 2018 A BOND		\$ 11,997	\$ 2,000	\$ 13,997	
Other		\$ 1,045	\$ -	\$ 1,045	
<b>Total</b>		<b>\$ 16,401</b>	<b>\$ 6,000</b>	<b>\$ 22,401</b>	

<b>Project 18-69</b> <b>Bernardo Ped/Bike Undercrossing, Feasibility Study and Design</b> Amendment adds \$2,461,593.60 of Prometheus funds to add design to the project.		Sponsor Department: Public Works			
		Category: Traffic, Parking and Transportation			
		Additional Annual O&M Costs:	None	Prevailing Wage Project?	TBD
<b>Funding Sources</b>		<i>FY 2022-23 Total Project Funding</i>	<b>Increased Funding for FY 2023-24</b>	<i>FY 2023-24 Total Project Funding</i>	
Prometheus Developer Fees		\$ 4,188	\$ 2,462	\$ 6,650	
<b>Total</b>		<b>\$ 4,188</b>	<b>\$ 2,462</b>	<b>\$ 6,650</b>	

## Recommended Amendments to Existing Projects

(in thousands of dollars)

<b>Project 19-22</b>		Sponsor Department: Public Works	
<b>Miscellaneous Storm and Sanitary Sewer Main Replacement</b>		Category: Utilities	
Amendment adds funding for increase in construction cost of project.		Additional Annual O&M Costs: None	Prevailing Wage Project? Yes
		FY 2022-23 Total Project Funding	Increased Funding for FY 2023-24
<b>Funding Sources</b>			FY 2023-24 Total Project Funding
Wastewater (Includes Sewer Capacity Fees)		\$ 3,617	\$ 350
<b>Total</b>		<b>\$ 3,617</b>	<b>\$ 350</b>

<b>Project 19-34</b>		Sponsor Department: Public Works	
<b>Charleston Road Improvements, Design and Construction</b>		Category: Traffic, Parking and Transportation	
Amendment adds funding for construction phase of project.		Additional Annual O&M Costs: None	Prevailing Wage Project? Yes
		FY 2022-23 Total Project Funding	Increased Funding for FY 2023-24
<b>Funding Sources</b>			FY 2023-24 Total Project Funding
Shoreline Community		\$ 4,500	\$ 2,723
NBS Transportation Development Impact Fee		\$ -	\$ 12,475
Shoreline 2018 A BOND		\$ -	\$ 2,936
Shoreline 2018 B BOND		\$ -	\$ 7,740
Shoreline Community Public Benefit		\$ -	\$ 16,126
<b>Total</b>		<b>\$ 4,500</b>	<b>\$ 42,000</b>

<b>Project 19-59</b>		Sponsor Department: Public Works	
<b>NB Shoreline/101 Off-Ramp Realignment</b>		Category: Traffic, Parking and Transportation	
Amendment adds funding for increased acquisition costs.		Additional Annual O&M Costs: None	Prevailing Wage Project? Yes
		FY 2022-23 Total Project Funding	Increased Funding for FY 2023-24
<b>Funding Sources</b>			FY 2023-24 Total Project Funding
NBS Development Impact Fee-Transportation		\$ 6,785	\$ 6,000
<b>Total</b>		<b>\$ 6,785</b>	<b>\$ 6,000</b>

## Recommended Amendments to Existing Projects

(in thousands of dollars)

<b>Project 20-38</b> <b>Shoreline at 101 Ped/Bike Overcrossing</b> Amendment decreases various Shoreline funds in order to move these time sensitive funds to more active projects.		Sponsor Department: Public Works	
		Category: Traffic, Parking and Transportation	
		Additional Annual O&M Costs: None	Prevailing Wage Project? TBD
<b>Funding Sources</b>	<i>FY 2022-23 Total Project Funding</i>	<b>Increased Funding for FY 2023-24</b>	<i>FY 2023-24 Total Project Funding</i>
Shoreline Community	\$ 1,392	\$ -	\$ 1,392
NBS Transportation Development Impact Fee	\$ 3,848	\$ (3,848)	\$ -
Shoreline 2018 A BOND	\$ 4,936	\$ (4,936)	\$ -
Shoreline 2018 B BOND	\$ 7,740	\$ (7,740)	\$ -
<b>Total</b>	<b>\$ 17,916</b>	<b>\$ (16,524)</b>	<b>\$ 1,392</b>

<b>Project 20-41</b> <b>Water &amp; Sewer Replacement 101 at Two Locations, Construction</b> Amendment replaces a portion of NBS Water Development Impact Fee with Water and Water Capacity Funds.		Sponsor Department: Public Works	
		Category: Utilities	
		Additional Annual O&M Costs: None	Prevailing Wage Project? Yes
<b>Funding Sources</b>	<i>FY 2022-23 Total Project Funding</i>	<b>Increased Funding for FY 2023-24</b>	<i>FY 2023-24 Total Project Funding</i>
Water (Includes Water Capacity Fees)	\$ 3,116	\$ 2,559	\$ 5,675
NBS Water Development Impact fees	\$ 5,971	\$ (2,559)	\$ 3,412
Wastewater (Includes Sewer Capacity Fees)	\$ 741	\$ -	\$ 741
NBS Wastewater Development Impact Fees	\$ 769	\$ -	\$ 769
Wastewater Debt Proceeds	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 10,597</b>	<b>\$ -</b>	<b>\$ 10,597</b>

<b>Project 20-47</b> <b>Calderon Bike Lane, Mercy to ECR</b> Amendment replaces Measure B 2016 Sales Tax funding with Measure P GF Transportation Reserve funding.		Sponsor Department: Public Works	
		Category: Traffic, Parking and Transportation	
		Additional Annual O&M Costs: None	Prevailing Wage Project? Yes
<b>Funding Sources</b>	<i>FY 2022-23 Total Project Funding</i>	<b>Increased Funding for FY 2023-24</b>	<i>FY 2023-24 Total Project Funding</i>
Measure P GF Transportation	\$ -	\$ 140	\$ 140
Measure B 2016 Sales Tax	\$ 570	\$ (140)	\$ 430
<b>Total</b>	<b>\$ 570</b>	<b>\$ -</b>	<b>\$ 570</b>

## Recommended Amendments to Existing Projects

(in thousands of dollars)

<b>Project 20-50</b> <b>Stevens Creek Trail Extension Dale/Heatherstone to Remington, Design</b> Amendment adds \$4,800,000 of VTA Measure B Ped/Bike Competitive Grant funding and \$600,000 of City of Sunnyvale matching funds to further the project.		Sponsor Department: Community Services			
		Category: Parks and Recreation			
		Additional Annual O&M Costs:	None	Prevailing Wage Project?	TBD
<b>Funding Sources</b>		<i>FY 2022-23 Total Project Funding</i>	<b>Increased Funding for FY 2023-24</b>	<i>FY 2023-24 Total Project Funding</i>	
Park Land		\$ 600	\$ -	\$ 600	
Other		\$ -	\$ 5,400	\$ 5,400	
<b>Total</b>		<b>\$ 600</b>	<b>\$ 5,400</b>	<b>\$ 6,000</b>	

<b>Project 20-64</b> <b>Solar Panel Systems at City Facilities, Study</b> Add \$91,000 from closure of 10-33: AB 2466 Renewable Energy Facility Evaluation to increase contract efficiencies.		Sponsor Department: City Managers Office			
		Category: Facilities			
		Additional Annual O&M Costs:	None	Prevailing Wage Project?	TBD
<b>Funding Sources</b>		<i>FY 2022-23 Total Project Funding</i>	<b>Increased Funding for FY 2023-24</b>	<i>FY 2023-24 Total Project Funding</i>	
CIP Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)		\$ -	\$ 48	\$ 48	
Construction/Conveyance Tax		\$ 200	\$ -	\$ 200	
Shoreline Community		\$ -	\$ 48	\$ 48	
<b>Total</b>		<b>\$ 200</b>	<b>\$ 96</b>	<b>\$ 296</b>	

<b>Project 20-67</b> <b>R3 Zone</b> Amendment adds \$145,000 from State of California Housing Grant.		Sponsor Department: Community Development			
		Category: Miscellaneous			
		Additional Annual O&M Costs:	None	Prevailing Wage Project?	No
<b>Funding Sources</b>		<i>FY 2022-23 Total Project Funding</i>	<b>Increased Funding for FY 2023-24</b>	<i>FY 2023-24 Total Project Funding</i>	
Development Services		\$ 1,310	\$ -	\$ 1,310	
Other		\$ -	\$ 145	\$ 145	
<b>Total</b>		<b>\$ 1,310</b>	<b>\$ 145</b>	<b>\$ 1,455</b>	

## Recommended Amendments to Existing Projects

(in thousands of dollars)

<b>Project 20-99</b> <b>Sustainability Projects</b> Transfer \$1,000,000 from the General Non-Operating Fund to 4209901, based on the updated Sustainability Action Plan, which includes updating sustainability CIP funding commitments between priorities approved by Council in the FY 22-23 Adopted Budget. Add \$94,038.92 for grant reimbursements. 1 SV Energy Grant = \$10,000 to 4209902 2 County Grants for Transportation = \$13,328.92 to 4209903 1 BAAQMD Reimbursement = \$70,710 to 4209903		Sponsor Department: City Manager/CDD/PW  Category: Miscellaneous  Additional Annual O&M Costs: None      Prevailing Wage Project? TBD															
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 33%;"></th> <th style="width: 16.5%;">FY 2022-23 Total Project Funding</th> <th style="width: 16.5%;">Increased Funding for FY 2023-24</th> <th style="width: 34%;">FY 2023-24 Total Project Funding</th> </tr> </thead> <tbody> <tr> <td>General Non Operating Fund</td> <td style="text-align: right;">\$ 7,500</td> <td style="text-align: right;">\$ 1,000</td> <td style="text-align: right;">\$ 8,500</td> </tr> <tr> <td>Other</td> <td style="text-align: right;">\$ 148</td> <td style="text-align: right;">\$ 94</td> <td style="text-align: right;">\$ 242</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ 7,648</b></td> <td style="text-align: right;"><b>\$ 1,094</b></td> <td style="text-align: right;"><b>\$ 8,742</b></td> </tr> </tbody> </table>		FY 2022-23 Total Project Funding	Increased Funding for FY 2023-24	FY 2023-24 Total Project Funding	General Non Operating Fund	\$ 7,500	\$ 1,000	\$ 8,500	Other	\$ 148	\$ 94	\$ 242	<b>Total</b>	<b>\$ 7,648</b>	<b>\$ 1,094</b>	<b>\$ 8,742</b>
	FY 2022-23 Total Project Funding	Increased Funding for FY 2023-24	FY 2023-24 Total Project Funding														
General Non Operating Fund	\$ 7,500	\$ 1,000	\$ 8,500														
Other	\$ 148	\$ 94	\$ 242														
<b>Total</b>	<b>\$ 7,648</b>	<b>\$ 1,094</b>	<b>\$ 8,742</b>														

<b>Project 21-01</b> <b>Annual Street Resurfacing and Slurry Seal Project</b> Amendment decreases Construction/Conveyance Tax funds after construction bid came in lower than anticipated. These funds are necessary for fiscal year 2023-24 projects.		Sponsor Department: Public Works  Category: Streets and Sidewalks  Additional Annual O&M Costs: None      Prevailing Wage Project? Yes																							
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 33%;"></th> <th style="width: 16.5%;">FY 2022-23 Total Project Funding</th> <th style="width: 16.5%;">Increased Funding for FY 2023-24</th> <th style="width: 34%;">FY 2023-24 Total Project Funding</th> </tr> </thead> <tbody> <tr> <td>Construction/Conveyance Tax</td> <td style="text-align: right;">\$ 1,565</td> <td style="text-align: right;">\$ (800)</td> <td style="text-align: right;">\$ 765</td> </tr> <tr> <td>Gas Tax</td> <td style="text-align: right;">\$ 1,062</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 1,062</td> </tr> <tr> <td>Citywide Transportation Impact Fee</td> <td style="text-align: right;">\$ 156</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 156</td> </tr> <tr> <td>Measure B 2016 Sales Tax</td> <td style="text-align: right;">\$ 1,000</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 1,000</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ 3,783</b></td> <td style="text-align: right;"><b>\$ (800)</b></td> <td style="text-align: right;"><b>\$ 2,983</b></td> </tr> </tbody> </table>		FY 2022-23 Total Project Funding	Increased Funding for FY 2023-24	FY 2023-24 Total Project Funding	Construction/Conveyance Tax	\$ 1,565	\$ (800)	\$ 765	Gas Tax	\$ 1,062	\$ -	\$ 1,062	Citywide Transportation Impact Fee	\$ 156	\$ -	\$ 156	Measure B 2016 Sales Tax	\$ 1,000	\$ -	\$ 1,000	<b>Total</b>	<b>\$ 3,783</b>	<b>\$ (800)</b>	<b>\$ 2,983</b>
	FY 2022-23 Total Project Funding	Increased Funding for FY 2023-24	FY 2023-24 Total Project Funding																						
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Citywide Transportation Impact Fee	\$ 156	\$ -	\$ 156																						
Measure B 2016 Sales Tax	\$ 1,000	\$ -	\$ 1,000																						
<b>Total</b>	<b>\$ 3,783</b>	<b>\$ (800)</b>	<b>\$ 2,983</b>																						

<b>Project 21-30</b> <b>SB-1 Streets Project</b> Amendment adds funding to project for increased construction costs.		Sponsor Department: Public Works  Category: Streets and Sidewalks  Additional Annual O&M Costs: None      Prevailing Wage Project? Yes															
<b>Funding Sources</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 33%;"></th> <th style="width: 16.5%;">FY 2022-23 Total Project Funding</th> <th style="width: 16.5%;">Increased Funding for FY 2023-24</th> <th style="width: 34%;">FY 2023-24 Total Project Funding</th> </tr> </thead> <tbody> <tr> <td>Senate Bill-1 Road Repair and Accountability Act</td> <td style="text-align: right;">\$ 1,300</td> <td style="text-align: right;">\$ 450</td> <td style="text-align: right;">\$ 1,750</td> </tr> <tr> <td>Measure B 2016 Sales Tax</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 300</td> <td style="text-align: right;">\$ 300</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$ 1,300</b></td> <td style="text-align: right;"><b>\$ 750</b></td> <td style="text-align: right;"><b>\$ 2,050</b></td> </tr> </tbody> </table>		FY 2022-23 Total Project Funding	Increased Funding for FY 2023-24	FY 2023-24 Total Project Funding	Senate Bill-1 Road Repair and Accountability Act	\$ 1,300	\$ 450	\$ 1,750	Measure B 2016 Sales Tax	\$ -	\$ 300	\$ 300	<b>Total</b>	<b>\$ 1,300</b>	<b>\$ 750</b>	<b>\$ 2,050</b>
	FY 2022-23 Total Project Funding	Increased Funding for FY 2023-24	FY 2023-24 Total Project Funding														
Senate Bill-1 Road Repair and Accountability Act	\$ 1,300	\$ 450	\$ 1,750														
Measure B 2016 Sales Tax	\$ -	\$ 300	\$ 300														
<b>Total</b>	<b>\$ 1,300</b>	<b>\$ 750</b>	<b>\$ 2,050</b>														

## Recommended Amendments to Existing Projects

(in thousands of dollars)

<b>Project 21-32</b> <b>City Website Software Update/Content Migration</b> Amendment adds \$75,000 to 4213201		Sponsor Department: Information Technology	
		Category: Information Technology and Communication	
		Additional Annual O&M Costs: None	Prevailing Wage Project? No
<b>Funding Sources</b>	<i>FY 2022-23 Total Project Funding</i>	<b>Increased Funding for FY 2023-24</b>	<i>FY 2023-24 Total Project Funding</i>
Development Services	\$ 110	\$ -	\$ 110
Construction/Conveyance Tax	\$ 315	\$ 15	\$ 330
Water (Includes Water Capacity Fees)	\$ 25	\$ 15	\$ 40
Wastewater (Includes Sewer Capacity Fees)	\$ 25	\$ 15	\$ 40
Shoreline Community	\$ 20	\$ 30	\$ 50
<b>Total</b>	<b>\$ 495</b>	<b>\$ 75</b>	<b>\$ 570</b>

<b>Project 21-33</b> <b>IT Infrastructure and Telecommuting Support</b> Amendment adds \$125,000 to 4213301		Sponsor Department: Information Technology	
		Category: Information Technology and Communication	
		Additional Annual O&M Costs: None	Prevailing Wage Project? No
<b>Funding Sources</b>	<i>FY 2022-23 Total Project Funding</i>	<b>Increased Funding for FY 2023-24</b>	<i>FY 2023-24 Total Project Funding</i>
CIP Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)	\$ 55	\$ 25	\$ 80
Construction/Conveyance Tax	\$ 305	\$ -	\$ 305
Water (Includes Water Capacity Fees)	\$ 30	\$ 25	\$ 55
Wastewater (Includes Sewer Capacity Fees)	\$ 30	\$ 25	\$ 55
Shoreline Community	\$ 20	\$ 50	\$ 70
<b>Total</b>	<b>\$ 440</b>	<b>\$ 125</b>	<b>\$ 565</b>

<b>Project 21-35</b> <b>Transit Center Grade Separation and Access Project, Design &amp; Construction</b> Amendment adds funding to begin the construction phase of the project.		Sponsor Department: Public Works	
		Category: Traffic, Parking and Transportation	
		Additional Annual O&M Costs: None	Prevailing Wage Project? Yes
<b>Funding Sources</b>	<i>FY 2022-23 Total Project Funding</i>	<b>Increased Funding for FY 2023-24</b>	<i>FY 2023-24 Total Project Funding</i>
Measure P GF Transportation Reserve	\$ 1,200	\$ 5,000	\$ 6,200
<b>Total</b>	<b>\$ 1,200</b>	<b>\$ 5,000</b>	<b>\$ 6,200</b>

## Recommended Amendments to Existing Projects

(in thousands of dollars)

<b>Project 21-37</b> <b>Active Transportation Improvements, Shoreline Blvd Pathway (Wright-Villa), Construction</b> Amendment adds funding (including \$2m in OBAG) for construction phase.		Sponsor Department: Public Works  Category: Traffic, Parking and Transportation  Additional Annual O&M Costs: None      Prevailing Wage Project? Yes	
<b>Funding Sources</b>	<i>FY 2022-23 Total Project Funding</i>	<b>Increased Funding for FY 2023-24</b>	<i>FY 2023-24 Total Project Funding</i>
CIP Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)	\$ 600	\$ -	\$ 600
Measure B 2016 Sales Tax	\$ -	\$ 800	\$ 800
Measure P GF Transportation Reserve	\$ -	\$ 2,200	\$ 2,200
Other	\$ -	\$ 2,000	\$ 2,000
<b>Total</b>	<b>\$ 600</b>	<b>\$ 5,000</b>	<b>\$ 5,600</b>

<b>Project 21-39</b> <b>Grant/Sleeper and Various Intersections, Design and Construction</b> The amendment adds funding for 9 additional intersection improvements.		Sponsor Department: Public Works  Category: Traffic, Parking and Transportation  Additional Annual O&M Costs: None      Prevailing Wage Project? Yes	
<b>Funding Sources</b>	<i>FY 2022-23 Total Project Funding</i>	<b>Increased Funding for FY 2023-24</b>	<i>FY 2023-24 Total Project Funding</i>
CIP Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)	\$ -	\$ 2,250	\$ 2,250
Measure P GF Transportation Reserve	\$ 75	\$ 600	\$ 675
Measure B 2016 Sales Tax	\$ 750	\$ -	\$ 750
<b>Total</b>	<b>\$ 825</b>	<b>\$ 2,850</b>	<b>\$ 3,675</b>

<b>Project 21-50</b> <b>City Buildings Workspace Study and Modifications</b> Amendment adds construction phase to project scope for office area renovations in City Hall and other buildings.		Sponsor Department: Public Works  Category: Facilities  Additional Annual O&M Costs: None      Prevailing Wage Project? Yes	
<b>Funding Sources</b>	<i>FY 2022-23 Total Project Funding</i>	<b>Increased Funding for FY 2023-24</b>	<i>FY 2023-24 Total Project Funding</i>
CIP Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)	\$ 760	\$ 800	\$ 1,560
Construction/Conveyance Tax	\$ 260	\$ -	\$ 260
Development Services	\$ 400	\$ -	\$ 400
<b>Total</b>	<b>\$ 1,420</b>	<b>\$ 800</b>	<b>\$ 2,220</b>

## Recommended Amendments to Existing Projects

(in thousands of dollars)

<b>Project 22-01</b>		Sponsor Department: Public Works	
<b>Annual Street Maintenance, Middlefield Road Complete Streets Project</b>		Category: Streets and Sidewalks	
Amendment adds funding for City match and OBAG grant award.		Additional Annual O&M Costs: None      Prevailing Wage Project? Yes	
<b>Funding Sources</b>	<i>FY 2022-23 Total Project Funding</i>	<b>Increased Funding for FY 2023-24</b>	<i>FY 2023-24 Total Project Funding</i>
Construction/Conveyance Tax	\$ 954	\$ -	\$ 954
Gas Tax	\$ 11	\$ -	\$ 11
Measure B 2016 Sales Tax	\$ 1,110	\$ -	\$ 1,110
Measure B 2010 Vehicle License Fee (VLF)	\$ 582	\$ -	\$ 582
Measure P GF Transportation Reserve	\$ -	\$ 144	\$ 144
Shoreline Community	\$ 87	\$ -	\$ 87
Other - OBAG Grant	\$ -	\$ 2,406	\$ 2,406
<b>Total</b>	<b>\$ 2,744</b>	<b>\$ 2,550</b>	<b>\$ 5,294</b>

<b>Project 22-29</b>		Sponsor Department: Public Works	
<b>El Camino Real Bike &amp; Pedestrian (El Camino Real/El Monte/Escuela Intersection) Improvements</b>		Category: Traffic, Parking and Transportation	
Amendment adds funding to increase scope for City match and OBAG grant award.		Additional Annual O&M Costs: None      Prevailing Wage Project? Yes	
<b>Funding Sources</b>	<i>FY 2022-23 Total Project Funding</i>	<b>Increased Funding for FY 2023-24</b>	<i>FY 2023-24 Total Project Funding</i>
Construction/Conveyance Tax	\$ 600	\$ -	\$ 600
Measure P GF Transportation Reserve	\$ 1,800	\$ -	\$ 1,800
Other - Measure B Grant	\$ 4,000	\$ -	\$ 4,000
Other - OBAG Grant	\$ -	\$ 2,400	\$ 2,400
<b>Total</b>	<b>\$ 6,400</b>	<b>\$ 2,400</b>	<b>\$ 8,800</b>

<b>Project 22-30</b>		Sponsor Department: Public Works	
<b>Terra Bella Bikeway, Feasibility Study</b>		Category: Traffic, Parking and Transportation	
Amendment replaces Construction/Conveyance Tax funding with Measure P GF Transportation Reserve funding.		Additional Annual O&M Costs: None      Prevailing Wage Project? TBD	
<b>Funding Sources</b>	<i>FY 2022-23 Total Project Funding</i>	<b>Increased Funding for FY 2023-24</b>	<i>FY 2023-24 Total Project Funding</i>
Construction/Conveyance Tax	\$ 210	\$ (210)	\$ -
Measure P GF Transportation Reserve	\$ -	\$ 210	\$ 210
<b>Total</b>	<b>\$ 210</b>	<b>\$ -</b>	<b>\$ 210</b>

## Recommended Amendments to Existing Projects

(in thousands of dollars)

<b>Project 22-34</b> <b>City Hall HVAC GHG Offsets, Phase I &amp; II</b> Additional funding for Phase II of the Offset programs. <b>\$50,000 for 4223402 for Community Services</b>		Sponsor Department: Public Works/Community Services	
		Category: Regulatory Requirements	
		Additional Annual O&M Costs: None	Prevailing Wage Project? Yes
<b>Funding Sources</b>	<i>FY 2022-23 Total Project Funding</i>	<b>Increased Funding for FY 2023-24</b>	<i>FY 2023-24 Total Project Funding</i>
CIP Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)	\$ -	\$ 50	\$ 50
Construction/Conveyance Tax	\$ 300	\$ -	\$ 300
<b>Total</b>	<b>\$ 300</b>	<b>\$ 50</b>	<b>\$ 350</b>

<b>Project 22-38</b> <b>Rengstorff House Restoration, Interior and Outdoor, Design</b> Additional funding needed for design to improve electrical capacity, interior and outdoor grounds that also comply with historical building regulations.		Sponsor Department: Public Works/Community Services	
		Category: Facilities	
		Additional Annual O&M Costs: None	Prevailing Wage Project? TBD
<b>Funding Sources</b>	<i>FY 2022-23 Total Project Funding</i>	<b>Increased Funding for FY 2023-24</b>	<i>FY 2023-24 Total Project Funding</i>
Shoreline Community	\$ 430	\$ 570	\$ 1,000
<b>Total</b>	<b>\$ 430</b>	<b>\$ 570</b>	<b>\$ 1,000</b>

<b>Project 22-41</b> <b>Downtown Utility Improvements, Design &amp; Construction</b> This Amendment adds funding for increased construction costs identified by the 35% Engineers Estimate of Probable Construction Costs.		Sponsor Department: Public Works	
		Category: Utilities	
		Additional Annual O&M Costs: None	Prevailing Wage Project? Yes
<b>Funding Sources</b>	<i>FY 2022-23 Total Project Funding</i>	<b>Increased Funding for FY 2023-24</b>	<i>FY 2023-24 Total Project Funding</i>
Construction/Conveyance Tax	\$ 4,420	\$ 1,941	\$ 6,361
Water (Includes Water Capacity Fees)	\$ 1,895	\$ 830	\$ 2,725
Wastewater (Includes Sewer Capacity Fees)	\$ 1,895	\$ 157	\$ 2,052
Sewer Citywide Development Impact Fee	\$ -	\$ 673	\$ 673
Measure P GF Transportation Reserve	\$ -	\$ 549	\$ 549
<b>Total</b>	<b>\$ 8,210</b>	<b>\$ 4,150</b>	<b>\$ 12,360</b>

## Recommended Amendments to Existing Projects

(in thousands of dollars)

<b>Project 23-31</b>		Sponsor Department: Public Works	
<b>Street Reconstruction Project</b>		Category: Streets and Sidewalks	
Amendment replaces 2016 Measure B funding with Measure P GF Transportation Reserve funding.		Additional Annual O&M Costs: None	
		Prevailing Wage Project? Yes	
<b>Funding Sources</b>		<i>FY 2022-23 Total Project Funding</i>	<b>Increased Funding for FY 2023-24</b>
Measure B 2016 Sales Tax	\$ 1,000	\$ (100)	\$ 900
Measure P GF Transportation Reserve	\$ -	\$ 100	\$ 100
<b>Total</b>	<b>\$ 1,000</b>	<b>\$ -</b>	<b>\$ 1,000</b>

<b>Project 23-35</b>		Sponsor Department: Community Services	
<b>Whisman Sports Center and Mountain View Sports Pavilion Renovations</b>		Category: Facilities	
Amendment adds funding for increase scope and costs for the two gyms.		Additional Annual O&M Costs: None	
		Prevailing Wage Project? Yes	
<b>Funding Sources</b>		<i>FY 2022-23 Total Project Funding</i>	<b>Increased Funding for FY 2023-24</b>
Construction/Conveyance Tax	\$ 1,000	\$ 1,000	\$ 2,000
Parkland	\$ -	\$ 1,000	\$ 1,000
<b>Total</b>	<b>\$ 1,000</b>	<b>\$ 2,000</b>	<b>\$ 3,000</b>

<b>Project 23-36</b>		Sponsor Department: Community Services	
<b>Pickleball Court, Study, Design and Construction</b>		Category: Parks and Recreation	
Amendment adds funding for the design and construction phases of the project.		Additional Annual O&M Costs: TBD	
		Prevailing Wage Project? Yes	
<b>Funding Sources</b>		<i>FY 2022-23 Total Project Funding</i>	<b>Increased Funding for FY 2023-24</b>
Parkland	\$ 200	\$ 1,000	\$ 1,200
<b>Total</b>	<b>\$ 200</b>	<b>\$ 1,000</b>	<b>\$ 1,200</b>

## Recommended Amendments to Existing Projects

(in thousands of dollars)

<b>Project 23-43</b> <b>Miramonte Pump Station Improvements, Construction</b> Amendment adds funding for the construction phase of the project.		Sponsor Department: Public Works  Category: Utilities  Additional Annual O&M Costs: None      Prevailing Wage Project? Yes	
<b>Funding Sources</b>	<i>FY 2022-23 Total Project Funding</i>	<b>Increased Funding for FY 2023-24</b>	<i>FY 2023-24 Total Project Funding</i>
Water (Includes Water Capacity Fees)	\$ 390	\$ 2,400	\$ 2,790
<b>Total</b>	<b>\$ 390</b>	<b>\$ 2,400</b>	<b>\$ 2,790</b>

<b>Project 23-45</b> <b>Advanced Metering Infrastructure</b> This amendment adds funding of Santa Clara Valley Water District rebates on property tax grant program.		Sponsor Department: Public Works  Category: Utilities  Additional Annual O&M Costs: None      Prevailing Wage Project? Yes	
<b>Funding Sources</b>	<i>FY 2022-23 Total Project Funding</i>	<b>Increased Funding for FY 2023-24</b>	<i>FY 2023-24 Total Project Funding</i>
Water (Includes Water Capacity Fees)	\$ 1,000	\$ -	\$ 1,000
Other - GP5 Funds	\$ -	\$ 9,300	\$ 9,300
<b>Total</b>	<b>\$ 1,000</b>	<b>\$ 9,300</b>	<b>\$ 10,300</b>

<b>Project 23-49</b> <b>Interim Pedestrian Mall</b> This amendment adds funding to get project through implementation.		Sponsor Department: Public Works  Category: Streets and Sidewalks  Additional Annual O&M Costs: None      Prevailing Wage Project? Yes	
<b>Funding Sources</b>	<i>FY 2022-23 Total Project Funding</i>	<b>Increased Funding for FY 2023-24</b>	<i>FY 2023-24 Total Project Funding</i>
Measure P GF Transportation Reserve	\$ -	\$ 1,000	\$ 1,000
Other-ARPA	\$ 1,500	\$ -	\$ 1,500
<b>Total</b>	<b>\$ 1,500</b>	<b>\$ 1,000</b>	<b>\$ 2,500</b>

## Planned FY 2024-25 through FY 2027-28

### Discretionary Projects

(in thousands of dollars)

Proj. No.	Discretionary Projects				
		2024-25	2025-26	2026-27	2027-28
25-xx	Active Transportation Improvements	\$ 1,000			
25-xx	Evelyn Avenue Bikeway (Franklin to Bernardo), Study and Design	2,000			
25-xx	Middlefield Road Sidewalk Across SR-85, Feasibility Study and Preliminary Design	500			
25-xx	Shoreline Blvd Cycle Track and Bus Lane Extension from Plymouth to Charleston, Design and Construction	6,000			
25-xx	Transit Center Grade Separation, Additional Construction (Placeholder)	33,000			
25-xx	ECR/Castro Protected Intersection and Castro Bikeway Imp (Yosemite/High School) and ECR, Design and Construction	3,710			
25-xx	Street Reconstruction	1,000			
25-xx	2024/25 City Bridges and Culverts Structural Inspection and Repairs	290			
25-xx	Cross Culvert Removal and Storm Drain Extensions	680			
25-xx	Rengstorff Grade Separation, Construction	105,000			
25-xx	Rengstorff Avenue Adaptive Signal System	3,110			
25-xx	Citywide Traffic Signal and Traffic Center Operations, Planning and Design	1,000			
25-xx	El Camino Real Median Landscaping Project	195			
25-xx	Callahan Field Lighting Upgrade	470			
25-xx	Rengstorff House Restoration, Interior and Outdoor, Construction	6,000			
25-xx	711 Calderon Park, Design and Construction	2,000			
25-xx	Generator Project, Implementation	1,000			
25-xx	CPA Roof Repair and Replacement	1,800			
25-xx	MOC-Confined Space/Trench, Construction	390			
25-xx	Middlefield and Moffett Sewer Replacement, Construction	9,690			
25-xx	Shoreline Area Irrigation Main Improvements, Construction (Phase I)	4,060			
25-xx	Upgrades to the Irrigation Pump Station, Phase 1, Construction	2,160			
25-xx	Shoreline PVC Landfill Gas Header Replacement, Construction	2,010			
25-xx	Shoreline Landfill Master Plan Study Update	720			
26-xx	Rengstorff Connector from Landings to Plymouth, Design and Right-of-Way		\$ 19,000		
26-xx	California Complete Streets - Showers to Shoreline, Permanent Construction (Placeholder)		25,000		
26-xx	Castro Pedestrian Mall Permanent Improvements, Evelyn to California, Planning and Preliminary Design		4,000		
26-xx	Battery Electric Bus Storage and Charging Facility, Design and Construction		600		
26-xx	Zero Emission Battery Electric Buses, Purchase		4,800		
26-xx	Street Reconstruction		1,000		
26-xx	2025/26 City Bridges and Culverts Structural Inspection and Repairs		310		
26-xx	Cross Culvert Removal and Storm Drain Extensions		700		
26-xx	Citywide Trash Capture - Phase III		330		
26-xx	North Bayshore Stevens Creek Trail Connections		1,190		
26-xx	Civic Center Infrastructure, Phase IV		3,000		
26-xx	Fire Station No 4 Modular Classroom, Design		720		
26-xx	Public Safety Vehicle Dash Cameras for Police Fleet		730		
26-xx	Public Safety Security Gates/Fencing		750		
26-xx	Public Safety Building, Construction		132,000		
26-xx	North Bayshore Branding and Wayfinding Signage Installation		270		
26-xx	Eagle Pool Improvements		1,000		

## Planned FY 2024-25 through FY 2027-28

### Discretionary Projects

(in thousands of dollars)

Proj. No.	Discretionary Projects				
		2024-25	2025-26	2026-27	2027-28
26-xx	Thompson Avenue Mini Park, Design and Construction		1,500		
26-xx	Rengstorff House West Grass & Brick Patio Stabilization Project		560		
26-xx	Turf Replacement - Shoreline Athletic Field		2,400		
26-xx	Turf Replacement - Crittenden Field		860		
26-xx	Rengstorff House Outdoor Venue Improvements		500		
26-xx	North Bayshore Recycled Water Reservoir, Construction		26,000		
26-xx	SCADA Master Plan		350		
26-xx	SRPC Water Control Imp and Shoreline Bird Island, Construction		2,500		
26-xx	Amphitheatre Pump Station - Construction		4,700		
26-xx	Whisman Pump Station Improvements, Construction		3,100		
26-xx	Shoreline Area Irrigation Main Replacements, Construction (Phase II)		4,060		
27-xx	Rengstorff Avenue Green Complete Street Improvements, Study and Preliminary Design			\$ 1,000	
27-xx	El Camino Real Protected Intersections, Design and Construction (Phase 2)			3,000	
27-xx	Evelyn Class IV Protected Bikeway (Franklin to Bernardo), Construction (Placeholder)			10,000	
27-xx	East Whisman Area Transit Oriented Dev Improvements, Phase III			4,940	
27-xx	Transit Center Financial Feasibility and Conceptual Plan			170	
27-xx	Bike Counters			270	
27-xx	Active Transportation Improvements			600	
27-xx	Street Reconstruction Project			1,000	
27-xx	2026/27 City Bridges and Culverts Structural Inspections and Repairs			330	
27-xx	Cross Culvert Removal and Storm Drain Extensions			750	
27-xx	Signage Program for Shoreline at Mountain View - Implementation of Shoreline Master Plan			1,080	
27-xx	California and Pachetti Park, Design and Construction			5,200	
27-xx	Turf Replacement - Graham School			890	
27-xx	LASD School Site Facilities			1,500	
27-xx	555 West Middlefield Park, Design and Construction			4,000	
27-xx	Apparatus/Trailer Shelters for Fire Stations 1 and 4			570	
27-xx	Fire Station #3, Construction (Placeholder)			30,000	
27-xx	Senior Center Social Hall Floor Replacement			140	
27-xx	Landfill Gas Collection System Replacement at Golf Course Back 9 Area, Construction			4,640	
27-xx	Shoreline Area Irrigation Main Replacements, Construction (Phase III)			4,060	
27-xx	Graham Reservoir Vertical Turbine Pump Evaluation			100	
28-xx	Update of North Bayshore Circulation Study (NBCS)				\$ 500
28-xx	Citywide Bike Route Program				1,670
28-xx	Citywide Traffic Signal and Traffic Center Operations, Implementation (Placeholder)				25,000
28-xx	Castro Pedestrian Mall Permanent Improvements, Evelyn to California, Design and Construction (Placeholder)				25,000
28-xx	El Camino Real Protected Intersections, Design and Construction (Phase 3)				3,000
28-xx	Moffett Boulevard Streetscape Plan, Central Expressway to Middlefield				170
28-xx	Stevens Creek Trail Extension Dale/Heatherson to Remington, Construction (Placeholder)				35,000
28-xx	Rengstorff Interchange Ramp Realignment Local Match				22,000
28-xx	Street Reconstruction Project				1,000

**Planned FY 2024-25 through FY 2027-28**  
**Discretionary Projects**  
(in thousands of dollars)

Proj. No.	Discretionary Projects				
		2024-25	2025-26	2026-27	2027-28
28-xx	2027/28 City Bridges and Culverts Structural Inspection and Repairs				350
28-xx	Cross Culvert Removal and Storm Drain Extensions				750
28-xx	Fire Station No 4 Modular Classroom, Construction (Placeholder)				2,000
28-xx	Shoreline Area Irrigation Main Replacements, Construction (Phase IV)				4,060
28-xx	Coast Casey Pump Station, Evaluation and Repair				1,000
28-xx	High Level Ditch, Evaluation and Repair				790
28-xx	Replace Landfill Gas System Microturbines				3,500
<b>Total: Discretionary Projects</b>		<b>\$ 187,785</b>	<b>\$ 241,930</b>	<b>\$ 74,240</b>	<b>\$ 125,790</b>

**Planned FY 2024-25 through FY 2027-28 Discretionary Projects**  
(in thousands of dollars)

<b>Project 25-xx and 27-xx</b>		Sponsor Department: Public Works			
<b>Active Transportation Improvements</b>		Category: Traffic, Parking and Transportation			
This project will enhance intersections to improve pedestrian and/or bicycle safety at various locations including safe routes to schools. Depending on location of improvements, project scope may include curb ramps, curb, gutter, sidewalk, median refuge islands, raised crosswalks, bulb-outs, rectangular rapid-flashing beacons (RRFBs), in-roadway warning lights, LED-enhanced signs, traffic signal modifications, roadway lighting, signs, striping, etc. In Fiscal Year 2024-25, funding will be provided for the installation of raised curbs up to 2-foot wide within the 9-foot bikeways on Middlefield in order to provide Class IV protected bikeways.		Additional Annual O&M Costs:		None	Prevailing Wage? Yes
		<b>Project Number and Fiscal Year</b>			
		<b>25-xx</b>		<b>27-xx</b>	
<b>Funding Sources</b>		<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>
Construction/Conveyance Tax		\$ 400	\$ -	\$ -	\$ -
Measure P (GF Transportation)		\$ 600	\$ -	\$ 600	\$ -
<b>Total</b>		<b>\$ 1,000</b>	<b>\$ -</b>	<b>\$ 600</b>	<b>\$ -</b>
				<b>\$ -</b>	<b>\$ 1,600</b>

<b>Project 25-xx and 27-xx</b>		Sponsor Department: Public Works			
<b>Evelyn Avenue Bikeway (Franklin to Bernardo), Study, Design and Construction (Placeholder)</b>		Category: Traffic, Parking and Transportation			
Study, design and construction of the Evelyn Cycle Track between the Franklin and Sunnyvale border at Bernardo.		Additional Annual O&M Costs:		None	Prevailing Wage? Yes
		<b>Project Number and Fiscal Year</b>			
		<b>25-xx</b>		<b>27-xx</b>	
<b>Funding Sources</b>		<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>
Capital Improvement Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)		\$ 2,000	\$ -	\$ 10,000	\$ -
<b>Total</b>		<b>\$ 2,000</b>	<b>\$ -</b>	<b>\$ 10,000</b>	<b>\$ -</b>
				<b>\$ -</b>	<b>\$ 12,000</b>

<b>Project 25-xx</b>		Sponsor Department: Public Works			
<b>Middlefield Road Sidewalk Across SR-85, Feasibility Study and Preliminary Design</b>		Category: Streets and Sidewalks			
This project will study the feasibility of providing sidewalk on the south side of Middlefield Road over Highway 85 to close the sidewalk gap between Moffett Boulevard and Easy Street. The design will follow the recommendations of the study.		Additional Annual O&M Costs:		None	Prevailing Wage? TBD
		<b>Project Number and Fiscal Year</b>			
		<b>25-xx</b>			
<b>Funding Sources</b>		<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>
Construction/Conveyance Tax		\$ 500	\$ -	\$ -	\$ -
<b>Total</b>		<b>\$ 500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
				<b>\$ -</b>	<b>\$ 500</b>

**Planned FY 2024-25 through FY 2027-28 Discretionary Projects**  
(in thousands of dollars)

<b>Project 25-xx</b> <b>Shoreline Blvd Cycle Track and Bus Lane Extension from Plymouth to Charleston, Design and Construction</b>	Sponsor Department: Public Works				
	Category: Traffic, Parking and Transportation				
Design and construct a cycle track on west side of Shoreline from Plymouth to Charleston, and extend the reversible bus lane as well as high visibility crosswalks and protected intersections. Project should be coordinated with adjacent Google development phases along Shoreline.	Additional Annual O&M Costs:		None	Prevailing Wage?	Yes
<b>Funding Sources</b>	<b>Project Number and Fiscal Year</b>				<b>Total</b>
	<b>25-xx</b>				
	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	
Shoreline Community	\$ 6,000	\$ -	\$ -	\$ -	\$ 6,000
<b>Total</b>	<b>\$ 6,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,000</b>

<b>Project 25-xx</b> <b>Transit Center Grade Separation, Additional Construction (Placeholder)</b>	Sponsor Department: Public Works				
	Category: Traffic, Parking and Transportation				
Add additional funding for construction needs to complete Transit Center Grade Separation.	Additional Annual O&M Costs:		None	Prevailing Wage?	Yes
<b>Funding Sources</b>	<b>Project Number and Fiscal Year</b>				<b>Total</b>
	<b>25-xx</b>				
	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	
Unidentified Funding	\$ 33,000	\$ -	\$ -	\$ -	\$ 33,000
<b>Total</b>	<b>\$ 33,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 33,000</b>

<b>Project 25-xx</b> <b>ECR/Castro Protected Intersection and Castro Bikeway Imp (Yosemite/High School) and ECR, Design &amp; Construction</b>	Sponsor Department: Public Works				
	Category: Traffic, Parking and Transportation				
Design and Construction of protected intersection along El Camino Real at Castro Street. Design and construction of Class II bike lane & signs on Castro Street from ECR to Yosemite/High School Way and raised median on Castro at Yosemite/High School.	Additional Annual O&M Costs:		None	Prevailing Wage?	Yes
<b>Funding Sources</b>	<b>Project Number and Fiscal Year</b>				<b>Total</b>
	<b>25-xx</b>				
	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	
Capital Improvement Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)	\$ 2,310	\$ -	\$ -	\$ -	\$ 2,310
El Camino Public Benefit	\$ 1,400	\$ -	\$ -	\$ -	\$ 1,400
<b>Total</b>	<b>\$ 3,710</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,710</b>

**Planned FY 2024-25 through FY 2027-28 Discretionary Projects**  
(in thousands of dollars)

<b>Project 25-xx, 26-xx, 27-xx and 28-xx</b>		Sponsor Department: Public Works				
<b>Street Reconstruction Project</b>		Category: Streets and Sidewalks				
Scope of the project includes removal of existing roadway pavement and construction of new sidewalk, curb, gutter, roadway pavement, and storm drainage system.		Additional Annual O&M Costs: None		Prevailing Wage? Yes		
		<b>Project Number and Fiscal Year</b>				
		<b>25-xx</b>	<b>26-xx</b>	<b>27-xx</b>	<b>28-xx</b>	
<b>Funding Sources</b>		<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Construction/Conveyance Tax		\$ 250	\$ 250	\$ 250	\$ 250	\$ 1,000
Measure B 2016 Sales Tax		\$ 750	\$ 750	\$ 750	\$ 750	\$ 3,000
<b>Total</b>		<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>\$ 4,000</b>

<b>Project 25-xx, 26-xx, 27-xx and 28-xx</b>		Sponsor Department: Public Works				
<b>City Bridges and Culverts Structural Inspection and Repairs</b>		Category: Regulatory Requirements				
Funding for construction/repairs of deficiencies of City-owned vehicular and pedestrian bridges, culverts, tunnels and observation decks identified through the inspections by City consultant and/or Caltrans.		Additional Annual O&M Costs: None		Prevailing Wage? Yes		
		<b>Project Number and Fiscal Year</b>				
		<b>25-xx</b>	<b>26-xx</b>	<b>27-xx</b>	<b>28-xx</b>	
<b>Funding Sources</b>		<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Capital Improvement Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)		\$ -	\$ 310	\$ 330	\$ 350	\$ 990
Construction/Conveyance Tax		\$ 290	\$ -	\$ -	\$ -	\$ 290
<b>Total</b>		<b>\$ 290</b>	<b>\$ 310</b>	<b>\$ 330</b>	<b>\$ 350</b>	<b>\$ 1,280</b>

<b>Project 25-xx, 26-xx, 27-xx and 28-xx</b>		Sponsor Department: Public Works				
<b>Cross Culvert Removal and Storm Drain Extension</b>		Category: Streets and Sidewalks				
This project proposes to remove cross culverts at one intersection a year. Project scope includes removal of cross culverts, construction of new curb ramps, curb, gutter, roadway pavement and storm drainage.		Additional Annual O&M Costs: None		Prevailing Wage? Yes		
		<b>Project Number and Fiscal Year</b>				
		<b>25-xx</b>	<b>26-xx</b>	<b>27-xx</b>	<b>28-xx</b>	
<b>Funding Sources</b>		<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Wastewater (Includes Sewer Capacity Fees)		\$ 300	\$ 350	\$ 375	\$ 375	\$ 1,400
Gas Tax		\$ 380	\$ 350	\$ 375	\$ 375	\$ 1,480
<b>Total</b>		<b>\$ 680</b>	<b>\$ 700</b>	<b>\$ 750</b>	<b>\$ 750</b>	<b>\$ 2,880</b>

**Planned FY 2024-25 through FY 2027-28 Discretionary Projects**  
(in thousands of dollars)

<b>Project 25-xx</b> <b>Rengstorff Avenue Grade Separation, Construction</b> This project will provide matching funds for the next phase of the Rengstorff Grade Separation project which proposes to depress Rengstorff Avenue and Central Expressway below grade and maintain the railroad tracks at approximate existing grade.	Sponsor Department: Public Works				
	Category: Traffic, Parking and Transportation				
<b>Funding Sources</b>	Additional Annual O&M Costs:	None	Prevailing Wage?	Yes	
	<b>Project Number and Fiscal Year</b>				
	<b>25-xx</b>				
	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Citywide Transportation Impact Fee	\$ 15,000	\$ -	\$ -	\$ -	\$ 15,000
Shoreline Community	\$ 25,000	\$ -	\$ -	\$ -	\$ 25,000
Unidentified Funding	\$ 65,000	\$ -	\$ -	\$ -	\$ 65,000
<b>Total</b>	<b>\$ 105,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 105,000</b>

<b>Project 25-xx</b> <b>Rengstorff Avenue Adaptive Signal System</b> Install adaptive traffic signal technology, including a new signal interconnect system along Rengstorff Avenue, from Montecito Avenue to Garcia Avenue/Amphitheatre Parkway.	Sponsor Department: Public Works				
	Category: Traffic, Parking and Transportation				
<b>Funding Sources</b>	Additional Annual O&M Costs:	None	Prevailing Wage?	Yes	
	<b>Project Number and Fiscal Year</b>				
	<b>25-xx</b>				
	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Capital Improvement Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)	\$ 1,910	\$ -	\$ -	\$ -	\$ 1,910
Other - Landings Community Benefit	\$ 1,200	\$ -	\$ -	\$ -	\$ 1,200
<b>Total</b>	<b>\$ 3,110</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,110</b>

<b>Project 25-xx and 28-xx</b> <b>Citywide Traffic Signal and Traffic Center Operations, Planning, Design and Implementation</b> Based on Feasibility Study in CIP 19-51, plan, design and installation of new traffic controllers, software and internet-accessible traffic signal communications to upgrade the City's existing traffic system and any other infrastructure necessary to construct Traffic Operations Center (TOC).	Sponsor Department: Public Works				
	Category: Traffic, Parking and Transportation				
<b>Funding Sources</b>	Additional Annual O&M Costs:	None	Prevailing Wage?	Yes	
	<b>Project Number and Fiscal Year</b>				
	<b>25-xx</b>		<b>28-xx</b>		
	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Capital Improvement Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)	\$ 1,000	\$ -	\$ -	\$ -	\$ 1,000
Shoreline Community	\$ -	\$ -	\$ -	\$ 1,000	\$ 1,000
Unidentified Funding	\$ -	\$ -	\$ -	\$ 24,000	\$ 24,000
<b>Total</b>	<b>\$ 1,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 25,000</b>	<b>\$ 26,000</b>

**Planned FY 2024-25 through FY 2027-28 Discretionary Projects**  
(in thousands of dollars)

<b>Project 25-xx</b>		Sponsor Department: Community Services				
<b>El Camino Real Median Landscaping Project</b>		Category: Parks and Recreation				
Re-landscape medians along eight blocks of El Camino Real. The work covers median islands from west of Crestview to Phyllis/Calderon intersection.		Additional Annual O&M Costs: None		Prevailing Wage? Yes		
		<b>Project Number and Fiscal Year</b>				
		<b>25-xx</b>				
<b>Funding Sources</b>		<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Construction/Conveyance Tax		\$ 195	\$ -	\$ -	\$ -	\$ 195
<b>Total</b>		\$ 195	\$ -	\$ -	\$ -	\$ 195

<b>Project 25-xx</b>		Sponsor Department: Community Services				
<b>Callahan (Crittenden) Field Lighting Upgrade</b>		Category: Parks and Recreation				
Upgrade lighting at Callahan Field to new system to be consistent with all other lighted fields.		Additional Annual O&M Costs: None		Prevailing Wage? Yes		
		<b>Project Number and Fiscal Year</b>				
		<b>25-xx</b>				
<b>Funding Sources</b>		<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Parkland		\$ 470	\$ -	\$ -	\$ -	\$ 470
<b>Total</b>		\$ 470	\$ -	\$ -	\$ -	\$ 470

<b>Project 25-xx</b>		Sponsor Department: Community Services				
<b>Rengstorff House Restoration, Interior and Outdoor, Construction</b>		Category: Facilities				
Construction project for design recommendations from CIP 22-38.		Additional Annual O&M Costs: None		Prevailing Wage? Yes		
		<b>Project Number and Fiscal Year</b>				
		<b>25-xx</b>				
<b>Funding Sources</b>		<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Shoreline Community		\$ 6,000	\$ -	\$ -	\$ -	\$ 6,000
<b>Total</b>		\$ 6,000	\$ -	\$ -	\$ -	\$ 6,000

<b>Project 25-xx</b>		Sponsor Department: Community Services				
<b>711 Calderon Park, Design and Construction</b>		Category: Parks and Recreation				
Design and Construct .63 mini park at 711 Calderon Avenue.		Additional Annual O&M Costs: \$16,191		Prevailing Wage? Yes		
		<b>Project Number and Fiscal Year</b>				
		<b>25-xx</b>				
<b>Funding Sources</b>		<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Capital Improvement Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)		\$ 1,600	\$ -	\$ -	\$ -	\$ 1,600
Parkland		\$ 400	\$ -	\$ -	\$ -	\$ 400
<b>Total</b>		\$ 2,000	\$ -	\$ -	\$ -	\$ 2,000

**Planned FY 2024-25 through FY 2027-28 Discretionary Projects**  
(in thousands of dollars)

<b>Project 25-xx</b>	Sponsor Department: Public Works				
<b>Generator Project, Implementation</b>	Category: Facilities				
Project will purchase and install emergency generators as needed for City facilities as defined by Project 24-34, Generator Project, Planning.	Additional Annual O&M Costs: None		Prevailing Wage? Yes		
	<b>Project Number and Fiscal Year</b>				
	25-xx				
<b>Funding Sources</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Capital Improvement Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)	\$ 1,000	\$ -	\$ -	\$ -	\$ 1,000
<b>Total</b>	<b>\$ 1,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000</b>

<b>Project 25-xx</b>	Sponsor Department: Public Works				
<b>CPA Roof Repair and Replacement</b>	Category: Facilities				
Repair and replace the Center for Performing Arts Roof.	Additional Annual O&M Costs: None		Prevailing Wage? Yes		
	<b>Project Number and Fiscal Year</b>				
	25-xx				
<b>Funding Sources</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Capital Improvement Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)	\$ 1,800	\$ -	\$ -	\$ -	\$ 1,800
<b>Total</b>	<b>\$ 1,800</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,800</b>

<b>Project 25-xx</b>	Sponsor Department: Fire/Public Works				
<b>MOC - Confined Space/Trench, Construction</b>	Category: Regulatory Requirements				
Construction project would include building an "in-ground" confined space and trench rescue training prop. Cal-OSHA requires fire departments to perform annual confined space and trench rescue training. This prop will provide a suitable location for those mandatory drills. The prop will also be used by Public Works personnel for the same purpose.	Additional Annual O&M Costs: TBD		Prevailing Wage? Yes		
	<b>Project Number and Fiscal Year</b>				
	25-xx				
<b>Funding Sources</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Construction/Conveyance Tax	\$ 230	\$ -	\$ -	\$ -	\$ 230
Water (Includes Water Capacity Fees)	\$ 80	\$ -	\$ -	\$ -	\$ 80
Wastewater (Includes Sewer Capacity Fees)	\$ 80	\$ -	\$ -	\$ -	\$ 80
<b>Total</b>	<b>\$ 390</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 390</b>

**Planned FY 2024-25 through FY 2027-28 Discretionary Projects**  
(in thousands of dollars)

<b>Project 25-xx</b>		Sponsor Department: Public Works			
<b>Middlefield Road and Moffett Boulevard Sewer Replacement, Construction</b>		Category: Utilities			
Construction project as part of the sewer system plan to eliminate the sewer crossing of Stevens Creek and Highway 85, the sewage flow is proposed to be reversed to flow south on Moffett Blvd and then connecting to Middlefield Rd.		Additional Annual O&M Costs: None		Prevailing Wage? Yes	
		<b>Project Number and Fiscal Year</b>			
		<b>25-xx</b>			
<b>Funding Sources</b>		<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>
Wastewater (Includes Sewer Capacity Fees)		\$ 9,690	\$ -	\$ -	\$ -
<b>Total</b>		\$ 9,690	\$ -	\$ -	\$ -

<b>Project 25-xx, 26-xx, 27-xx and 28-xx</b>		Sponsor Department: Public Works/Community Services			
<b>Shoreline Area Irrigation Main Replacements (Phases I-IV), Construction</b>		Category: Utilities			
Based on study and design in CIP 20-62, replace and upgrade various mains within Shoreline Park. The irrigation, recycled and water mains were constructed in 1981. Each main has experienced numerous breaks.		Additional Annual O&M Costs: None		Prevailing Wage? Yes	
		<b>Project Number and Fiscal Year</b>			
		<b>25-xx</b>	<b>26-xx</b>	<b>27-xx</b>	<b>28-xx</b>
<b>Funding Sources</b>		<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>
Shoreline Community		\$ 4,060	\$ 4,060	\$ 4,060	\$ 4,060
<b>Total</b>		\$ 4,060	\$ 4,060	\$ 4,060	\$ 4,060

<b>Project 25-xx</b>		Sponsor Department: Public Works			
<b>Upgrades to the Irrigation Pump Station, Phase I, Construction</b>		Category: Utilities			
The IPS has a total of six pumps, which include four vertical turbine and two horizontal end suction pumps. Current pumps and controls are not able to handle the varying peak flows which lead to excessive starts and stops and premature wear of the equipment. The construction work will involve utility infrastructure improvements to optimize pumps, motors, and controls needed to meet the fluctuating irrigation demands at Shoreline.		Additional Annual O&M Costs: None		Prevailing Wage? Yes	
		<b>Project Number and Fiscal Year</b>			
		<b>25-xx</b>			
<b>Funding Sources</b>		<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>
Shoreline Community		\$ 2,160	\$ -	\$ -	\$ -
<b>Total</b>		\$ 2,160	\$ -	\$ -	\$ -

**Planned FY 2024-25 through FY 2027-28 Discretionary Projects**  
(in thousands of dollars)

<b>Project 25-xx</b>		Sponsor Department: Public Works				
<b>Shoreline PVC Landfill Gas Header Replacement, Construction</b>		Category: Regulatory Requirements				
This project includes the construction of approximately 800 lineal feet of landfill gas headers which consist of 12" PVC gas line, 4" leachate line with cleanouts every 200', and 2" air line, from south of the Shoreline Maintenance Building to east of Shoreline Gatehouse.		Additional Annual O&M Costs: None		Prevailing Wage? Yes		
		<b>Project Number and Fiscal Year</b>				
		<b>25-xx</b>				
<b>Funding Sources</b>		<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Shoreline Community		\$ 2,010	\$ -	\$ -	\$ -	\$ 2,010
<b>Total</b>		\$ 2,010	\$ -	\$ -	\$ -	\$ 2,010

<b>Project 25-xx</b>		Sponsor Department: Public Works				
<b>Shoreline Landfill Master Plan Study Update</b>		Category: Regulatory Requirements				
The scope of work includes a review of the existing landfill infrastructure (landfill cover systems, landfill gas and leachate collection and control systems, etc.), existing and anticipated future landfill regulations, regulatory permits, landfill plans and reports, landfill gas collection data, groundwater and surface water monitoring programs and data, operation and maintenance records, and other information as needed to identify funding requirements and deficiencies.		Additional Annual O&M Costs: None		Prevailing Wage? No		
		<b>Project Number and Fiscal Year</b>				
		<b>25-xx</b>				
<b>Funding Sources</b>		<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Shoreline Community		\$ 720	\$ -	\$ -	\$ -	\$ 720
<b>Total</b>		\$ 720	\$ -	\$ -	\$ -	\$ 720

<b>Project 26-xx</b>		Sponsor Department: Public Works				
<b>Rengstorff Connector from Landings to Plymouth, Design and Right-of-Way</b>		Category: Traffic, Parking and Transportation				
Design of new roadway extension from Landings frontage road (under construction) to connect with existing Plymouth Street. Includes new bridge across Permanente Creek and acquisition of private property adjacent to the creek.		Additional Annual O&M Costs: None		Prevailing Wage? TBD		
		<b>Project Number and Fiscal Year</b>				
			<b>26-xx</b>			
<b>Funding Sources</b>		<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Shoreline Community		\$ -	\$ 19,000	\$ -	\$ -	\$ 19,000
<b>Total</b>		\$ -	\$ 19,000	\$ -	\$ -	\$ 19,000

**Planned FY 2024-25 through FY 2027-28 Discretionary Projects**  
(in thousands of dollars)

<b>Project 26-xx</b> <b>California Complete Streets - Showers to Shoreline, Permanent Construction (Placeholder)</b> Design and Construction of parking protected bikeways, lane reduction, high visibility crosswalks, new raised midblock crosswalks, bulbouts, green infrastructure and landscaping.	Sponsor Department: Public Works				
	Category: Traffic, Parking and Transportation				
<b>Funding Sources</b>	Additional Annual O&M Costs:		None	Prevailing Wage?	Yes
	Project Number and Fiscal Year				
	2024-25	2025-26	2026-27	2027-28	Total
San Antonio Public Benefit	\$ -	\$ 3,000	\$ -	\$ -	\$ 3,000
Unidentified Funding	\$ -	\$ 22,000	\$ -	\$ -	\$ 22,000
<b>Total</b>	<b>\$ -</b>	<b>\$ 25,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 25,000</b>

<b>Project 26-xx and 28-xx</b> <b>Castro Pedestrian Mall Permanent Improvements, Evelyn to California, Planning, Design and Construction</b> Planning, design and construction of permanent pedestrian mall which includes reconstruction of the street to bring sidewalk and street to the same level.	Sponsor Department: Public Works				
	Category: Traffic, Parking and Transportation				
<b>Funding Sources</b>	Additional Annual O&M Costs:		None	Prevailing Wage?	Yes
	Project Number and Fiscal Year				
	2024-25	2025-26	2026-27	2027-28	Total
Capital Improvement Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)	\$ -	\$ 4,000	\$ -	\$ -	\$ 4,000
Unidentified Funding	\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000
<b>Total</b>	<b>\$ -</b>	<b>\$ 4,000</b>	<b>\$ -</b>	<b>\$ 25,000</b>	<b>\$ 29,000</b>

<b>Project 26-xx</b> <b>Battery Electric Bus Storage and Charging Facility, Design and Construction</b> This project will develop a permanent storage and charging facility for the Mountain View Community Shuttle. A new facility will be needed when the City receives delivery of the FTA-funded six standard battery electric buses. The facility should provide a minimum of six chargers plus parking for buses and employees. Site should be expandable for future use by MVgo and Community Shuttle expansion.	Sponsor Department: Public Works				
	Category: Facilities				
<b>Funding Sources</b>	Additional Annual O&M Costs:		TBD	Prevailing Wage?	Yes
	Project Number and Fiscal Year				
	2024-25	2025-26	2026-27	2027-28	Total
Capital Improvement Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)	\$ -	\$ 150	\$ -	\$ -	\$ 150
Other - Grants	\$ -	\$ 450	\$ -	\$ -	\$ 450
<b>Total</b>	<b>\$ -</b>	<b>\$ 600</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 600</b>

**Planned FY 2024-25 through FY 2027-28 Discretionary Projects**  
(in thousands of dollars)

<b>Project 26-xx</b> <b>Zero Emission Battery Electric Buses, Purchase</b> Purchase 6 zero emission buses. The City has been awarded \$3,840,000 in FTA No-Low Emissions funds with \$960,000 local match for the purchase of six 35 foot buses.	Sponsor Department: Public Works				
	Category: Miscellaneous				
	Additional Annual O&M Costs: TBD		Prevailing Wage? TBD		
<b>Funding Sources</b>	<b>Project Number and Fiscal Year</b>				
	<b>26-xx</b>				
	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Capital Improvement Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)	\$ -	\$ 960	\$ -	\$ -	\$ 960
Other - Grants	\$ -	\$ 3,840	\$ -	\$ -	\$ 3,840
<b>Total</b>	\$ -	\$ 4,800	\$ -	\$ -	\$ 4,800

<b>Project 26-xx</b> <b>Citywide Trash Capture III</b> Provision C.10 of the California Regional Water Quality Control Board San Francisco Bay Region Municipal Stormwater NPDES Permit (MRP) requires the City of Mountain View to implement control measures and actions to reduce trash load from 2009 level from municipal separate storm sewer systems by 90% by June 2023, and the equivalent of 100% or no adverse impact to receiving waters from trash by June 30, 2025.	Sponsor Department: Public Works				
	Category: Regulatory Requirements				
	Additional Annual O&M Costs: None		Prevailing Wage? Yes		
<b>Funding Sources</b>	<b>Project Number and Fiscal Year</b>				
	<b>26-xx</b>				
	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Wastewater (includes Sewer Capacity Fees)	\$ -	\$ 330	\$ -	\$ -	\$ 330
<b>Total</b>	\$ -	\$ 330	\$ -	\$ -	\$ 330

<b>Project 26-xx</b> <b>North Bayshore Stevens Creek Trail Connections</b> Design and construction of one or two connecting multi-use paths from the Stevens Creek Trail to existing or planned paths in North Bayshore.	Sponsor Department: Public Works				
	Category: Parks and Recreation				
	Additional Annual O&M Costs: None		Prevailing Wage? Yes		
<b>Funding Sources</b>	<b>Project Number and Fiscal Year</b>				
	<b>26-xx</b>				
	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Shoreline Community	\$ -	\$ 1,190	\$ -	\$ -	\$ 1,190
<b>Total</b>	\$ -	\$ 1,190	\$ -	\$ -	\$ 1,190

**Planned FY 2024-25 through FY 2027-28 Discretionary Projects**  
(in thousands of dollars)

<b>Project 26-xx</b> <b>Civic Center Infrastructure, Phase IV</b> These projects will fund the next phases of improvements needed to keep the Civic Center Complex in a state of good repair and looking presentable.	Sponsor Department: Public Works				
	Category: Facilities				
<b>Funding Sources</b>	Additional Annual O&M Costs:		None	Prevailing Wage?	Yes
	<b>Project Number and Fiscal Year</b>				
	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Construction/Conveyance Tax	\$ -	\$ 3,000	\$ -	\$ -	\$ 3,000
<b>Total</b>	<b>\$ -</b>	<b>\$ 3,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,000</b>

<b>Project 26-xx and 28-xx</b> <b>Fire Station 4 - Modular Classroom, Design and Construction (Placeholder)</b> Design and construct a new modular building to accommodate 40 people classroom at Fire Station 4.	Sponsor Department: Fire				
	Category: Facilities				
<b>Funding Sources</b>	Additional Annual O&M Costs:		None	Prevailing Wage?	Yes
	<b>Project Number and Fiscal Year</b>				
	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>28-xx</b>	<b>Total</b>
Capital Improvement Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)	\$ -	\$ 720	\$ -	\$ 2,000	\$ 2,720
<b>Total</b>	<b>\$ -</b>	<b>\$ 720</b>	<b>\$ -</b>	<b>\$ 2,000</b>	<b>\$ 2,720</b>

<b>Project 26-xx</b> <b>Public Safety Vehicle Dash Cameras for Police Fleet</b> The project would equip 35 Public Safety vehicles with cameras to record the exterior scene when a police vehicle arrives on scene or is involved in pursuits.	Sponsor Department: Police				
	Category: Miscellaneous				
<b>Funding Sources</b>	Additional Annual O&M Costs:		None	Prevailing Wage?	TBD
	<b>Project Number and Fiscal Year</b>				
	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Capital Improvement Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)	\$ -	\$ 730	\$ -	\$ -	\$ 730
<b>Total</b>	<b>\$ -</b>	<b>\$ 730</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 730</b>

**Planned FY 2024-25 through FY 2027-28 Discretionary Projects**  
(in thousands of dollars)

<b>Project 26-xx</b>		Sponsor Department: Fire/Police				
<b>Public Safety Security Gates/Fencing</b>		Category: Facilities				
This project will provide gates and fencing for Fire Station security and limiting public access. Stations 1, 2, 3, and 4 security gates and fencing as well as enhancements to the Public Safety Administration building.		Additional Annual O&M Costs: None		Prevailing Wage? Yes		
		<b>Project Number and Fiscal Year</b>				
		<b>26-xx</b>				
<b>Funding Sources</b>		<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Capital Improvement Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)		\$ -	\$ 750	\$ -	\$ -	\$ 750
<b>Total</b>		\$ -	\$ 750	\$ -	\$ -	\$ 750

<b>Project 26-xx</b>		Sponsor Department: Fire/Police/Public Works				
<b>Public Safety Building, Construction</b>		Category: Facilities				
This project will construct a new Public Safety Building.		Additional Annual O&M Costs: None		Prevailing Wage? Yes		
		<b>Project Number and Fiscal Year</b>				
		<b>26-xx</b>				
<b>Funding Sources</b>		<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Unidentified Funding		\$ -	\$ 132,000	\$ -	\$ -	\$ 132,000
<b>Total</b>		\$ -	\$ 132,000	\$ -	\$ -	\$ 132,000

<b>Project 26-xx</b>		Sponsor Department: Community Development				
<b>North Bayshore Branding and Wayfinding Signage Installation</b>		Category: Traffic, Parking and Transportation				
Installation of PHASE I of gateway, wayfinding, directional signage in public right of way for vehicles, transit users, bicyclists, and pedestrians.		Additional Annual O&M Costs: None		Prevailing Wage? Yes		
		<b>Project Number and Fiscal Year</b>				
		<b>26-xx</b>				
<b>Funding Sources</b>		<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Shoreline Community		\$ -	\$ 270	\$ -	\$ -	\$ 270
<b>Total</b>		\$ -	\$ 270	\$ -	\$ -	\$ 270

**Planned FY 2024-25 through FY 2027-28 Discretionary Projects**  
(in thousands of dollars)

<b>Project 26-xx</b>		Sponsor Department: Community Services				
<b>Eagle Pool Improvements</b>		Category: Parks and Recreation				
Eagle Park Pool Improvements include a full deck replacement, replastering of the pool, new pool lights, removal of the 3M diving board and relocation of the 1M diving board.		Additional Annual O&M Costs: None		Prevailing Wage? Yes		
		<b>Project Number and Fiscal Year</b>				
		<b>26-xx</b>				
<b>Funding Sources</b>		<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Capital Improvement Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)		\$ -	\$ 500	\$ -	\$ -	\$ 500
Parkland		\$ -	\$ 500	\$ -	\$ -	\$ 500
<b>Total</b>		\$ -	\$ 1,000	\$ -	\$ -	\$ 1,000

<b>Project 26-xx</b>		Sponsor Department: Community Services				
<b>Thompson Avenue Mini Park, Design and Construction</b>		Category: Parks and Recreation				
Design and construct a .29 acres park at 538 Thompson Avenue.		Additional Annual O&M Costs: \$7,453		Prevailing Wage? Yes		
		<b>Project Number and Fiscal Year</b>				
		<b>26-xx</b>				
<b>Funding Sources</b>		<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Capital Improvement Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)		\$ -	\$ 1,500	\$ -	\$ -	\$ 1,500
<b>Total</b>		\$ -	\$ 1,500	\$ -	\$ -	\$ 1,500

<b>Project 26-xx</b>		Sponsor Department: Community Services				
<b>Rengstorff House West Grass &amp; Brick Patio Stabilization Project</b>		Category: Facilities				
This project will provide for consultant services to determine cause of settlement of the patio, provide solutions to the problem as well as cost of construction to stabilize the patio, replace bricks as necessary and rebuild the sitting wall.		Additional Annual O&M Costs: None		Prevailing Wage? Yes		
		<b>Project Number and Fiscal Year</b>				
		<b>26-xx</b>				
<b>Funding Sources</b>		<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Shoreline Community		\$ -	\$ 560	\$ -	\$ -	\$ 560
<b>Total</b>		\$ -	\$ 560	\$ -	\$ -	\$ 560

**Planned FY 2024-25 through FY 2027-28 Discretionary Projects**  
(in thousands of dollars)

<b>Project 26-xx</b> <b>Turf Replacement - Shoreline Athletic Field</b> The project covers the replacement of the synthetic turf baseball/soccer field at the Shoreline Athletic Fields. Project includes minor grading and contract award utilizing existing government pricing through the State of California.	Sponsor Department: Community Services				
	Category: Parks and Recreation				
<b>Funding Sources</b>	Additional Annual O&M Costs:		None	Prevailing Wage?	Yes
	<b>Project Number and Fiscal Year</b>				
	<b>26-xx</b>				
	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Shoreline Community	\$ -	\$ 2,400	\$ -	\$ -	\$ 2,400
<b>Total</b>	<b>\$ -</b>	<b>\$ 2,400</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,400</b>

<b>Project 26-xx</b> <b>Turf Replacement - Crittenden Field</b> The project covers the replacement of the synthetic turf football/soccer field at Crittenden Middle School. Project includes minor grading and contract award utilizing existing government pricing through the State of California.	Sponsor Department: Community Services				
	Category: Parks and Recreation				
<b>Funding Sources</b>	Additional Annual O&M Costs:		None	Prevailing Wage?	Yes
	<b>Project Number and Fiscal Year</b>				
	<b>26-xx</b>				
	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Parkland	\$ -	\$ 860	\$ -	\$ -	\$ 860
<b>Total</b>	<b>\$ -</b>	<b>\$ 860</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 860</b>

<b>Project 26-xx</b> <b>Rengstorff House Outdoor Venue Improvements</b> Improve the electrical capacity, physical storage, and parking lot of the surrounding grounds of the Rengstorff House which are rented for special events, primarily weddings.	Sponsor Department: Community Services				
	Category: Parks and Recreation				
<b>Funding Sources</b>	Additional Annual O&M Costs:		None	Prevailing Wage?	Yes
	<b>Project Number and Fiscal Year</b>				
	<b>26-xx</b>				
	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Shoreline Community	\$ -	\$ 500	\$ -	\$ -	\$ 500
<b>Total</b>	<b>\$ -</b>	<b>\$ 500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 500</b>

**Planned FY 2024-25 through FY 2027-28 Discretionary Projects**  
(in thousands of dollars)

<b>Project 26-xx</b> <b>North Bayshore Recycled Water Reservoir, Construction</b> Construction of a new 1.9 million gallon recycled water reservoir to supplement the existing recycled water system, which is currently insufficient to supply existing customers. This project will consider compatibility with current and future adjacent land uses to aesthetically conform to the surrounding area.	Sponsor Department: Public Works		Category: Utilities		Additional Annual O&M Costs: None	Prevailing Wage? Yes
	<b>Funding Sources</b>		<b>Project Number and Fiscal Year</b>			
		<b>26-xx</b>				
	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>	
Water (Includes Water Capacity Fees)	\$ -	\$ 514	\$ -	\$ -	\$ 514	
Water-NBS Development Impact Fee	\$ -	\$ 4,686	\$ -	\$ -	\$ 4,686	
Shoreline Community	\$ -	\$ 20,800	\$ -	\$ -	\$ 20,800	
<b>Total</b>	<b>\$ -</b>	<b>\$ 26,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 26,000</b>	

<b>Project 26-xx</b> <b>SCADA Master Plan</b> A Master Plan to modernize and implement upgrades/equipment for the City's SCADA system (including communications, controls, software and hardware) across all pump stations (including closed landfill and wastewater systems) and domestic water wells.	Sponsor Department: Public Works		Category: Utilities		Additional Annual O&M Costs: None	Prevailing Wage? No
	<b>Funding Sources</b>		<b>Project Number and Fiscal Year</b>			
		<b>26-xx</b>				
	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>	
Water (Includes Water Capacity Fees)	\$ -	\$ 175	\$ -	\$ -	\$ 175	
Wastewater (includes Sewer Capacity fees)	\$ -	\$ 175	\$ -	\$ -	\$ 175	
<b>Total</b>	<b>\$ -</b>	<b>\$ 350</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 350</b>	

<b>Project 26-xx</b> <b>SRPC Water Control Improvements and Shoreline Bird Island, Construction</b> CIP 23-44 covered planning, permitting and design of bird island and water control structures at Shoreline Park. This funding will cover the additional construction cost needed for the bird island, and the water control structures included in CIP 23-44.	Sponsor Department: Public Works		Category: Regulatory		Additional Annual O&M Costs: None	Prevailing Wage? Yes
	<b>Funding Sources</b>		<b>Project Number and Fiscal Year</b>			
		<b>26-xx</b>				
	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>	
Shoreline Community	\$ -	\$ 2,500	\$ -	\$ -	\$ 2,500	
<b>Total</b>	<b>\$ -</b>	<b>\$ 2,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,500</b>	

**Planned FY 2024-25 through FY 2027-28 Discretionary Projects**  
(in thousands of dollars)

<b>Project 25-xx</b> <b>Amphitheatre Pump Station, Construction</b> This project will construct the improvements designed in Project 19-44 for the Amphitheatre Pump Station. Anticipated improvements include bringing the pump station to compliance with NFPA 820, changing the diesel engines for electric motors, modernizing electrical equipment, and installing a generator.	Sponsor Department: Public Works				
	Category: Utilities				
Additional Annual O&M Costs: None	Prevailing Wage? Yes				
<b>Funding Sources</b>	<b>Project Number and Fiscal Year</b>				
	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Shoreline Community	\$ -	\$ 4,700	\$ -	\$ -	\$ 4,700
<b>Total</b>	\$ -	\$ 4,700	\$ -	\$ -	\$ 4,700

<b>Project 26-xx</b> <b>Whisman Pump Station Improvements, Construction</b> This project is being amended to fund the construction which includes replacement of VFD, Pump 1 and 2, structural pedestal, upgrade of the Facility Controls & SCADA system, seismic retrofit, and new main disconnect system. Other medium priority improvements to include in the design are 1) installation of new drain pipe, sump pump, valve vault safety improvements, and valve vault hatch fall protection; 2) replacement of existing electrical panels & flood mitigation, and pump suction primer motorized valve; 3) upgrade of the exterior lighting; and 4) removal of station equipment hatch. Other low priority improvements to consider in the design are 1) replacement of valve vault PRV & PSV, Pump 3 & Pump 4 and valve vault; and 2) relocation of various conduit.	Sponsor Department: Public Works				
	Category: Utilities				
Additional Annual O&M Costs: None	Prevailing Wage? Yes				
<b>Funding Sources</b>	<b>Project Number and Fiscal Year</b>				
	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Water (includes Water Capacity Fees)	\$ -	\$ 3,100	\$ -	\$ -	\$ 3,100
<b>Total</b>	\$ -	\$ 3,100	\$ -	\$ -	\$ 3,100

**Planned FY 2024-25 through FY 2027-28 Discretionary Projects**  
(in thousands of dollars)

<b>Project 27-xx</b> <b>Rengstorff Avenue Green Complete Street Improvements, Study and Preliminary Design</b> Undertake Streetscape Plan, Feasibility Study and Pilot design for Class IV protected bikeways and green street improvements on Rengstorff Avenue between El Camino Real and US 101. Potential features include Class IV bikeways, lane narrowing, intersection improvements, crossing improvements, green stormwater infrastructure, street trees, and native pollinator landscaping.	Sponsor Department: Public Works				
	Category: Traffic, Parking and Transportation				
<b>Funding Sources</b>	Additional Annual O&M Costs:		TBD	Prevailing Wage?	TBD
	<b>Project Number and Fiscal Year</b>				
			<b>27-xx</b>		
	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Capital Improvement Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)	\$ -	\$ -	\$ 1,000	\$ -	\$ 1,000
<b>Total</b>	\$ -	\$ -	\$ 1,000	\$ -	\$ 1,000

<b>Project 27-xx and 28-xx</b> <b>El Camino Real Protected Intersections, Design and Construction(Phase II-III)</b> Design and Construction of one protected intersection along El Camino Real per phase. Locations include Rengstorff Avenue, Shoreline Boulevard, Castro Street, Calderon Avenue and Sylvan Avenue.	Sponsor Department: Public Works				
	Category: Traffic, Parking and Transportation				
<b>Funding Sources</b>	Additional Annual O&M Costs:		None	Prevailing Wage?	Yes
	<b>Project Number and Fiscal Year</b>				
			<b>27-xx</b>	<b>28-xx</b>	
	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Capital Improvement Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)	\$ -	\$ -	\$ 3,000	\$ 3,000	\$ 6,000
<b>Total</b>	\$ -	\$ -	\$ 3,000	\$ 3,000	\$ 6,000

<b>Project 27-xx</b> <b>East Whisman Area Transit Oriented Dev Improvements, Phase III</b> This project will design and construct Phase III of the East Whisman Area Transit Oriented Development Improvements Project. The project proposes to design and construct an at-grade pedestrian crossing of Ellis Street at the Highway 101 northbound on-and off ramps. Scope of the project includes changing geometry or the curbs at this intersection and traffic signal modification to accommodate the proposed crossing and a pathway leading to the Bayshore/NASA Light Rail Station.	Sponsor Department: Public Works				
	Category: Traffic, Parking and Transportation				
<b>Funding Sources</b>	Additional Annual O&M Costs:		None	Prevailing Wage?	Yes
	<b>Project Number and Fiscal Year</b>				
			<b>27-xx</b>		
	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Capital Improvement Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)	\$ -	\$ -	\$ 3,864	\$ -	\$ 3,864
East Whisman Public Benefit	\$ -	\$ -	\$ 1,076	\$ -	\$ 1,076
<b>Total</b>	\$ -	\$ -	\$ 4,940	\$ -	\$ 4,940

**Planned FY 2024-25 through FY 2027-28 Discretionary Projects**  
(in thousands of dollars)

<b>Project 27-xx</b> <b>Transit Center Financial Feasibility and Conceptual Plan</b> Financial feasibility and conceptual plan for Transit Center redevelopment including an expanded bus loading area, potential parking structure and/or air rights development.	Sponsor Department: Public Works				
	Category: Traffic, Parking and Transportation				
	Additional Annual O&M Costs: None		Prevailing Wage? No		
<b>Funding Sources</b>	<b>Project Number and Fiscal Year</b>				
			<b>27-xx</b>		
	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Capital Improvement Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)	\$ -	\$ -	\$ 170	\$ -	\$ 170
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 170</b>	<b>\$ -</b>	<b>\$ 170</b>

<b>Project 27-xx</b> <b>Bike Counters</b> Purchase and installation of permanent bicycle counters at key locations throughout the City to be integrated with the City's upcoming Traffic Operations Center.	Sponsor Department: Public Works				
	Category: Streets and Sidewalks				
	Additional Annual O&M Costs: TBD		Prevailing Wage? Yes		
<b>Funding Sources</b>	<b>Project Number and Fiscal Year</b>				
			<b>27-xx</b>		
	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Capital Improvement Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)	\$ -	\$ -	\$ 270	\$ -	\$ 270
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 270</b>	<b>\$ -</b>	<b>\$ 270</b>

<b>Project 27-xx</b> <b>Signage Program for Shoreline at Mountain View - Implementation of Shoreline Master Plan</b> Funding to update the signage at Shoreline Regional Park based on the recommendations in the new Shoreline Master Plan. Part of this plan will include updated guidelines and recommendations for traffic control, wayfinding signage, train signage, interpretive signage, and other signage needs.	Sponsor Department: Community Services				
	Category: Parks and Recreation				
	Additional Annual O&M Costs: None		Prevailing Wage? Yes		
<b>Funding Sources</b>	<b>Project Number and Fiscal Year</b>				
			<b>27-xx</b>		
	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Shoreline Community	\$ -	\$ -	\$ 1,080	\$ -	\$ 1,080
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,080</b>	<b>\$ -</b>	<b>\$ 1,080</b>

**Planned FY 2024-25 through FY 2027-28 Discretionary Projects**  
(in thousands of dollars)

<b>Project 27-xx</b> <b>California and Pachetti Park, Design and Construction</b> Design and construct a new 2 -acre City park adjacent to Los Altos School District (LASD) school site that will be built at California & Showers.	Sponsor Department: Community Services				
	Category: Parks and Recreation				
	Additional Annual O&M Costs:	\$51,400	Prevailing Wage?	Yes	
	<b>Project Number and Fiscal Year</b>				
			<b>27-xx</b>		
<b>Funding Sources</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Parkland	\$ -	\$ -	\$ 5,200	\$ -	\$ 5,200
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,200</b>	<b>\$ -</b>	<b>\$ 5,200</b>

<b>Project 27-xx</b> <b>Turf Replacement - Graham School</b> The project covers the replacement of the synthetic turf football/soccer field at Graham Middle School. Project includes minor grading and contract award utilizing existing government pricing through the State of California.	Sponsor Department: Community Services				
	Category: Parks and Recreation				
	Additional Annual O&M Costs:	None	Prevailing Wage?	Yes	
	<b>Project Number and Fiscal Year</b>				
			<b>27-xx</b>		
<b>Funding Sources</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Parkland	\$ -	\$ -	\$ 890	\$ -	\$ 890
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 890</b>	<b>\$ -</b>	<b>\$ 890</b>

<b>Project 27-xx</b> <b>LASD School Site Facilities</b> The Los Altos School District is building a new school site at California/Showers that will have 4 acres of joint use open space shared with the City. The City will enter into a cost share agreement with LASD for construction of the amenities at the joint use open space. The City is currently working with LASD on the master planning of the site. Amenities will include a ball field with dugout and lighting, soccer field, and walking/jogging track.	Sponsor Department: Community Services				
	Category: Parks and Recreation				
	Additional Annual O&M Costs:	TBD	Prevailing Wage?	TBD	
	<b>Project Number and Fiscal Year</b>				
			<b>27-xx</b>		
<b>Funding Sources</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Parkland	\$ -	\$ -	\$ 1,500	\$ -	\$ 1,500
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,500</b>	<b>\$ -</b>	<b>\$ 1,500</b>

**Planned FY 2024-25 through FY 2027-28 Discretionary Projects**  
(in thousands of dollars)

<b>Project 27-xx</b>		Sponsor Department: Community Services				
<b>555 West Middlefield Park, Design and Construction</b>		Category: Parks and Recreation				
555 W. Middlefield is a gatekeeper development adding apartment units to an existing property. Design and construct a 1.3 acre new public park.		Additional Annual O&M Costs: \$33,410		Prevailing Wage? Yes		
		<b>Project Number and Fiscal Year</b>				
		<b>27-xx</b>				
<b>Funding Sources</b>		<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Parkland		\$ -	\$ -	\$ 4,000	\$ -	\$ 4,000
<b>Total</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,000</b>	<b>\$ -</b>	<b>\$ 4,000</b>

<b>Project 27-xx</b>		Sponsor Department: Fire				
<b>Apparatus/Trailer Shelters for Fire Stations 1 and 4</b>		Category: Facilities				
Installation of 1 36'x40' steel framed roof structures at fire station #1 and 2 36'x40' steel framed roof structures at fire station #4 to protect fire apparatus and trailers.		Additional Annual O&M Costs: None		Prevailing Wage? Yes		
		<b>Project Number and Fiscal Year</b>				
		<b>27-xx</b>				
<b>Funding Sources</b>		<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Construction/Conveyance Tax		\$ -	\$ -	\$ 570	\$ -	\$ 570
<b>Total</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 570</b>	<b>\$ -</b>	<b>\$ 570</b>

<b>Project 27-xx</b>		Sponsor Department: Fire/Public Works				
<b>Fire Station #3, Construction (Placeholder)</b>		Category: Facilities				
Based on Study and Design, construct a new Fire Station to replace the aging Fire Station #3.		Additional Annual O&M Costs: None		Prevailing Wage? Yes		
		<b>Project Number and Fiscal Year</b>				
		<b>27-xx</b>				
<b>Funding Sources</b>		<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Unidentified Funding		\$ -	\$ -	\$ 30,000	\$ -	\$ 30,000
<b>Total</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 30,000</b>	<b>\$ -</b>	<b>\$ 30,000</b>

**Planned FY 2024-25 through FY 2027-28 Discretionary Projects**  
(in thousands of dollars)

<b>Project 27-xx</b>	Sponsor Department: Community Services				
<b>Senior Center Social Hall Floor Replacement</b>	Category: Facilities				
Replace and upgrade the flooring in the Social Hall of the Senior Center to a better option that does not require specialized maintenance.	Additional Annual O&M Costs:		None	Prevailing Wage?	Yes
	<b>Project Number and Fiscal Year</b>				
			27-xx		
<b>Funding Sources</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Capital Improvement Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)	\$ -	\$ -	\$ 140	\$ -	\$ 140
<b>Total</b>	\$ -	\$ -	\$ 140	\$ -	\$ 140

<b>Project 27-xx</b>	Sponsor Department: Public Works				
<b>Landfill Gas Collection System Replacement at Golf Course Back 9 Area, Construction</b>	Category: Regulatory				
This project includes the construction of approximately 10,400 lineal feet of landfill gas headers which consist of 12" gas line, 4" leachate line with cleanouts every 200', and 2" air line, and approximately 3,800 lineal feet of laterals, which consists of 6" gas line, 4" leachate line with cleanouts, and 1" air line.	Additional Annual O&M Costs:		None	Prevailing Wage?	Yes
	<b>Project Number and Fiscal Year</b>				
			27-xx		
<b>Funding Sources</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Shoreline Community	\$ -	\$ -	\$ 4,640	\$ -	\$ 4,640
<b>Total</b>	\$ -	\$ -	\$ 4,640	\$ -	\$ 4,640

<b>Project 27-xx</b>	Sponsor Department: Public Works				
<b>Graham Reservoir Vertical Turbine Pump Evaluation</b>	Category: Utilities				
An engineering study/evaluation of the vertical turbine pumps to determine the root cause of the recent shear failures within the shafts at the pump station.	Additional Annual O&M Costs:		None	Prevailing Wage?	TBD
	<b>Project Number and Fiscal Year</b>				
			27-xx		
<b>Funding Sources</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Water (Includes Water Capacity Fee)	\$ -	\$ -	\$ 100	\$ -	\$ 100
<b>Total</b>	\$ -	\$ -	\$ 100	\$ -	\$ 100

**Planned FY 2024-25 through FY 2027-28 Discretionary Projects**  
(in thousands of dollars)

<b>Project 28-xx</b>		Sponsor Department: Public Works				
<b>Update of North Bayshore Circulation Study (NBCS)</b>		Category: Traffic, Parking and Transportation				
Revise and update NBCS from 2021; coordinate with updates to North Bayshore Precise Plan.		Additional Annual O&M Costs: None		Prevailing Wage? No		
		<b>Project Number and Fiscal Year</b>				
				<b>28-xx</b>		
<b>Funding Sources</b>		<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Shoreline Community		\$ -	\$ -	\$ -	\$ 500	\$ 500
<b>Total</b>		\$ -	\$ -	\$ -	\$ 500	\$ 500

<b>Project 28-xx</b>		Sponsor Department: Public Works				
<b>Citywide Bike Route Program</b>		Category: Traffic, Parking and Transportation				
Design and Construction of bike boulevard treatments including speed humps, bulbouts at corners and speed humps, sharrows, and roundabouts along segments identified as Class III bike routes and bike boulevards.		Additional Annual O&M Costs: TBD		Prevailing Wage? Yes		
		<b>Project Number and Fiscal Year</b>				
				<b>28-xx</b>		
<b>Funding Sources</b>		<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Capital Improvement Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)		\$ -	\$ -	\$ -	\$ 1,670	\$ 1,670
<b>Total</b>		\$ -	\$ -	\$ -	\$ 1,670	\$ 1,670

<b>Project 28-xx</b>		Sponsor Department: Public Works				
<b>Moffett Boulevard Streetscape Plan, Central Expressway to Middlefield</b>		Category: Traffic, Parking and Transportation				
Streetscape Plan for Moffett Boulevard including transit prioritization, bikeway gap closure, pedestrian improvement and vehicle speed management strategies.		Additional Annual O&M Costs: None		Prevailing Wage? TBD		
		<b>Project Number and Fiscal Year</b>				
				<b>28-xx</b>		
<b>Funding Sources</b>		<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Capital Improvement Reserve (including At Risk Lease Evaluation and Parking Lot Sublease)		\$ -	\$ -	\$ -	\$ 170	\$ 170
<b>Total</b>		\$ -	\$ -	\$ -	\$ 170	\$ 170

**Planned FY 2024-25 through FY 2027-28 Discretionary Projects**  
(in thousands of dollars)

<b>Project 28-xx</b>		Sponsor Department: Public Works				
<b>Stevens Creek Trail Extension Dale/Heatherstone to Remington, Construction</b>		Category: Traffic, Parking and Transportation				
Construct trail extension between Dale/Heatherstone and Remington Drive, including a bicycle/pedestrian overcrossing to Mountain View High School.		Additional Annual O&M Costs: TBD		Prevailing Wage? Yes		
		<b>Project Number and Fiscal Year</b>				
				<b>28-xx</b>		
<b>Funding Sources</b>		<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Unidentified Funding		\$ -	\$ -	\$ -	\$ 35,000	\$ 35,000
<b>Total</b>		\$ -	\$ -	\$ -	\$ 35,000	\$ 35,000

<b>Project 28-xx</b>		Sponsor Department: Public Works				
<b>Reingstorff Interchange Ramp Realignment Local Match</b>		Category: Traffic, Parking and Transportation				
Local match for interchange reconstruction and complete streets improvements. This interchange work is critical to the build out of the North Bayshore Precise Plan. Planning is underway with Caltrans and VTA (PAED phase).		Additional Annual O&M Costs: None		Prevailing Wage? Yes		
		<b>Project Number and Fiscal Year</b>				
				<b>28-xx</b>		
<b>Funding Sources</b>		<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Shoreline Community		\$ -	\$ -	\$ -	\$ 22,000	\$ 22,000
<b>Total</b>		\$ -	\$ -	\$ -	\$ 22,000	\$ 22,000

<b>Project 28-xx</b>		Sponsor Department: Public Works				
<b>Coast Casey Pump Station Evaluation and Repair</b>		Category: Utilities				
The 2008 Storm Drain Pump Station Evaluation indicated deficiencies beginning 2018. New evaluation and repairs are needed to update the Coast Casey Pump Station.		Additional Annual O&M Costs: None		Prevailing Wage? Yes		
		<b>Project Number and Fiscal Year</b>				
				<b>28-xx</b>		
<b>Funding Sources</b>		<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Shoreline Community		\$ -	\$ -	\$ -	\$ 1,000	\$ 1,000
<b>Total</b>		\$ -	\$ -	\$ -	\$ 1,000	\$ 1,000

**Planned FY 2024-25 through FY 2027-28 Discretionary Projects**  
(in thousands of dollars)

<b>Project 28-xx</b>		Sponsor Department: Public Works				
<b>High Level Ditch, Evaluation and Repair</b>		Category: Utilities				
The 2008 Storm Drain Pump Station Evaluation indicated deficiencies beginning 2018. New evaluation and repairs are needed to update the High Level Ditch Pump Station.		Additional Annual O&M Costs: None		Prevailing Wage? Yes		
		<b>Project Number and Fiscal Year</b>				
					<b>28-xx</b>	
<b>Funding Sources</b>		<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Shoreline Community		\$ -	\$ -	\$ -	\$ 790	\$ 790
<b>Total</b>		\$ -	\$ -	\$ -	\$ 790	\$ 790

<b>Project 28-xx</b>		Sponsor Department: Utilities				
<b>Replace Landfill Gas System Microturbines</b>		Category: Regulatory Requirements				
The current Microturbines were replaced in 2013. They typically have a ten (10) year lifespan.		Additional Annual O&M Costs: None		Prevailing Wage? Yes		
		<b>Project Number and Fiscal Year</b>				
					<b>28-xx</b>	
<b>Funding Sources</b>		<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>Total</b>
Shoreline Community		\$ -	\$ -	\$ -	\$ 3,500	\$ 3,500
<b>Total</b>		\$ -	\$ -	\$ -	\$ 3,500	\$ 3,500

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# **MISCELLANEOUS INFORMATION**

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## Regular Full-Time and Part-Time Position Allocation

	2021-22 <u>ADJUSTED</u>	2022-23 <u>ADOPTED</u>	2023-24 <u>RECOM.</u>	<u>CHANGE</u>
<u>GENERAL OPERATING FUND</u>				
CITY COUNCIL	7.00	7.00	7.00	
CITY CLERK	5.00	5.00	5.00	
CITY ATTORNEY	9.00	9.00	11.00	+2.00 (a)
CITY MANAGER	15.25	16.00	19.00	+3.00 (b)
HUMAN RESOURCES	8.25	10.00	11.00	+1.00 (c)
INFORMATION TECHNOLOGY	20.40	22.40	23.60	+1.20 (d)
FINANCE AND ADMINISTRATIVE SERVICES	34.25	35.20	35.50	+0.30 (e)
COMMUNITY DEVELOPMENT	7.20	6.55	4.65	-1.90 (f)
PUBLIC WORKS	43.87	45.27	47.52	+2.25 (g)
COMMUNITY SERVICES	71.56	72.30	77.15	+4.85 (h)
LIBRARY	30.75	31.75	32.25	+0.50 (i)
FIRE	76.60	76.60	78.60	+2.00 (j)
POLICE	142.50	142.50	143.50	+1.00 (k)
HOUSING	0.00	0.00	1.85	+1.85 (f)
	<u>471.63</u>	<u>479.57</u>	<u>497.62</u>	<u>18.05</u>
<u>OTHER FUNDS</u>				
INFORMATION TECHNOLOGY				
WATER	1.60	1.60	1.40	-0.20 (d)
FINANCE AND ADMIN SRVCS				
WATER	2.25	2.30	2.50	+0.20 (e)
COMMUNITY DEVELOPMENT				
DEVELOPMENT SERVICES	37.60	40.90	42.50	+1.60 (f)
BELOW-MARKET-RATE HOUSING	2.20	2.20	0.00	-2.20 (f)
HOUSING IMPACT FEE	1.10	1.10	0.00	-1.10 (f)
CSFRA/RENTAL HOUSING COMMITTEE	5.00	6.00	0.00	-6.00 (f)
MHRSO/RENTAL HOUSING COMMITTEE	0.00	1.00	0.00	-1.00 (f)
PARKING DISTRICT	0.35	0.35	0.65	+0.30 (f)
COMMUNITY DEVELOPMENT BLOCK GRANT	0.45	0.45	0.00	-0.45 (f)
SHORELINE REGIONAL PARK COMMUNITY	1.10	1.45	1.70	+0.25 (f)
PUBLIC WORKS				
DEVELOPMENT SERVICES	11.40	16.85	16.85	
SHORELINE REGIONAL PARK COMMUNITY	5.13	5.38	5.63	+0.25 (g)
WATER	34.00	35.80	35.80	
WASTEWATER	14.80	15.60	15.60	
SOLID WASTE MANAGEMENT	14.80	16.10	16.10	
EQUIPMENT MAINTENANCE	9.50	9.50	9.50	
COMMUNITY SERVICES				
SHORELINE GOLF/MICHAELS RESTAURANT	0.30	0.30	0.30	
SHORELINE REGIONAL PARK COMMUNITY	18.64	18.65	18.80	+0.15 (h)
FIRE				
DEVELOPMENT SERVICES	3.00	3.00	3.00	
WASTEWATER	6.90	6.90	7.40	+0.50 (j)
POLICE				
WASTEWATER	1.00	1.00	0.00	-1.00 (k)
HOUSING				
BELOW-MARKET-RATE HOUSING	0.00	0.00	3.10	+3.10 (f)
HOUSING IMPACT FEE	0.00	0.00	2.00	+2.00 (f)
CSFRA/RENTAL HOUSING COMMITTEE	0.00	0.00	6.00	+6.00 (f)
MHRSO/RENTAL HOUSING COMMITTEE	0.00	0.00	1.00	+1.00 (f)
COMMUNITY DEVELOPMENT BLOCK GRANT	0.00	0.00	0.55	+0.55 (f)
	<u>171.12</u>	<u>186.43</u>	<u>190.38</u>	<u>3.95</u>
TOTAL REGULAR POSITIONS	<u>642.75</u>	<u>666.00</u>	<u>688.00</u>	<u>22.00</u>
Total Limited-Period Positions	<u>19.50</u>	<u>13.25</u>	<u>10.00</u>	<u>-3.25 (l)</u>
NET FUNDED POSITIONS	<u>662.25</u>	<u>679.25</u>	<u>698.00</u>	
CHANGE FROM PRIOR FISCAL YEAR	6.50	17.00	18.75	

Regular Full-Time and Part-Time Position Allocation  
(Continued)

Notes:

- a. Includes the addition of a Paralegal and midyear addition of a Senior Assistant City Attorney.
- b. Includes the addition of a Community Outreach Specialist, a Program Assistant, and midyear addition of an Assistant City Manager.
- c. Includes the addition of a Human Resources Analyst I/II.
- d. Includes the addition of a Senior Information Technology Analyst.
- e. Includes the addition of 0.5 FTE of a Customer Service Representative.
- f. Includes the addition of a Senior Permit Technician, a Plan Check Examiner, a Senior Housing Officer, and the transfer of 13.5 positions from the Community Development Department to the Housing Department.
- g. Includes the addition of a Senior Civil Engineer, the midyear addition of an Analyst I/II, and the midyear reclassification of a half-time Senior Civil Engineer to full-time Project Manager.
- h. Includes the addition of an Assistant Community Services Director, an Open Space Planner, a Recreation Coordinator, and the midyear addition of two Parks Maintenance Worker I/II's.
- i. Includes the addition of 0.25 FTE to a Library Assistant I/II and midyear addition of 0.25 FTE to a Librarian.
- j. Includes the addition of a Systems Specialist, reclassification of a half-time Office Assistant to full-time Administrative Assistant, and transfer of a half-time Office Assistant and half-time Program Assistant from the Police Department.
- k. Includes the addition of a Police Officer - Community Outreach and transfer of a half-time Program Assistant and a half-time Administrative Assistant to the Fire Department.
- l. Includes:
  - City Manager's Office: Continuation of a Management Fellow and a Website Coordinator. Also includes an Analyst I/II funded by the Sustainability CIP.
  - Human Resources Department: Continuation of an Administrative Assistant and a new Human Resources Technician.
  - Information Technology Department: Continuation of a Systems Coordinator Technician.
  - Finance and Administrative Services Department: New Financial Analyst I/II.
  - Public Works Department: Continuation of a Senior Civil Engineer and a Facilities Maintenance Worker I/II.
  - Library Department: New Security Guard.

FISCAL YEAR 2023-24  
Funding of Nonprofit Agencies

<u>AGENCY</u>	<u>2022-23</u> <u>Adopted</u>	<u>2023-24</u> <u>Recom.</u>
<u>General Fund Funded</u>		
Child Advocates of Silicon Valley	\$ 15,525	0
Community Legal Services in East Palo Alto	18,000	0
Community School of Music & Arts	7,150	25,000
CSA – Senior Nutrition Program	31,500	38,029
Day Worker Center of Mountain View - Education Skills Training & Job Placement	18,000	40,000 (a)
Day Worker Center of Mountain View - Healthy Meals Program	0	40,000
Healthier Kids Foundation – Vision Screening	11,245	11,245
Junior Achievement of Northern California	0	8,000
South County Community Health Center, Ravenswood Family Health Network	22,500	22,500
Parents Helping Parents, Inc. – Support Services for Households with Disabled Children	7,500	8,250
The Health Trust's Meals on Wheels Program	27,430	43,200
United Way of the Bay Area	5,000 (b)	5,000 (b)
YWCA Domestic Violence Dept/Maitri	7,150 (b)	42,500 (a)
General Fund Total	\$ <u>171,000</u>	<u>283,724</u>
<u>CDBG Funded:</u>		
Bill Wilson Center	\$ 14,000	0
Catholic Charities of Santa Clara Co.	3,120	0
CSA – Homelessness Prevention/Homeless Services	15,680	42,742 (c)
CSA – Senior Services Program	9,600	27,300 (c)
Day Worker Center of Mountain View	8,792 (c)	0 (d)
LifeMoves – Homeless Prevention Services	13,208 (c)	35,000 (c)
Next Door Solutions to Domestic Violence	2,800	15,000 (c)
Senior Adults Legal Assistance	6,000	16,500 (c)
Silicon Valley Independent Living Center (SVILC) – Housing-Related Assistance for the Disabled	4,400	10,127 (c)
Vista – Support Services for Blind & Visually Impaired Persons	12,400	30,000 (c)
CDBG Total	\$ <u>90,000</u>	<u>176,669</u>

(a) Includes rebudget funding from FY22-23 ARPA Funding.

(b) Includes funding from General Housing (Boomerang) Fund.

(c) Includes limited-period funding.

(d) FY23-24 program funded by General Fund.

FISCAL YEAR 2023-24  
Funding of Nonprofit Agencies  
(Continued)

<u>AGENCY</u>	<u>2022-23</u> <u>Adopted</u>	<u>2023-24</u> <u>Recom.</u>
<u>Other Nonprofit Agencies - not requested by an agency during CDBG Public Hearing</u>		
Community Health Awareness Council	\$ 128,000	135,700
Community School of Music & Arts		
Art4Schools	52,259	52,259
Music4Schools	24,800	24,800
Housing Trust Silicon Valley	150,000 (e)	150,000 (e)
Police Activities League (MVPAL)	5,000	5,000
Project Sentinel – Fair Housing Services	25,000	25,000
Project Sentinel – Mediation Program	91,944	91,944
Silicon Valley @ Home	2,500 (e)	2,500 (e)
Youth Sports Fee Waiver	<u>2,000</u>	<u>2,000</u>
Total Other Nonprofit Funding	\$ <u><u>481,503</u></u>	<u><u>489,203</u></u>

(e) Funded by the Below-Market-Rate Housing Fund.

FISCAL YEAR 2023-24

Citywide Memberships

<u>MEMBERSHIP</u>	<u>Budget Amount</u>	<u>Responsible Department</u>
Sister City Membership	\$ 480	City Clerk
Alliance for Innovation	5,400	CMO
Association of Bay Area Governments (ABAG)	22,000	CMO
Local Agency Formation Commission (LAFCO)	20,000	CMO
League of California Cities (LCC) Peninsula Division	300	CMO
League of California Cities	25,000	CMO
Mayor's Innovation	2,700	CMO
Mountain View Chamber of Commerce	1,000	CMO
National League of Cities	7,000	CMO
Santa Clara County Cities Association	22,000	CMO
Sustainable Silicon Valley	1,500	CMO
Joint Venture Silicon Valley	20,000 <sup>(a)</sup>	CDD
Bay Area Water Supply & Conservation Agency (BAWSCA)	320,600 <sup>(b)</sup>	PWD
Congestion Management Agency	160,400	PWD
Cal Urban Water Conservation Council	3,200 <sup>(b)</sup>	PWD
Transportation Management Association	55,000 <sup>(a)</sup>	PWD
Friends of Caltrain – Education Services Only	5,000	PWD
Silicon Valley Library System	8,950	Library
Pacific Library Partnership	11,011	Library

(a) Includes Shoreline Regional Park Community funding of \$5,000 for Joint Venture Silicon Valley and \$27,500 for Transportation Management Association.

(b) Funded from the Water Fund.

FISCAL YEAR 2023-24

Recommended On-Going Changes  
NON-DISCRETIONARY

**General Operating Fund**

CITY CLERK'S OFFICE

**Contract Services:** \$ 4,000

Provides increased funding for services to maintain the City's codification records electronically.

**Advertising Services:** \$ 2,000

Provides increased funding to accommodate fluctuations in the number of legally required newspaper publications.

**City Clerk's Office Total**

**\$ 6,000**

CITY MANAGER'S OFFICE

**Mountain View Community Television Contract:** \$ 24,500

Provides increased funding for recording and broadcasting of City Council meetings, Environmental Planning Commission meetings, and video production of City events.

**City Manager's Office Total**

**\$ 24,500**

HUMAN RESOURCES DEPARTMENT

**Employee Appreciation and Holiday Lunch Events:** \$ 10,800

Provides increased funding in anticipation of higher headcount and increased vendor costs for employee appreciation events.

**Human Resources Department Total**

**\$ 10,800**

INFORMATION TECHNOLOGY DEPARTMENT

**Information Technology Services, Licenses, and Software Renewals:** \$ 386,200

Provides new and increased funding for the annual subscriptions and licenses of Microsoft Office, DocuSign, Adobe Acrobat Pro, and various other software and system licenses.

**Information Technology Department Total**

**\$ 386,200**

FISCAL YEAR 2023-24

Recommended On-Going Changes  
NON-DISCRETIONARY

**General Operating Fund**

(Continued)

FINANCE AND ADMINISTRATIVE SERVICES DEPARTMENT

**Reallocate Principal Financial Analyst Position:** \$ (50,900)

Transfers a portion of the funding for a Principal Financial Analyst position in the Revenue section from the General Fund to the Utility Funds. The new allocation more accurately reflects the duties and responsibilities of the position as they relate to utility billing and revenue collection.

**Finance & Administrative Services Department Total** **\$ (50,900)**

PUBLIC WORKS DEPARTMENT

**Gas and Electricity Cost Increase:** \$ 232,400

Provides increased funding for higher gas and electricity costs.

**Janitorial Services:** \$ 176,500

Provides increased funding for janitorial services for City facilities due to cost increase associated with the new janitorial services contract.

**Automated External Defibrillator (AED) Testing:** \$ 8,600

Provides new funding of \$3,100 and transfers \$5,500 of existing funding from the Fire Department for the annual inspection and testing of AEDs in all City facilities.

**City Utility Cost Increase:** \$ 2,200

Provides increased funding for City utility services used by City departments based on usage and utility rate adjustments.

**Public Works Department Total** **\$ 419,700**

COMMUNITY SERVICES DEPARTMENT

**City Utility Cost Increase:** \$ 38,400

Provides increased funding for City utility services used by City departments based on usage and utility rate adjustments.

**Gas and Electricity Cost Increase:** \$ 35,100

Provides increased funding for higher gas and electricity costs.

FISCAL YEAR 2023-24

Recommended On-Going Changes  
NON-DISCRETIONARY

**General Operating Fund**

(Continued)

**ActiveNet Contract:** \$ 34,500

Provides increased funding to continue usage of online software for class and camp registrations, facility reservations, memberships, and various other financial transactions.

**Janitorial Services:** \$ 11,100

Provides increased funding for janitorial services for City facilities due to cost increase associated with the new janitorial services contract.

**Reclassification of Office Assistant I hours to Office Assistant:** \$ 3,600

Provides funding to reclassify budgeted hours from Office Assistant I to Office Assistant. The Office Assistant I classification was eliminated in Fiscal Year 2022-23.

**Community Services Department Total**

**\$ 122,700**

FIRE DEPARTMENT

**Contract Services:** \$ 33,100

Provides new and increased funding for background investigation services, scheduling and accountability software, emergency alert system annual maintenance, and document archiving services.

**Special Materials and Supplies:** \$ 31,000

Provides increased funding for training supplies, janitorial supplies, firefighting foam, and self-contained breathing apparatus (SCBA) valve service.

**Automated External Defibrillator (AED) Testing:** \$ (5,500)

Transfers \$5,500 of existing funding to the Public Works Department for the annual inspection and testing of AEDs in all City facilities.

**Fire Department Total**

**\$ 58,600**

POLICE DEPARTMENT

**Crossing Guard Services:** \$ 223,600

Provides increased funding for additional crossing guard services for Mountain View schools.

FISCAL YEAR 2023-24

Recommended On-Going Changes  
NON-DISCRETIONARY

**General Operating Fund**

(Continued)

**Public Safety Systems Support: \$ 52,000**

Provides increased funding for software maintenance and technical support for the shared records management system with the cities of Palo Alto and Los Altos.

**Silicon Valley Animal Control Authority (SVACA) Contract: \$ 11,700**

Provides increased funding for cost increases related to the animal services contract with SVACA.

**Live911 Support and Maintenance: \$ 8,300**

Provides new funding for support and maintenance of Live911 technology. Live911 technology allows first responders in the field to monitor the location and audio of 911 emergency calls.

**Event Overtime: \$ (36,000)**

Provides funding for overtime services for Shoreline Amphitheatre events. Event overtime is reimbursed to the City with an administrative fee, resulting in a net savings to the General Fund.

**Police Department Total**

**\$ 259,600**

**Total Non-Discretionary On-Going for General Operating Fund**

**\$ 1,237,200**

FISCAL YEAR 2023-24

Recommended On-Going Changes  
NON-DISCRETIONARY

**Other Funds**

NON-DEPARTMENT

Transportation Reserve

**Community Shuttle:** \$ 546,700

Provides increased funding for expanded shuttle operations. The total cost is offset by a contribution from Google and VTA-Measure B funds.

Shoreline Regional Park Community Fund

**Property Tax Payments:** \$ 900

Provides new funding for the property tax due on newly purchased City property that falls within a special assessment district.

2018 Shoreline Revenue Bonds Fund

**Bond Trustee Fees:** \$2,000

Provides increased funding for the bond trustee fees for the 2018 Shoreline Revenue Bonds.

2022 Shoreline Revenue Bonds Fund

**Bond Trustee Fees:** \$5,000

Provides new funding for the bond trustee fees for the 2022 Shoreline Refunding Bonds.

**Non-Department Total**

**\$554,600**

CITY ATTORNEY'S OFFICE

General Liability Fund

**Claims and Settlements:** \$ 200,000

Transfers \$175,000 from the Finance and Administrative Services Department and provides new funding of \$25,000 for settlement of small claims within City Attorney or City Manager authority.

**City Attorney's Office Total**

**\$ 200,000**

FINANCE AND ADMINISTRATIVE SERVICES DEPARTMENT

Water Fund

**Online Payment Processing Charges:** \$ 143,000

Provides increased funding for credit card merchant fees for utility bills. The increased cost is due to increased usage of online bill pay and higher utility bill amounts.

FISCAL YEAR 2023-24

Recommended On-Going Changes  
NON-DISCRETIONARY

**Other Funds**

(Continued)

**Reallocate Principal Financial Analyst Position: \$ 50,900**

Transfers a portion of the funding for a Principal Financial Analyst position in the Revenue section from the General Fund to the Water Fund. The new allocation more accurately reflects the duties and responsibilities of the position as they relate to utility billing and revenue collection.

**General Liability Insurance Fund**

**Insurance Premiums: \$ 356,750**

Provides increased funding for cost increases related to the City's excess liability insurance and property insurance.

**Claims and Settlements: \$ (175,000)**

Transfers \$175,000 to the City Attorney's Office for settlement of small claims within City Attorney or City Manager authority.

**Finance and Administrative Services Department Total**

**\$ 375,650**

PUBLIC WORKS DEPARTMENT

**Shoreline Regional Park Community Fund**

**Gas and Electricity Cost Increase: \$ 10,000**

Provides increased funding for higher gas and electricity costs.

**Water Fund**

**Citywide Membership: \$ 15,000**

Provides increased funding for the City's annual membership dues for the Bay Area Water Supply and Conservation Agency (BAWSCA).

**Gas and Electricity Cost Increase: \$ 3,400**

Provides increased funding for higher gas and electricity costs.

**Wastewater Fund**

**Gas and Electricity Cost Increase: \$ 16,900**

Provides increased funding for higher gas and electricity costs.

**City Utility Cost Increase: \$ 800**

Provides increased funding for City utility services used by City departments based on usage and utility rate adjustments.

FISCAL YEAR 2023-24

Recommended On-Going Changes  
NON-DISCRETIONARY

**Other Funds**

(Continued)

Solid Waste Fund

**Gas and Electricity Cost Increase:** \$ 14,000

Provides increased funding for higher gas and electricity costs.

**City Utility Cost Increase:** \$ 1,400

Provides increased funding for City utility services used by City departments based on usage and utility rate adjustments.

Equipment Maintenance and Replacement Fund

**Fuel Costs:** \$ 70,000

Provides increased funding for higher fuel costs.

**Public Works Department Total**

**\$ 131,500**

COMMUNITY SERVICES DEPARTMENT

Shoreline Regional Park Community Fund

**City Utility Cost Increase:** \$ 29,700

Provides increased funding for City utility services used by City departments based on usage and utility rate adjustments.

**Gas and Electricity Cost Increase:** \$ 8,800

Provides increased funding for higher gas and electricity costs.

**ActiveNet Contract:** \$ 5,500

Provides increased funding for ActiveNet annual subscription fee as described in the General Operating Fund section above.

**Janitorial Services:** \$ 2,800

Provides increased funding to continue daily cleaning services for park restrooms by the City's janitorial provider due to cost increase from the new janitorial services contract.

**Community Services Department Total**

**\$ 46,800**

FISCAL YEAR 2023-24

Recommended On-Going Changes  
NON-DISCRETIONARY

**Other Funds**

(Continued)

FIRE DEPARTMENT

Wastewater Fund

**Silicon Valley Urban Runoff Pollution Prevention Program (SCVURPPP):** \$ 14,500

Provides increased funding for the City's portion of the Silicon Valley Urban Runoff Pollution Prevention Program annual budget.

**NPDES Permit Fees:** \$ 3,600

Provides increased funding for National Pollutant Discharge Elimination System permit fees.

**Fire Department Total**

**\$ 18,100**

**Total Non-Discretionary On-Going for Other Funds**

**\$ 1,326,650**

FISCAL YEAR 2023-24

Recommended On-Going Changes  
DISCRETIONARY

**General Operating Fund**

CITY COUNCIL

**Miscellaneous Expenses:** \$28,000

Provides increased funding for Council meals for in-person meetings due to cost increases; the annual Celebration of Service to Boards, Commissions, and Committees; and the annual Citywide Mayor's gift.

**City Council Total**

**\$ 28,000**

CITY CLERK'S OFFICE

**License and Software Renewal:** \$ 24,000

Provides new funding for annual software renewal for the public record requests system.

**Employee Wellness and Team Building:** \$2,500

Provides new funding for employee wellness and team building events.

**Training, Conference, and Travel:** \$ 1,300

Provides increased funding for training, conference, and travel for additional staff.

**Computer Equipment:** \$ 1,200

Provides increased funding for computer equipment for the department.

**Memberships, Dues, and Filing Fees:** \$ 1,000

Provides increased funding for annual membership fees.

**City Clerk's Office Total**

**\$ 30,000**

CITY ATTORNEY'S OFFICE

**Legal Services:** \$ 300,000

Provides increased funding for external counsel and assistance in non-litigation matters.

**Paralegal Position (1.0 FTE):** \$185,600

Provides new funding for one Paralegal position. The position will provide critical assistance to attorneys and support in-house litigation matters.

FISCAL YEAR 2023-24

Recommended On-Going Changes  
DISCRETIONARY

**General Operating Fund**

(Continued)

**Document Management System: \$ 26,000**

Provides new funding for annual software costs for a document management system to organize, manage, and maintain the City's legal documents.

**Legal Publications: \$ 6,000**

Provides increased funding for essential legal publications.

**Online Legal Research: \$ 5,000**

Provides increased funding for access to the online legal research platform Westlaw.

**Employee Wellness and Team Building: \$2,500**

Provides new funding for employee wellness and team building events.

**Memberships, Dues, and Filing Fees: \$ 1,000**

Provides increased funding for memberships to the California Bar, local bar associations, and municipal law associations.

**City Attorney's Office Total**

**\$ 526,100**

CITY MANAGER'S OFFICE

**Program Assistant (1.0 FTE): \$ 175,600**

Provides new funding for one Program Assistant position. The position will assist with City programs related to homeless and unstably housed residents, behavioral health services, and other critical needs for vulnerable populations.

**Community Outreach Specialist Position (1.0 FTE): \$ 139,500**

Provides funding for one Community Outreach Specialist. This position will support the continued growth of the Multicultural Engagement Program and increased demand for translation, interpretation, and multicultural outreach services.

**Communications Enhancement: \$ 100,000**

Provides new funding to enhance and further support communications and outreach efforts concerning City initiatives, programs and services through video productions, publications, digital tools, graphical illustrations, web-based platforms, and other communication products.

FISCAL YEAR 2023-24

Recommended On-Going Changes  
DISCRETIONARY

**General Operating Fund**

(Continued)

**Non-Profit Funding:** \$ 15,200

Provides increased funding to non-profit organizations to support community activities.

**Reclassification of Community Outreach Coordinator to Senior Outreach Coordinator:**  
\$ 13,900

Provides funding to reclassify one Community Outreach Coordinator position to Senior Outreach Coordinator. This position will support the continued growth of the Multicultural Engagement Program.

**Communications Wages:** \$ 13,200

Provides increased funding for hourly wages for internships in the Communications Division. The funding will augment staff capacity and provide support for professional development for those exploring careers in local government.

**Employee Wellness and Team Building:** \$3,400

Provides new funding for employee wellness and team building events.

**City Manager's Office Total**

**\$ 460,800**

HUMAN RESOURCES DEPARTMENT

**Human Resources Analyst I/II Position (1.0 FTE):** \$ 216,300

Provides funding to convert one limited-period Human Resources Analyst I/II position to ongoing. The position is needed to assist with increased workload and recruiting backlog in the Human Resources department.

**Employee Relations Legal Counsel:** \$ 65,000

Provides new funding for legal counsel for unanticipated regulatory requirements, complex personnel matters, and other unforeseen matters that require special expertise.

**Facilitator for Council Appointees:** \$ 40,000

Provides new funding for consultant assistance for council appointees' annual evaluations.

**Recruitment Advertising and Marketing:** \$ 36,500

Provides new funding for continued engagement and advertising on the LinkedIn and Government Jobs platforms.

FISCAL YEAR 2023-24

Recommended On-Going Changes  
DISCRETIONARY

**General Operating Fund**

(Continued)

**Employee Homebuyer Program Administration: \$ 25,000**

Provides new funding for external resources to administer and support the Employee Homebuyer Program.

**Management Forum: \$ 25,000**

Provides new funding for periodic team building and training activities for City management staff.

**Applicant Tracking System: \$ 20,000**

Provides increased funding for a new vendor for the applicant tracking system and recruitment record keeping.

**Employee Wellness and Team Building: \$2,500**

Provides new funding for employee wellness and team building events.

**Human Resources Department Total**

**\$ 430,300**

INFORMATION TECHNOLOGY DEPARTMENT

**Senior Information Technology Analyst Position (1.0 FTE): \$ 255,100**

Provides funding for one Senior Information Technology Analyst position. The position will support critical networking projects and cyber-security.

**Reclassification of Information Technology Analyst I/II to Principal Information Technology Analyst: \$ 30,700**

Provides funding to reclassify one Information Technology Analyst I/II position to Principal Information Technology Analyst in the Geographic Information System (GIS) section to assist with organizing the section for succession planning.

**Employee Wellness and Team Building: \$4,800**

Provides new funding for employee wellness and team building events.

**Information Technology Department Total**

**\$ 290,600**

FISCAL YEAR 2023-24

Recommended On-Going Changes  
DISCRETIONARY

**General Operating Fund**  
(Continued)

FINANCE AND ADMINISTRATIVE SERVICES DEPARTMENT

**Labor Compliance Software:** \$ 16,500

Provides new funding for an annual subscription for the new labor compliance and certified payroll tracking software.

**Memberships, Dues, and Filing Fees:** \$ 9,000

Provides increased funding for membership in Local Agency Formation Commission, League of California Cities, National League of Cities, and other memberships due to cost increases.

**Employee Wellness and Team Building:** \$7,500

Provides new funding for employee wellness and team building events.

**Finance and Administrative Services Department Total** **\$ 33,000**

COMMUNITY DEVELOPMENT DEPARTMENT

**Legal Services:** \$ 50,000

Provides increased funding for legal services related to development projects, planning policy development, and planning-related laws, regulations, and implementation.

**Employee Wellness and Team Building:** \$9,500

Provides new funding for employee wellness and team building events.

**Community Development Department Total** **\$ 59,500**

PUBLIC WORKS DEPARTMENT

**Traffic Maintenance and Repairs:** \$ 100,000

Provides increased funding for contract services related to traffic signal maintenance and repairs.

**Consultant Services - Transportation:** \$70,000

Provides new funding for consultant assistance for the Safe Routes to School (SRTS) program.

**Contract Services - Real Property:** \$ 30,000

Provides new funding for a property management firm to assist in managing the City's residential properties.

FISCAL YEAR 2023-24

Recommended On-Going Changes  
DISCRETIONARY

**General Operating Fund**

(Continued)

**Employee Wellness and Team Building:** \$29,400

Provides new funding for employee wellness and team building events.

**Senior Civil Engineer Position (1.0 FTE):** \$ 28,300

Provides funding to convert one limited-period Senior Civil Engineer position to ongoing. The position will continue to manage Capital Improvement Program (CIP) projects for City facilities, with a focus on sustainability improvements. The remaining funding for the position will come from CIP projects.

**AutoCAD Software:** \$ 10,600

Provides new funding for AutoCAD design and drafting software.

**Public Works Department Total**

**\$ 268,300**

COMMUNITY SERVICES DEPARTMENT

**Rengstorff Park Aquatics Center:** \$383,300

Provides new funding for hourly wages, operations, utilities, and supplies related to the new Rengstorff Park Aquatics Center. The total increase of \$908,900 is offset by \$525,600 in savings in wages and anticipated new revenue.

**Assistant Community Services Director (1.0 FTE):** \$ 321,600

Provides funding for one Assistant Community Services Director position. The position will oversee the Recreation and Performing Arts Divisions, assist with special projects, and serve as liaison to the Parks and Recreation Commission.

**Open Space Planner Position (0.85 FTE):** \$ 191,900

Provides funding for one Open Space Planner position. The position will work on projects relating to the environment, recreation, landscape, and parks. The remaining 0.15 FTE is funded through the Shoreline Regional Park Community Fund.

**Recreation Coordinator Position (1.0 FTE):** \$ 175,300

Provides funding for one full-time Recreation Coordinator position. The position will support programs and operations at the new Rengstorff Park Aquatics Center.

**Castro Street Pedestrian Mall:** \$ 93,500

Provides new funding for pressure washing services, maintenance, and programming for the Castro Street Pedestrian Mall.

FISCAL YEAR 2023-24

Recommended On-Going Changes  
DISCRETIONARY

**General Operating Fund**

(Continued)

**Special Events: \$ 24,700**

Provides increased funding for special events such as the Multicultural Festival, Monster Bash, Tree Lighting, and Concerts on the Plaza.

**Gopher Control: \$ 20,000**

Provides funding to continue gopher control services at City parks. The impact of gopher holes has led to concerns about the safety and usability of the turf.

**Employee Wellness and Team Building: \$18,700**

Provides new funding for employee wellness and team building events.

**Lunar New Year Event: \$ 16,000**

Provides new funding for advertising, event supplies and materials, contracted performances, and tent and outdoor stage for the annual Lunar New Year event.

**Community Services Department Total**

**\$ 1,245,000**

LIBRARY DEPARTMENT

**Digital Library Collection: \$ 43,300**

Provides increased funding for expansion of eBooks and other digital resources.

**Library Assistant I/II Position (0.25 FTE): \$ 39,300**

Provides funding to increase a Library Assistant I/II position from three-quarter time to full-time. The additional hours will help the Library maintain adequate staffing levels.

**Employee Wellness and Team Building: \$6,400**

Provides new funding for employee wellness and team building events.

**Library Department Total**

**\$ 89,000**

FIRE DEPARTMENT

**Overtime: \$ 793,300**

Provides increased funding for overtime in the Suppression Division relating to minimum staffing requirements and workers compensation backfill.

FISCAL YEAR 2023-24

Recommended On-Going Changes  
DISCRETIONARY

**General Operating Fund**

(Continued)

**Systems Specialist Position (1.0 FTE): \$ 221,300**

Provides funding for one Systems Specialist position. The position will provide maintenance and support for technology programs in the Fire Department.

**Reclassification of Office Assistant to Administrative Assistant (0.5 FTE): \$ 85,600**

Provides funding to reclassify one half-time Office Assistant position to full-time Administrative Assistant. The position provides administrative support to the Fire and Environmental Safety Division.

**Reallocate Office Assistant Position (0.5 FTE): \$ 74,600**

Reallocates the funding for one half-time Office Assistant position from the Police Department to the Fire Department.

**Satellite Phone Annual Subscription: \$ 20,000**

Provides new funding for satellite phone service for City staff to maintain communications during a disaster or emergency.

**Employee Wellness and Team Building: \$17,300**

Provides new funding for employee wellness and team building events.

**Promotional Recruitment Exams: \$ 6,100**

Provides increased funding for promotional recruitment exams for Fire Engineer, Fire Captain, and Battalion Chief positions.

**Fire Department Total**

**\$ 1,218,200**

POLICE DEPARTMENT

**Police Officer Position (1.0 FTE) - Community Outreach: \$332,400**

Provides funding to convert a limited-period Police Officer position to ongoing. This position focuses on improving the effectiveness of the Police Department's handling of community concerns and issues related to vulnerable populations, including the homeless and mentally ill, and works in close coordination with staff in the City Manager's Office.

FISCAL YEAR 2023-24

Recommended On-Going Changes  
DISCRETIONARY

**General Operating Fund**

(Continued)

**Employee Wellness and Team Building:** \$28,400

Provides new funding for employee wellness and team building events.

**Reallocate Office Assistant Position (0.5 FTE):** (\$ 74,600)

Reallocates the funding for one half-time Office Assistant position from the Police Department to Fire Department.

**Police Department Total**

**\$ 286,200**

HOUSING DEPARTMENT

**General Supplies:** \$5,000

Provides new funding for administrative costs and supplies for the Housing Department.

**Employee Wellness and Team Building:** \$2,700

Provides new funding for employee wellness and team building events.

**Housing Department Total**

**\$ 7,700**

**Total Discretionary On-Going for General Operating Fund**

**\$ 4,972,700**

FISCAL YEAR 2023-24

Recommended On-Going Changes  
DISCRETIONARY

**Other Funds**

FINANCE AND ADMINISTRATIVE SERVICES DEPARTMENT

Water Fund

**Customer Service Representative Position (0.5 FTE): \$ 72,200**

Provides funding to increase a Customer Service Representative position from half-time to full-time. The position provides front-line customer service support to Utility Billing, Business License Tax, and Transient Occupancy Tax (TOT), building and development permits, and other City revenues.

**Finance and Administrative Services Department Total** **\$ 72,200**

COMMUNITY DEVELOPMENT DEPARTMENT

Development Services Fund

**Plan Check Examiner Position (1.0 FTE): \$ 230,300**

Provides funding for one Plan Check Examiner position. This position will address increased workload due to high volume of building permits in addition to complex new code adoption, policies, and standards.

**Senior Permit Technician Position (1.0 FTE): \$ 200,700**

Provides funding for one Senior Permit Technician position. The position will address the increase in volume and complexity of development projects.

**Planning Contract Services: \$ 175,000**

Provides increased funding for contract consultants to provide assistance to Planning staff in reviewing complex development projects.

**Planning Legal Services: \$ 125,000**

Provides increased funding for legal services related to development projects, planning policy development, and planning-related laws, regulations, and implementation.

**Memberships, Dues, and Filing Fees: \$ 5,500**

Provides increased funding for annual memberships for the American Planning Association (APA), US Green Building Council, American Institute of Certified Planners, and others.

**Community Development Department Total** **\$ 736,500**

FISCAL YEAR 2023-24

Recommended On-Going Changes  
DISCRETIONARY

**Other Funds**  
(Continued)

PUBLIC WORKS DEPARTMENT

Shoreline Regional Park Community Fund

**Reclassification of Analyst I/II to Transportation Planner:** \$ 66,200

Provides funding to reclassify one Analyst I/II position to Transportation Planner. This position will work on Transportation Demand Management with a focus on parking.

**AutoCAD Software:** \$ 1,400

Provides new funding for AutoCAD design and drafting software.

Water Fund

**Reclassification of Water Resources Technician to Analyst I/II:** \$31,100

Provides funding to reclassify one Water Resources Technician to Analyst I/II. This position provides higher levels of analysis relating to new water resources regulations.

Solid Waste Fund

**Zero Waste Plan Initiative:** \$ 10,000

Provides new funding to implement the Zero Waste Plan Initiative as it relates to increasing compost utilization.

Equipment Maintenance and Replacement Fund

**Fleet Software:** \$ 15,000

Provides increased funding for annual licensing fees for diagnostic and troubleshooting software for vehicle and equipment repairs.

**Fleet Contract Services:** \$ 6,000

Provides new funding for a consulting firm for required monthly emissions reporting and medical examinations for employees with a commercial driver's license.

**Public Works Department Total**

**\$ 129,700**

COMMUNITY SERVICES DEPARTMENT

Shoreline Regional Park Community Fund

**Open Space Planner Position (0.15 FTE):** \$ 33,900

Provides funding for the Shoreline Regional Park Community Fund's portion of the Open Space Planner position described in the General Operating Fund section above.

FISCAL YEAR 2023-24

Recommended On-Going Changes  
DISCRETIONARY

**Other Funds**  
(Continued)

**Reclassification of Recreation Supervisor to Parks Supervisor: \$ 1,000**

Provides funding to reclassify one Recreation Supervisor position to Parks Supervisor. The reclassification will better align the position with the responsibilities and department needs at Shoreline.

**Community Services Department Total** **\$ 34,900**

FIRE DEPARTMENT

Wastewater Fund

**Reallocate Program Assistant Position (0.5 FTE): \$ 87,800**

Reallocates one half-time Program Assistant position from the Police Department to the Fire Department.

**Overtime: \$ 11,900**

Provides increased funding for overtime in the Fire and Environmental Protection Division for Hazardous Materials, Liquid Waste, and Storm Water services.

**Fire Department Total** **\$ 99,700**

POLICE DEPARTMENT

Wastewater Fund

**Reallocate Office Assistant Position (0.5 FTE): \$ (87,800)**

Reallocates one half-time Program Assistant position from the Police Department to the Fire Department.

**Police Department Total** **(\$ 87,800)**

HOUSING DEPARTMENT

Below Market Rate (BMR) Housing Fund

**Senior Housing Officer Position (0.5 FTE): \$124,950**

Provides funding for one Senior Housing Officer position. This position will support increased workload due to project complexity and new housing laws. The remaining 0.5 FTE is funded through the Housing Impact Fund.

FISCAL YEAR 2023-24

Recommended On-Going Changes  
DISCRETIONARY

**Other Funds**

(Continued)

**Legal Services—Affordable Housing: \$ 85,000**

Provides increased funding for legal services to comply with new housing laws.

**Language Services—Affordable Housing: \$ 20,000**

Provides new funding for translation and interpretation services related to the City's Multicultural Engagement Program.

Housing Impact Fund

**Senior Housing Officer Position (0.5 FTE): \$124,950**

Provides funding for the Housing Impact Fund's portion of the Senior Housing Officer position described in the BMR Housing Fund above.

**Consulting Services—Affordable Housing: \$ 20,000**

Provides funding for external consulting to provide financial and economic analysis relating to affordable housing proposals.

**Housing Department Total**

**\$ 374,900**

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**Total Discretionary On-Going for Other Funds**

**\$ 1,360,100**

FISCAL YEAR 2023-24

Recommended  
LIMITED-PERIOD EXPENDITURES

(Funded From Prior Fiscal Year Carryover)

**General Fund**

NON-DEPARTMENT

**Facility Purchase:** \$ 1,000,000

Provide funding to the Community Services Agency of Mountain View, Los Altos and Los Altos Hills for existing site rehabilitation and to be a catalyst for a funding campaign to meet future facility needs to better serve the community.

**888 Villa Lease:** \$ 389,700

Provides funding for the annual property lease for additional office space for City staff.

**Broadband:** \$ 100,000 *(rebudget balance)*

*Rebudgets the balance of funding available from the American Rescue Planning Act (ARPA) that Council approved in Fiscal Year 2022-23 Adopted Budget.*

**Non-Profit Funding for Community Needs:** \$ 95,500 *(rebudget balance)*

*Rebudgets the balance of funding available from the American Rescue Planning Act (ARPA) that Council approved in Fiscal Year 2022-23 Adopted Budget.*

**Technology Enhancements:** \$ 84,000 *(rebudget balance)*

*Rebudgets the balance of funding available from the American Rescue Planning Act (ARPA) that Council approved in Fiscal Year 2022-23 Adopted Budget.*

**Non-Department Total**

**\$ 1,669,200**

CITY CLERK'S OFFICE

**Display Case Refurbishment:** \$ 3,000

Provides funding to replace damaged acrylic case tops and reupholstery of existing display cases in City Hall.

**City Clerk's Office Total**

**\$ 3,000**

FISCAL YEAR 2023-24

Recommended  
LIMITED-PERIOD EXPENDITURES

(Continued)

CITY MANAGER'S OFFICE

**Safe Parking Program:** \$ 625,000

Provides funding to continue and expand the Safe Parking Program in support of the Council's Community for All strategic priority.

**Revenue Measure Consulting Services:** \$ 250,000

Provides funding for consulting services related to potential revenue measures to fund infrastructure needs, including parks and open space.

**Shoreline Events:** \$ 250,000

Provides funding for a special event in honor of the 40<sup>th</sup> anniversary of the opening of Shoreline at Mountain View.

**Website Coordinator Position (1.0 FTE):** \$ 235,100

Provides funding for a Website Coordinator position. This position will support the transition to a new website and intranet design, apply web best practices, including Americans with Disabilities Act accessibility, recommendations for site navigation, support departments on web publishing processes, identify and resolve problems with web content and links, analyze data for search engine optimization, monitor and report on analytics and recommend changes to enhance site accessibility and effectiveness, and promote uniform fonts, formatting and design.

**Federal and State Legislative Advocacy:** \$ 220,000

Provides funding to engage the services of a legislative advocacy consultant to support the City's legislative priorities at a State and Federal level to include assistance with legislative tracking and updates, analysis, development of a legislative strategy and advocacy plan, and assist with establishing interagency relationships, regional advocacy, and stakeholder engagement.

**Management Fellow Position (1.0 FTE):** \$ 182,100

Provides funding for a Management Fellow position. The objective of this position is to provide increased capacity and an increased level of analysis for important department and Citywide projects.

FISCAL YEAR 2023-24

Recommended  
LIMITED-PERIOD EXPENDITURES

(Continued)

**Homelessness Response Funding:** \$ 125,000

Provides funding to respond to unanticipated and urgent needs related to homelessness to meet emerging needs and address public health and safety issues.

**Public Services Study:** \$ 125,000

Provides funding for consulting services to evaluate current public service levels in the context of anticipated future growth to develop recommendations for addressing potential future needs.

**Sustainability Fellow Contract:** \$ 110,000

Provides continued funding for a professional service agreement for a Sustainability Fellow to support the implementation of Sustainability Action Plan 4 (SAP-4) with a focus on community outreach and engagement.

**Sustainability Outreach and Engagement Program:** \$ 40,000

Provides funding for outreach for the City's Sustainability program in support of SAP-4.

**Language Access and Multicultural Engagement Policy Implementation:** \$ 20,000

Provides funding for the implementation of the forthcoming Citywide Language Access and Multicultural Engagement Policy.

**Race, Equity, and Inclusion Plan Implementation:** \$ 15,000

Provides funding for the implementation of the City's Race, Equity, and Inclusion (REI) Action plan.

**Multicultural Engagement Program Support:** \$ 10,000

Provides funding for the Multicultural Engagement Program's supplies and services budget to support community education, outreach, and engagement activities.

**Legislative Program Support:** \$ 7,500

Provides funding for staff to attend annual conferences for the League of California Cities and National League of Cities.

**City Manager's Office Total**

**\$ 2,214,700**

FISCAL YEAR 2023-24

Recommended  
LIMITED-PERIOD EXPENDITURES

(Continued)

HUMAN RESOURCES DEPARTMENT

**Human Resources Technician Position (1.0 FTE): \$ 188,600**

Provides funding for a Human Resources Technician position. This position will perform varied paraprofessional and technical duties related to recruitment, position classification and compensation, benefit administration, and other program areas.

**Administrative Assistant Position (1.0 FTE): \$ 159,400**

Provides funding for an Administration Assistant position. This position will provide office administrative and clerical support.

**Employee Relations/Labor Negotiations Attorney Services: \$ 150,000**

Provides funding for labor negotiation services and to support implementation of any new agreement terms that require legal advice. In addition, this will provide funding for legal advice on general employee relation matters.

**Citywide Succession Planning: \$ 145,000**

Provides funding for Citywide Succession Planning efforts. The funds will be used for recruitment resources, coaching, and development to prepare the organization for upcoming retirements and transitions in essential leadership positions.

**Employee Relations Consultants: \$ 140,000**

Provides funding for outside consultants to support investigations and class and compensation surveys.

**Intern Wages: \$ 35,000**

Provides funding for hourly wages for intern positions. Interns bring valuable contributions to the City and generate passion for public service by exposing students and recent graduates to the public sector.

**Employee Homebuyer Program Implementation: \$ 30,000**

Provides funding for consultant services for loan underwriting and legal review relating to the Employee Homebuyer Program.

**Recruitment Outreach Platform: \$ 15,000**

Provides funding for a pilot program to use LinkedIn to serve as a platform for job postings and recruitment outreach to increase recruitment effort.

**Employee Engagement Events: \$ 5,000**

Provides funding for employee appreciation and recognition events.

**Human Resources Department Total**

**\$ 868,000**

FISCAL YEAR 2023-24

Recommended  
LIMITED-PERIOD EXPENDITURES

(Continued)

INFORMATION TECHNOLOGY DEPARTMENT

**Systems Coordinator Position (1.0 FTE):** \$ 183,600

Provides funding for a Systems Coordinator position to support Geographic Information System (GIS) related projects.

**Laserfiche Upgrade:** \$ 65,200

Provides funding to upgrade the electronic document scanning and content management platform used by the City (Laserfiche).

**Envisio Software:** \$ 15,000

Provides continued funding for a software system to better track City Council goals and other projects.

**Events Management System Replacement:** \$ 10,500

Provides funding to replace the current events management and scheduling software utilized by The Center for Performing Arts (Artifax).

**Information Technology Department Total** **\$ 274,300**

FINANCE AND ADMINISTRATIVE SERVICES DEPARTMENT

**Fee Study:** \$ 100,000

Provides funding for an outside consultant to conduct a Citywide fee study.

**Graphic Design Consultant:** \$ 30,000

Provides funding for contract services of a graphic design and video consultant for budget document, Annual Comprehensive Financial Report, and other financial documents.

**Finance and Administrative Services Department Total** **\$ 130,000**

PUBLIC WORKS DEPARTMENT

**Hourly Staff to Support the Traffic Section:** \$ 180,000

Provides funding for hourly staff to support the Traffic Section. The section relies on hourly employees to meet workloads and development review timelines.

**Program for Sidewalk Ramping, Grinding, and Inspecting:** \$ 75,000

Provides funding to hire hourly seasonal workers to continue performing sidewalk ramping and grinding operations, including bimonthly sidewalk inspections to target areas needing repair.

FISCAL YEAR 2023-24

Recommended  
LIMITED-PERIOD EXPENDITURES  
(Continued)

**Hourly Staff to Support the Transportation Section: \$ 40,000**

Provides funding for hourly staff to support the Transportation Section with the increased volume of transportation issues.

**Facilities Maintenance Worker I/II Position (1.0 FTE): \$ 35,100 (\$140,500 offset by charges to CIPs)**

Provides funding for a Facilities Maintenance Worker I/II position to support the Energy Conservation and Sustainability programs for the Public Works Facilities Section.

**Public Works Department Total \$ 330,100**

COMMUNITY SERVICES DEPARTMENT

**Winter Holiday Event: \$ 150,000**

Provides funding for holiday celebrations and enhanced decorations for the community.

**Community Services Department Total \$ 150,000**

LIBRARY DEPARTMENT

**Security Services: \$ 200,000**

Provides funding for contract security services for the Library.

**Security Guard (1.0 FTE): \$ 149,100**

Provides funding for a Security Guard position. This position will work with Library staff, administration, contracted security guards, and customers to ensure maximum safety and security to Library customers and employees.

**Library Department Total \$ 349,100**

FIRE DEPARTMENT

**Firefighter Recruit Academy: \$ 414,100**

Provides funding for Firefighter recruits to attend the Firefighter Academy. The funding includes personnel costs, supplies and equipment, and overtime for in-house instructors.

**Personal Protective Equipment Compliance: \$ 229,300**

Provides funding for updating firefighters' personal protective equipment (PPE) to be compliant with new laws.

FISCAL YEAR 2023-24

Recommended  
LIMITED-PERIOD EXPENDITURES

(Continued)

**Data Management System Replacement:** \$ 55,000

Provides funding to replace the existing data management system utilized by the Fire and Environmental Protection Division.

**Medical Specialist Training:** \$ 37,800

Provides funding to send three Paramedics to Medical Specialist Training to increase knowledge, skills, and abilities in the Urban Search and Rescue program. The amount includes overtime and course costs related to the training.

**EOC Satellite Phones:** \$ 30,000

Provides funding to purchase satellite phones for City key staff in order to maintain and improve communications during a disaster or emergency.

**Fire Department 150<sup>th</sup> Anniversary Celebration:** \$ 20,000

Provides funding for awards and recognition to honor the 150-year anniversary of the City's Fire Department.

**LUCAS CPR Maintenance:** \$ 19,200

Provides funding for maintenance for LUCAS CPR devices used by the department.

**EOC Portable Generators:** \$ 10,600

Provides funding to purchase portable generators to provide electricity at the five fire stations throughout the City for residents for powering essential electronic devices during power outages.

**Fire Department Total**

**\$ 816,000**

POLICE DEPARTMENT

**Training and Career Development:** \$ 150,000

Provides funding for training capacity and resources, which encompasses mandated and essential training requirements for sworn and non-sworn assignments in patrol, investigations, and support services.

**Police Department Total**

**\$ 150,000**

FISCAL YEAR 2023-24

Recommended  
LIMITED-PERIOD EXPENDITURES  
(Continued)

HOUSING DEPARTMENT

**Software Subscription:** \$ 6,000

Provides funding to continue usage of grant and portfolio management software utilized for work related to Housing, Public Services, and Neighborhoods. Split with General Operating Fund (GOF), Below Market Rate (BMR) Fund, and Community Development Block Grant (CDBG) Fund.

**Housing Department Total**

**\$ 6,000**

**Total General Operating Fund Limited-Period Expenditures**

**\$ 6,960,400**

FISCAL YEAR 2023-24

Recommended  
LIMITED-PERIOD EXPENDITURES

(Continued)

**Other Funds**

NON-DEPARTMENT

VTA Measure B Fund

**Safe Route to School:** \$ 100,000

Provides funding for consultant services for the safe route to school program.

CASp and Training Fund

**Certified Access Specialist (CASp) Training:** \$ 63,000 (rebudget balance)

Rebudgets the balance of funding available for CASp Training per Assembly Bill (AB) 1379. The city collects four dollars for every business license issued and retains 90 percent of the funds. The City is required to use the funds on CASp training and certification to facilitate compliance with construction-related accessibility requirements.

General Housing Fund

**Destination Home Grant:** \$ 450,000 (\$300,000 rebudget)

Provides the third year of funding for a three-year grant from Destination:Home.

**General Housing Projects:** \$ 347,000 (rebudget)

Rebudgets the balance of General Housing funds available for affordable housing.

**Safe Parking Program:** \$ 250,000

Provides funding to continue and expand the Safe Parking Program in support of the Council's Community for All strategic priority.

Strategic Property Acquisition Reserve

**Castle Farms Lease:** \$ 60,000

Provides funding for the annual lease payment for a temporary parking lot at Villa and View Streets.

Retirees' Health Insurance Fund

**Retirees' Health Actuarial Valuation:** \$ 25,000

Provides funding for the Retiree Health actuarial valuation. The City is required to update the status of the plan assets and liabilities every two years.

**Non-Department Total**

**\$ 1,295,000**

FISCAL YEAR 2023-24

Recommended  
LIMITED-PERIOD EXPENDITURES  
(Continued)

CITY ATTORNEY'S OFFICE

Liability Insurance Fund

**Outside Litigation Counsel:** \$ 1,000,000

Provides funding for litigation related costs, including but not limited to, outside counsel for litigation matters as authorized by City Council in closed session, settlement of claims within City Manager or City Attorney authority, and other costs such as publication of class action notices and expert professional services associated with litigation.

Shoreline Regional Park Community Fund

**Legal Services:** \$ 10,000

Provides funding for outside counsel assistance for the Shoreline Regional Park Plan update.

**City Attorney's Office Total**

**\$ 1,010,000**

FINANCE AND ADMINISTRATIVE SERVICES DEPARTMENT

Shoreline Regional Park Community Fund

**Consultant Services:** \$ 30,000

Provides funding for consultant services to assist with financial analysis related to the Shoreline Regional Park Community.

Water Fund

**Financial Analyst:** \$ 0 (\$216,900 offset by charges to CIPs)

Provides funding to backfill the Financial Analyst position for the utility implementation project.

**Finance and Administrative Services Department Total**

**\$ 30,000**

COMMUNITY DEVELOPMENT DEPARTMENT

Shoreline Regional Park Community Fund

**Retail Vacancy Analysis and Support:** \$ 10,000

Provides funding for consultant services to analyze and support the marketing, promotion, and development of vacant storefronts within the City.

**Community Development Department Total**

**\$10,000**

FISCAL YEAR 2023-24

Recommended  
LIMITED-PERIOD EXPENDITURES  
(Continued)

PUBLIC WORKS DEPARTMENT

Development Services Fund

**Consultants to Support Land Development Section: \$ 400,000**

Provides funding for consultants to support the Land Development Section. Additional resources are necessary to process the additional workload created by the high level of development activity.

**Consultants to Support Construction Section: \$ 400,000**

Provides funding for consultants to support the Construction Section. Additional resources are necessary to process the additional workload created by the high level of development activity.

**Consultants to Support Traffic Engineering Section: \$ 150,000**

Provides continued funding for consultants to support the Traffic Engineering Section. The increase in activity is mainly attributable to the approval of the three Precise Plans.

**Hourly Staff to Support the Land Development Section: \$ 130,000**

Provides continued funding for hourly staff to support the Land Development Section. The section relies on hourly employees to meet workloads and development review timelines.

Shoreline Regional Park Community Fund

**Senior Civil Engineer—Engineering and Environmental Compliance Section Position:**

\$ 70,800 (\$212,300 offset by charges to CIPs)

Provides funding for a Senior Civil Engineer position to manage capital improvement projects relating to flood management and sea level rise.

**Hourly Staff to Support Engineering and Environmental Compliance Section: \$ 30,000**

Provides funding for hourly staff to support the Engineering and Environment Compliance Section. Split with Shoreline Regional Park Community Fund, Water Fund, and Wastewater Fund.

Water Fund

**Hourly Staff to Support Engineering and Environmental Compliance Section: \$ 15,000**

Provides funding for hourly staff to support the Engineering and Environment Compliance Section. Split with Shoreline Regional Park Community Fund, Water Fund, and Wastewater Fund.

FISCAL YEAR 2023-24

Recommended  
LIMITED-PERIOD EXPENDITURES

(Continued)

Wastewater Fund

**Hourly Staff to Support Engineering and Environmental Compliance Section:** \$ 15,000

Provides funding for hourly staff to support the Engineering and Environment Compliance Section. Split with Shoreline Regional Park Community Fund, Water Fund, and Wastewater Fund.

Solid Waste Fund

**Cost of Service Study:** \$ 90,000

Provides funding to conduct a study to ensure that the cost of cart and box/compactor services are aligned with expenses for the respective category.

Equipment Maintenance and Replacement Fund

**Hourly Staff to Support the Fleet Section:** \$ 25,000

Provides continued funding for hourly staff to continue supporting the Fleet Section. The additional resources will allow for an on-site fabricator to perform on-site metal work to create and repair vehicle and equipment components.

**Public Works Department Total**

**\$ 1,325,800**

COMMUNITY SERVICES DEPARTMENT

Shoreline Regional Park Community Fund

**Shoreline Park Improvements:** \$ 75,000

Provides funding for Shoreline Regional Park Community improvements related to the 40-year anniversary celebration.

**Community Services Department Total**

**\$ 75,000**

FIRE DEPARTMENT

Development Services Fund

***Strong Motion Instrumentation Program (SMIP):*** \$ 30,300 *(rebudget balance)*

*Rebudgets the balance of funding available for SMIP funds to be used for a Community Emergency Response Team (CERT) grant program.*

FISCAL YEAR 2023-24

Recommended  
LIMITED-PERIOD EXPENDITURES

(Continued)

Wastewater Fund

**Consultant Services for Web-Based Reporting:** \$ 20,000 (rebudget)

Rebudgets funding to create an electronic reporting system. The State requires all local government agencies to electronically report hazardous materials business plan, inspection, and enforcement information.

**Fire Department Total**

**\$ 50,300**

HOUSING DEPARTMENT

Below Market Rate (BMR) Fund

**1020 Terra Bella Ave Development:** \$ 13,495,100 (rebudget balance)

Rebudgets the balance of funding approved midyear for 1020 Terra Bella Ave affordable housing project.

**1012 Linda Vista Ave:** \$ 9,998,600 (rebudget balance)

Rebudgets the balance of funding approved midyear for 1012 Linda Vista Ave affordable housing project.

**Lot 12 Predevelopment:** \$ 255,500 (rebudget balance)

Rebudgets the balance of funding approved for the predevelopment of Lot 12.

**La Avenida Affordable Development:** \$ 211,500 (rebudget balance)

Rebudgets the balance of funding approved midyear for Avenida affordable housing development project.

**Consulting Services—Affordable Housing:** \$ 135,000

Provides funding for external consulting services to support the implementation of Housing and Neighborhood Services Division programs.

**Website Redesign:** \$ 100,000

Provides funding for a website redesign to make the City's housing services more usable for the general public seeking information and services relating to housing or safety-net supports.

**Software Subscription:** \$ 45,400

Provides funding to continue usage of grant and portfolio management software utilized for work related to Housing, Public Services, and Neighborhoods. Split with General Operating Fund (GOF), Below Market Rate (BMR) Fund, and Community Development Block Grant (CDBG) Fund.

FISCAL YEAR 2023-24

Recommended  
LIMITED-PERIOD EXPENDITURES

(Continued)

**Community Outreach - Affordable Housing Programs:** \$ 40,000

Provides funding to facilitate community outreach for feedback regarding housing policies, programs, and strategies.

**Training and Professional Development:** \$ 20,000

Provides funding for the training and professional development of Housing staff.

Housing Impact Fund

***Montecito Avenue Development:*** \$ 14,832,400 *(rebudget balance)*

*Rebudgets the balance of funding approved for the Montecito Avenue affordable housing project.*

***96 W. El Camino Real Development :*** \$ 7,998,800 *(rebudget balance)*

*Rebudgets the balance of funding approved for the 96 W. El Camino Real affordable housing project.*

***Lot 12 :*** \$ 1,950,000 *(rebudget balance)*

*Rebudgets the balance of funding approved for the Lot 12 housing project.*

Rental Housing Impact Fund

***901 E. El Camino Real Development:*** \$ 888,000 *(rebudget balance)*

*Rebudgets the balance of funding approved for the Crestview hotel housing project.*

Community Development Block Grant (CDBG) Fund

**Software Subscription:** \$ 28,600

Provides funding to continue usage of grant and portfolio management software utilized for work related to Housing, Public Services, and Neighborhoods. Split with General Operating Fund (GOF), Below Market Rate (BMR) Fund, and Community Development Block Grant (CDBG) Fund.

**Housing Department Total**

**\$ 49,998,900**

**Total Other Funds Limited-Period Expenditures**

**\$ 53,795,000**

*Rebudgets are italicized and are Fiscal Year 2022-23 non-operating appropriations that are unspent and recommended to be carried over to Fiscal Year 2023-24.*

FISCAL YEAR 2023-24

Recommended  
CAPITAL OUTLAY

**General Operating Fund**

City Attorney's Office:		\$ <u>80,000</u>
Document Management System	50,000	
Office Furniture	30,000	
Public Works Department:		<u>20,000</u>
Committee Room Furniture	20,000	
Fire Department:		<u>326,500</u>
Motorola APX Digital Radio	201,900	
Thermal Imaging Cameras	87,700	
Blackline G7c Multi-Gas Meter	26,300	
OHD QuantiFit2 Fit Test Machine	10,600	
Police Department:		<u>79,500</u>
Flock ALPR Cameras	79,500	
General Operating Fund Total		\$ <u>506,000</u>

FISCAL YEAR 2023-24

Recommended  
CAPITAL OUTLAY  
(Continued)

**Other Funds**

Public Works Department:

<u>Development Services Fund:</u>		\$ <u>10,000</u>
Steam Cleaner	10,000	
<u>Solid Waste Fund:</u>		<u>300,000</u>
Vacuum Excavator and Flusher	300,000	
<u>Wastewater Fund:</u>		<u>150,000</u>
Vacuum Excavator and Flusher	150,000	
<u>Water Fund:</u>		<u>150,000</u>
Vacuum Excavator and Flusher	150,000	

Fire Department:

<u>General Non-Operating Fund:</u>		<u>240,300</u>
EOC Inflatable Building	185,300	
FEPD Data Management System Replacement	55,000	

Total Other Funds \$ 850,300

Total Capital Outlay \$ 1,356,300

FISCAL YEAR 2023-24  
Recommended  
EQUIPMENT REPLACEMENT

COMPUTERS: \$ 1,668,600

27	Switch (21 Rebudget)	426,000
195	Computer	328,100
8	Server	290,000
1	Council Chamber System	290,000
5	Library Self Check-in/out Station (5 Rebudget)	90,000
5	VDI Blade Server and Storage (3 Rebudget)	69,000
27	UPS (Rebudget)	67,500
23	Printer	50,500
11	Firewall (Rebudget)	46,500
4	Portable Projector Overhead Display	6,000
1	Router	5,000

COMPUTER AIDED DISPATCH/RECORDS MANAGEMENT SYSTEM: 586,200

9	Server (Rebudget)	326,000
38	Software (Rebudget)	147,700
54	Data Modem (Rebudget)	81,000
3	Mobile Data Computer (Rebudget)	22,500
2	Firewall (Rebudget)	6,000
1	Router (Rebudget)	3,000

COMMUNICATIONS CENTER: 531,100

4	Antenna (4 Rebudget)	166,000
10	Base (Rebudget)	90,000
1	Large UPS (Rebudget)	60,000
2	Digital Logging and Recorder Software (1 Rebudget)	50,000
1	Alert System	35,000
2	Voter/Comparator (Rebudget)	32,000
3	Voting Receiver (Rebudget)	18,000
1	Remote Voter Monitor (Rebudget)	16,000
3	Base Radio (Rebudget)	15,200
1	Small UPS (Rebudget)	15,000
5	Decoder (Rebudget)	10,000
3	UPS Battery (Rebudget)	9,000
1	Console PC and Software (Rebudget)	8,400
1	Monitor Receiver (Rebudget)	3,500
1	Amplifier	3,000

FISCAL YEAR 2023-24

Recommended  
EQUIPMENT REPLACEMENT  
(Continued)

FLEET:		\$ <u>6,521,600</u>
1	Fire Rescue Vehicle	1,532,300
2	Backhoe - Large	720,000
7	Patrol Car and Upfitting	504,000
1	Grader	420,000
8	Hybrid SUV (1 Upfitting)	330,000
4	1 Ton Truck (Rebudget)	290,000
4	Patrol Tahoe and Upfitting	240,000
3	Portable Pump - Large (1 Rebudget)	220,000
6	Motorcycle (Rebudget)	210,000
1	Bulldozer (Rebudget)	179,000
3	Detective Van-SUV and Upfitting (Rebudget)	156,000
1	Power Paver (Rebudget)	156,000
2	Safety SUV and Upfitting (1 Rebudget)	155,300
5	Cart - Heavy	140,000
2	¾ Ton Truck (Rebudget)	120,000
1	Lube Truck (Rebudget)	112,000
2	Sedan/Wagon (1 Rebudget)	106,000
5	Trailer - Large (4 Rebudget)	105,000
6	Trailer - Medium (2 Rebudget)	90,000
1	Riding Mower - Large (Rebudget)	90,000
2	Electric Vehicle	86,000
1	Chipper - Large (Rebudget)	80,000
2	Mini Pick-up (1 Rebudget)	80,000
2	Detective SUV - Small	70,000
1	SWAT Van (Rebudget)	70,000
6	Trailer - Small (5 Rebudget)	60,000
1	½ Ton Truck w/ Safety Package (Rebudget)	50,000
1	Riding Mower - Medium	40,000
1	Van-SUV	40,000
2	Steam Cleaner	20,000
5	Miscellaneous	20,000
1	Riding Mower - Small	16,000
2	Trailer - Mini (Rebudget)	14,000

FISCAL YEAR 2023-24  
Recommended  
EQUIPMENT REPLACEMENT  
(Continued)

GOLF EQUIPMENT:		\$ <u>272,000</u>
2 Utility Vehicle - Heavy Duty	100,000	
1 Mower - Trim	61,000	
1 Utility Vehicle	53,000	
2 Top Dresser	46,500	
1 Irrigation Controller	11,500	
 FIRE RADIO:		 <u>448,000</u>
56 Portable	392,000	
8 Mobile	56,000	
 POLICE RADIO:		 <u>595,000</u>
43 Portable (Police Car)	301,000	
24 Portable (Detective)	168,000	
18 Portable	126,000	
 TOTAL EQUIPMENT REPLACEMENT		 \$ <u>10,622,500</u>
(New \$7,071,900; Rebudget \$3,550,600)		

**DATE:** June 13, 2023

**TO:** City Council

**FROM:** Ann Trinh, Senior Financial Analyst  
Grace Zheng, Assistant Finance and Administrative Services Director  
Derek Rampone, Finance and Administrative Services Director

**VIA:** Kimbra McCarthy, City Manager

**SUBJECT:** **Fiscal Year 2023-24 Recommended Fee Modifications**

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**INTRODUCTION**

As part of the annual budget process, departments review their fees and prepare recommendations to modify current fees, add appropriate new fees, and eliminate any fees that are no longer necessary. If there are services provided that specifically benefit a particular individual/household or segment of the population versus more global services that generally benefit the entire community, a fee may be calculated and recommended to Council to recover all or a portion of the cost of providing the service. The Master Fee Schedule, the complete listing of all City fees, will be updated to reflect Council actions on June 27, 2023 pertaining to fees and then published for Fiscal Year 2023-24.

The City is currently in the process of issuing a Request for Proposals (RFP) to engage a consultant to prepare an updated Cost Allocation Plan (CAP) and Master Fee Schedule. The project will include updating the City's Fiscal Year 2023-24 Master Fee Schedule, studying additional service fees proposed by City departments and charged by surrounding cities that are not currently part of the existing Master Fee Schedule, and developing a fully burdened staff hourly rate. Updates as a result of this fee study will be included in the Fiscal Year 2024-25 Master Fee Schedule.

The project will also involve preparation of a full CAP. The City's last CAP was prepared in 2014 and covered the 2013-14 fiscal year based on actual expenditures for the Fiscal Year 2013-14.

Separate fee studies are currently in process for the water and wastewater fees. The solid waste fee study is currently in the planning stage. All fee studies will be completed in time for Fiscal Year 2024-25.

## **BACKGROUND AND ANALYSIS**

Each fee recommended to be modified, added, or eliminated is listed on the attached Exhibits A through K, which detail the fee amounts in effect for Fiscal Year 2022-23 and the Fiscal Year 2023-24 recommended fees, amounts, fee basis, and effective dates. The significant fee modifications are summarized below. If the fee is not a General Operating Fund revenue source, the applicable fund is identified. The remaining fees on the attached exhibits are adopted with an adjustment by the appropriate factor (Consumer Price Index (CPI), Cost-of-Living Adjustment, or Engineering News Record Construction Cost Index (ENR-CCI)) or resulting from a new contract or appraisal. Some fees received a multi-year increase as previous proposed increases were not sufficient to round to the next highest dollar or staff recommended delaying an increase to further evaluate a fee.

The Fiscal Year 2023-24 Master Fee Schedule, a complete listing of all current City fees, will be posted to the City's website by early July.

### **City Attorney's Office (Exhibit B)**

Fees are recommended to increase to reflect current costs (staff hourly rate).

### **Community Development Department (Exhibit D)**

#### **General Operating Fund/Development Services Fund**

*Staff Hourly Rates:* Planning hourly rates are recommended to increase to reflect current costs and staff. A new Analyst II hourly rate is recommended to replace the Administrative Aide hourly rate as that position no longer assists on development applications. In addition, new hourly rates for staff under the Building Division are also recommended to recoup staff time when use of hourly rates are applicable. These hourly rates will be used for fees that are shown on the Master Fee Schedule as Variable or include a footnote and reference the staff hourly rates as the fee basis.

#### **Development Services Fund**

*Building Services:* Inspection fees are recommended to increase from \$85.00/hour to \$149.00/hour to reflect current costs (staff hourly rate) as a majority of the fees have not been updated for over two decades. The corresponding Attachments B through E of the Master Fee Schedule will also be updated to reflect the increase.

*Planning:* Staff recommends eliminating the following fees:

- Agenda and Minutes Subscriptions fees as the minutes and agendas are available online at no cost.
- Conditional Use Permit Family Day-Care Home fee as Senate Bill 234, effective in 2020, requires family day-care services provided in a home be principally permitted, no longer requiring a zoning permit.

Fees associated with legislative updates, such as General Plan Amendment, Precise Plan (Minor and New/Major), and Zoning Amendment (Map, Text and Other Rezoning) are recommended to be modified from fixed rates to be fully cost-recovered by means of charging each hour of staff time spent on the entirety of the proposed project. In addition, the Initial Study or Other Environment Document Fee is recommended to change from a fixed fee of \$4,115 to a variable rate based on the Administrative Oversight for Consultant Reports/Contract Fee at contract cost plus 15%, which is currently used for all projects which are subject to environmental review and are not categorically exempt from the California Environmental Quality Act.

### **Community Services Department (Exhibit E)**

#### **General Operating Fund**

*Center for the Performing Arts:* Staff is requesting to modify the commercial MainStage rental fee for ticketed events. Currently, staff charges commercial renters a flat rate of \$1,925 per ticketed event plus an additional percentage of their total gross ticket revenue for the event ranging from 15% to 50%. The recommended fee modification to the 8 Hour/1 Ticketed Performance Fee is more equitable to all commercial renters. It raises the flat-rate rental fee to align with the existing \$2,975 nonticketed event flat-rate rental fee and lowers the additional percentage of the gross ticket revenue to a single rate of 7.5%. This will more closely align the Center for the Performing Arts rental fee structure with other regional theaters.

*Recreation:* Staff requests to increase multiple tennis fees related to tennis instruction by the tennis center operator, Mountain View Tennis. The minimal fee increases will help offset increased wage costs and will include a \$1 increase to the court reservation fees and a \$3.50 increase to the top end of the range for Junior and Adult Cuesta Court Lessons.

In addition, staff completed a benchmark survey with local municipalities with similar aquatics facilities to compare existing fees and determined the City's existing pool rental and swim lesson rates are well below the average surveyed. To better align with surrounding agencies, staff is recommending fee modifications to pool rentals, lifeguard fees, swim lesson rates, and fees associated with Los Altos-Mountain View Aquatics Club (LAMVAC) and Masters' facility use. New fees are also recommended for reservations of the new Rengstorff Park Aquatics Center full

facility and its Multi-Purpose Room (comparable to the Maple Room peak fees at the Community Center). The new Full Facility Fees allow an individual or organization to rent the lap pool, recreation pool, and the Multi-Purpose Room as one rental.

### Shoreline Golf Links Fund

In order to offset increased costs and maintain revenue levels while staying competitive with nearby golf courses, Touchstone, the operator of Shoreline Golf Links, and City staff are recommending the following changes:

- Increase Frequent Player Rates by approximately 6.0% with fluctuations occurring due to rounding in order to facilitate marketing and sales using round dollar figures.
- Increase Green Fees by \$2 to \$5.
- Increase the Loyalty Program by \$4 to \$7.
- Increase NCGA/PWGA Member Club Play Day Rates by \$1 to \$2.
- Increase Range Ball Fees by \$1 to \$2.
- Increase Tournament Fees by up to \$5.

### Housing Department (Exhibit H)

*Staff Hourly Rates:* New hourly rates for staff in the Housing Department are recommended to recoup staff time when use of hourly rates are applicable. These hourly rates will be used for fees that are shown on the Master Fee Schedule as Variable or include a footnote and reference the staff hourly rates as the fee basis.

### Public Works Department (Exhibit K)

#### Water, Wastewater, and Solid Waste Management Funds

Utility rates are detailed in the attached Exhibit K and include the following recommended adjustments:

- Water—8.0% for the average cost of water and meter rates and 5.0% for recycled water.
- Wastewater—6.0% overall increase (includes a 2.0% increase for Year 10 of a 10-year phase-in period to fund future major renovations at the Treatment Plant).
- Solid Waste Management—7.0% overall increase.

## **CONCLUSION**

Departments reviewed their fees and recommended the new, modified, or eliminated fees discussed in this memorandum and detailed in Exhibits A through K. As part of the budget noticing process, the City will comply with all noticing requirements that apply to fees.

AT-GZ-DR/6/FIN

574-06-13-23M

- Exhibits:
- A. Fee Schedule—Citywide Administrative
  - B. Fee Schedule—City Attorney’s Office
  - C. Fee Schedule—City Clerk’s Office
  - D. Fee Schedule—Community Development Department
  - E. Fee Schedule—Community Services Department
  - F. Fee Schedule—Finance and Administrative Services Department
  - G. Fee Schedule—Fire Department
  - H. Fee Schedule—Housing Department
  - I. Fee Schedule—Police Department
  - J. Fee Schedule—Public Works Department
  - K. Fee Schedule—Utility Services

**FEE SCHEDULE—CITYWIDE ADMINISTRATIVE**

**Exhibit A**

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2022-23 Adopted	Fiscal Year 2023-24 Recommended	Fee Basis	Effective Date
	38.3.g; CP H-5	Building Attendant (as required for utilization of City facilities)	\$32.00	\$34.00	Hour	7/1/23

FEE SCHEDULE—CITY ATTORNEY’S OFFICE

Exhibit B

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2022-23 Adopted	Fiscal Year 2023-24 Recommended	Fee Basis	Effective Date
		Code Compliance Inspection	\$128.00	\$146.00	Hour (4-hour min.)	7/1/23
		Development Agreement	\$217.00	\$259.00	Hour	7/1/23
		Document Review for CC&Rs, Easements, and Other Documents Related to Permits, Licenses, etc.:				
	36.54.30	Additional Review	\$201.00	\$231.00	Hour	7/1/23
	36.56.15					
	36.54.30	Mixed Product/Use	\$1,004.00	\$1,154.00	Initial 5 Hours	7/1/23
	36.56.15					
	36.54.30	Uniform Product/Use	\$502.00	\$577.00	Initial	7/1/23
	36.56.15				2.5 Hours	

**FEE SCHEDULE—CITY CLERK’S OFFICE**

**Exhibit C**

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2022-23 Adopted	Fiscal Year 2023-24 Recommended	Fee Basis	Effective Date
	38.101; CP H-5	Facility Reservation/Rental: Council Chambers Nonprofits Off Peak  Peak	\$139.00  \$139.00	\$148.00  \$148.00	Hour (1-hour min.) Hour (2-hour min.)	7/1/23  7/1/23

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2022-23 Adopted	Fiscal Year 2023-24 Recom.	Fee Basis	Effective Date
		<u>BUILDING SERVICES<sup>1</sup></u>				
§18935-44.5	8.3.1(c)	Inspections: Code Compliance	\$85.00	\$149.00	Hourly (4-hour min. per address)	7/1/23
§18935-44.5	8.3.1(c)	Inspections (outside of normal business hours)	\$85.00	\$149.00	Hour (2-hour min.)	7/1/23
§18935-44.5	8.3.1(c)	Inspections for Which No Fee is Specified	\$85.00	\$149.00	Hour	7/1/23
§18935-44.5	8.3.1(c)	Reinspections	\$85.00	\$149.00	Hour (4-hour min.)	7/1/23
§18935-44.5	8.3.1(c)	Special Inspections and Investigative Inspections	\$85.00	\$149.00	Hour (2-hour min.)	7/1/23
§18935-44.5	8.71	Electrical Inspections Not Covered by Table 1-B	\$85.00	\$149.00	Hour	7/1/23
§18435-44.5	8.31(b)	Fire Suppression or Alarm System Inspection	\$85.00	\$149.00	Hour (3-hour min.)	7/1/23
§18935-44.5	8.51.1	Mechanical Inspections Not Covered by Table 1-C	\$85.00	\$149.00	Hour	7/1/23
§18935-44.5	8.31.3(a)	Plumbing Inspections Not Covered by Table 1-D	\$85.00	\$149.00	Hour	7/1/23
		<u>PARKING</u>				
	Reso 14763; 18082 Downtown Precise Plan Table II-2	Parking In-Lieu: New Construction <sup>2</sup>	\$61,227.00	\$64,472.00	Space	7/1/23
		Change of Use <sup>2</sup>	\$30,614.00	\$32,237.00	Space	7/1/23
	19.92.1; Reso 17820	Parking Permits: <sup>3</sup>				
		Downtown Parking Annual <sup>4</sup>	\$394.00	\$413.00	Space	1/1/24
		Daily	\$6.00	\$7.00	Space	1/1/24
		Daily	\$130.00	\$136.00	25 Daily Permits	1/1/24
		Monthly <sup>4</sup>	\$67.00	\$70.00	Space	1/1/24
		Quarterly <sup>4</sup>	\$130.00	\$136.00	Space	1/1/24

FEE SCHEDULE—COMMUNITY DEVELOPMENT DEPARTMENT

Exhibit D

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2022-23 Adopted	Fiscal Year 2023-24 Recom.	Fee Basis	Effective Date	
GC 23958.4	Council Policy B-3	<u>PLANNING</u>					
		Agenda and Minutes Subscriptions:					
		DRC Agendas	\$86.00	Eliminate	Annual Subscription	7/1/23	
		DRC Minutes	\$93.00	Eliminate	Annual Subscription	7/1/23	
		EPC Agendas	\$215.00	Eliminate	Annual Subscription	7/1/23	
		EPC Minutes	\$215.00	Eliminate	Annual Subscription	7/1/23	
		EPC Staff Reports	\$432.00	Eliminate	Annual Subscription	7/1/23	
		ZA Agendas	\$93.00	Eliminate	Annual Subscription	7/1/23	
			ZA Minutes	\$86.00	Eliminate	Annual Subscription	7/1/23
			Alcoholic Beverage License (public hearing, ZA review)	\$1,845.00	\$1,970.00	Fixed	7/1/23
		36.30.55	Cannabis Business Screening Application	\$1,911.00	\$2,041.00	Application Fixed	7/1/23
		36.56.15	CC&R Amendment Review	\$203.00	\$217.00	Fixed	7/1/23
			Conditional Use Permit (CUP): <sup>5</sup>				
		36.56.15	Child-Care Center	\$1,827.00	\$1,889.00	Fixed	7/1/23
		36.56.15	Family Day-Care Home	\$200.00	Eliminate	Fixed	7/1/23
		36.56.15	New	\$5,341.00	\$5,704.00	Fixed	7/1/23
		36.56.15	Nonprofit Housing Needs, Meals, and Similar Programs Operated by Nonprofit Agencies	\$71.00	\$73.00	Fixed	7/1/23
		Development Review Permit (DRC):					
	36.56.15	Additions <1,000 Square Feet, Code Compliance Review, Fence Exceptions with Neighbor Authorization, and Use Change (Admin. Review)	\$591.00	\$631.00	Fixed	7/1/23	
	36.56.15	Child-Care Centers	\$1,736.00	\$1,795.00	Fixed	7/1/23	
	36.56.15	Major Floor Area Ratio (FAR) Exception in R1 Districts	\$5,544.00	\$5,732.00	Fixed	7/1/23	
	36.56.15	Minor FAR Exception in R1 Districts	\$1,332.00	\$1,377.00	Fixed	7/1/23	

FEE SCHEDULE—COMMUNITY DEVELOPMENT DEPARTMENT

Exhibit D

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2022-23 Adopted	Fiscal Year 2023-24 Recom.	Fee Basis	Effective Date
	36.56.15, Reso 17968	Minor Site and Facade Changes	\$163.00	\$174.00	Fixed	7/1/23
	36.56.15	Modifications, Including Additions <1,000 Square Feet, Design Review (Admin. Review)	\$1,302.00	\$1,391.00	Fixed	7/1/23
	36.56.15	New Buildings and Modifications, Including Additions >1,000 Square Feet, and Others as Identified in MVCC 36.44.65(b) (ZA Review) <sup>5</sup>	\$2,603.00	\$2,780.00	Fixed	7/1/23
	36.56.15	New Buildings and Modifications (CC Review) <sup>5</sup>	\$6,662.00	\$7,115.00	Fixed	7/1/23
	36.56.15	Gatekeeper	\$3,373.00	\$3,602.00	Fixed	7/1/23
	36.56.15	General Plan Amendment <sup>5</sup>	\$8,447.00	Variable	<del>Fixed</del> Per Staff Hourly Rate	7/1/23
	32.26	Heritage Tree Removal Permit <sup>5</sup>	\$728.00	\$778.00	Fixed	7/1/23
		Initial Study/Environmental Review:				
		Compliance Letter	\$329.00	\$351.00	Fixed	7/1/23
		Initial Study or other environmental document	\$4,115.00	Variable	Fixed Per Administrative Oversight for Consultant Reports/ Contracts Fee	7/1/23
	28.106.b	Lot Line Adjustment	\$1,019.00	\$1,088.00	Fixed	7/1/23
	28.106.b	Lot Merger	\$1,051.00	\$1,122.00	Fixed	7/1/23
		Maps:				
	28.3	Preliminary Parcel Map <sup>5</sup>	\$2,189.00	\$2,338.00	Fixed	7/1/23
	28.4	Preliminary Parcel Map for an Urban Lot Split	\$736.00	\$786.00	Application Fixed	7/1/23
	28.5 Sec. 1709(j)(1)	Tentative Map <sup>5</sup>	\$4,000.00	\$4,272.00	Fixed	7/1/23
		Mobile Home Park Permit:				
	36.56.15	Major Modification (ZA review)	\$1,524.00	\$1,576.00	Fixed	7/1/23
	36.56.15	Minor Modification (DRC review)	\$763.00	\$789.00	Fixed	7/1/23
	36.56.15	New Construction (ZA review) <sup>5</sup>	\$3,051.00	\$3,155.00	Fixed	7/1/23

FEE SCHEDULE—COMMUNITY DEVELOPMENT DEPARTMENT

Exhibit D

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2022-23 Adopted	Fiscal Year 2023-24 Recom.	Fee Basis	Effective Date
GC 66000	Reso 18029	North Bayshore Development Impact: Hotel <sup>6</sup> Transportation	\$2,415.00	\$2,756.00	Per Guest Room	7/1/23
GC 66000	Reso 18029	Water	\$4,743.00	\$5,412.00	Per Guest Room	7/1/23
GC 66000	Reso 18029	Sewer	\$854.00	\$974.00	Per Guest Room	7/1/23
GC 66000	Reso 18029	Office/R&D <sup>6</sup> Transportation	\$27.11	\$30.93	Per Square Foot Net New Gross Floor Area	7/1/23
GC 66000	Reso 18029	Water	\$7.66	\$8.74	Per Square Foot Net New Gross Floor Area	7/1/23
GC 66000	Reso 18029	Sewer	\$1.43	\$1.63	Per Square Foot Net New Gross Floor Area	7/1/23
GC 66000	Reso 18029	Retail <sup>6</sup> Transportation	\$2.83	\$3.23	Per Square Foot Net New Gross Floor Area	7/1/23
GC 66000	Reso 18029	Sewer	\$0.95	\$1.08	Per Square Foot Net New Gross Floor Area	7/1/23
		Planned Community Permit (PCP):				
	36.56.15	Major Modification, New Construction (ZA Review) <sup>5</sup>	\$3,983.00	\$4,254.00	Fixed	7/1/23
	36.56.15	Minor Modification, Design Review (Admin. Review)	\$2,524.00	\$2,696.00	Fixed	7/1/23
	36.56.15	Minor Modification, Code Compliance Review (Admin. Review)	\$867.00	\$926.00	Fixed	7/1/23
	36.56.15	New Construction (ZA, CC review) <sup>5</sup>	\$9,807.00	\$10,474.00	Fixed	7/1/23
	36.56.15	Provisional Uses (ZA Review) <sup>5</sup>	\$3,391.00	\$3,622.00	Fixed	7/1/23

FEE SCHEDULE—COMMUNITY DEVELOPMENT DEPARTMENT

Exhibit D

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2022-23 Adopted	Fiscal Year 2023-24 Recom.	Fee Basis	Effective Date
		Planned Unit Development (PUD):				
	36.56.15	Major Modifications (ZA review)	\$3,788.00	\$4,046.00	Fixed	7/1/23
	36.56.15	Minor Modifications (DRC review)	\$2,040.00	\$2,179.00	Fixed	7/1/23
	36.56.15	New Construction (ZA review)	\$6,312.00	\$6,741.00	Fixed	7/1/23
	36.56.15	New Construction (ZA, CC review) <sup>5</sup>	\$8,647.00	\$9,235.00	Fixed	7/1/23
		Precise Plan: <sup>5</sup>				
	36.56.15	Minor	\$8,010.00	Variable	Fixed Per Staff Hourly Rate	7/1/23
	36.56.15	New/Major Rewrite	\$16,021.00	Variable	Fixed Per Staff Hourly Rate	7/1/23
		Publications:				
	CP B-3	General Plan	\$52.00	\$56.00	Fixed	7/1/23
	CP B-3	General Plan Map	\$41.00	\$44.00	Fixed	7/1/23
	CP B-3	Zoning Ordinance	\$41.00	\$44.00	Fixed	7/1/23
	CP B-3	Zoning Ordinance Map	\$41.00	\$44.00	Fixed	7/1/23
		Sign Permit:				
	36.56.15	New	\$509.00	\$544.00	Fixed	7/1/23
	36.56.15	Sign Program	\$802.00	\$857.00	Fixed	7/1/23
	36.56.15	Special Design District	\$1,408.00	\$1,504.00	Fixed	7/1/23
	27.59(b)	Street Plan Line Adoption or Amendment	\$16,021.00	\$17,110.00	Fixed	7/1/23
		Temporary Use Permit (TUP):				
	36.56.15	Nonprofit Housing Needs, Meals, and Similar Programs Operated by Nonprofit Agencies	\$71.00	\$73.00	Fixed	7/1/23
	36.56.15	Standard	\$509.00	\$544.00	Fixed	7/1/23
		Variance:				
	36.56.15	R1/R2	\$2,457.00	\$2,541.00	Fixed	7/1/23
	36.56.15	All Other <sup>5</sup>	\$3,401.00	\$3,632.00	Fixed	7/1/23
		Wireless Telecommunications Facilities:				
	36.56.15	Major	\$4,612.00	\$4,926.00	Fixed	7/1/23
	36.56.15	Minor	\$1,315.00	\$1,404.00	Fixed	7/1/23

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2022-23 Adopted	Fiscal Year 2023-24 Recom.	Fee Basis	Effective Date
	36.56.15	Zoning: <sup>5</sup> Map Amendment	\$10,234.00	Variable	Fixed Per Staff Hourly Rate	7/1/23
	36.56.15	Text Amendment	\$10,234.00	Variable	Fixed Per Staff Hourly Rate	7/1/23
	36.56.15	Other Rezoning	\$10,234.00	Variable	Fixed Per Staff Hourly Rate	7/1/23
		<u>STAFF HOURLY RATES</u>				
		Housing Division: <sup>7</sup>				
	36.56.15	Housing Specialist II	N/A	\$145.00	Hour	7/1/23
	36.56.15	Senior Housing Officer	N/A	\$164.00	Hour	7/1/23
	36.56.15	Project Manager	N/A	\$171.00	Hour	7/1/23
	36.56.15	Senior Management Analyst	N/A	\$154.00	Hour	7/1/23
	36.56.15	Analyst II	N/A	\$142.00	Hour	7/1/23
		Building Division: <sup>7</sup>				
		Building Inspector II	N/A	\$149.00	Hour	7/1/23
	GC §18935	Senior Building Inspector	N/A	\$162.00	Hour	7/1/23
	44.5	Fire Protection Engineer	N/A	\$190.00	Hour	7/1/23
		Planning Division Hourly Rates: <sup>8</sup>				
	36.56.15	Administrative Aide	\$100.00	Eliminate	Hour	7/1/23
	36.56.15	Analyst II <sup>7</sup>	N/A	\$182.00	Hour	7/1/23
	36.56.15	Associate Planner	\$155.00	\$190.00	Hour	7/1/23
	36.56.15	Clerical	\$94.00	\$130.00	Hour	7/1/23
	36.56.15	Principal Planner	\$211.00	\$219.00	Hour	7/1/23
	36.56.15	Senior Planner	\$162.00	\$206.00	Hour	7/1/23

1. Amend Attachments B through E in the Fiscal Year 2023-24 Master Fee Schedule for staff recommendations to update the inspection rates from \$85.00/hour to \$149.00/hour.
2. Previously authorized by the City Council to be modified annually by the December 31 Engineering News Record Construction Cost Index (ENR-CCI).
3. Previously authorized by the City Council to be modified annually by the prior year Consumer Price Index increase as part of the annual budget process.
4. For Fiscal Year 2023-24, permit cycles beginning on or after January 1, 2024 regardless of payment date.
5. Revise existing Footnote 20 in the Master Fee Schedule to state: "Projects that are larger, more complex, and/or will require a City Council public hearing will be subject to an hourly fee for applicable staff time in order to be fully cost-recovered. This cost-recovery hourly rate applies to projects that require staff support beyond the scope of work included in the development of the basic fee(s) and will be based on the time required to process the entire project. The applicant will be notified if this fee is applicable to their project. The fee is collected through an advance deposit, with subsequent fee deposit(s) collected should additional staff time be required beyond the initial deposit, and any excess funds will be returned to the applicant upon project completion, closure, or withdrawal. The Community Development Director is authorized to establish guidelines to implement this cost-recovery fee and deposit."

6. Previously authorized by the City Council to be modified annually by the June 30 ENR-CCI as part of the annual budget process.
7. New fee to reflect the hourly rate of staff time when a resolution or City Code indicates the fee is hourly.
8. Includes cost recovery for Public Works and administrative overhead.

NOTE: Bold font indicates language added, and strikethrough indicates language deleted.

FEE SCHEDULE—COMMUNITY SERVICES DEPARTMENT

Exhibit E

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2022-23 Adopted	Fiscal Year 2023-24 Recommended	Fee Basis	Effective Date		
GC66477	38.101; CP H-5	<u>CENTER FOR THE PERFORMING ARTS</u>						
		All Commercial: MainStage: 8 hours/1 Ticketed Performance	\$1,925.00 + 15%-50% of gross	\$2,975.00 + 7.5% of gross	Event	7/1/23		
	41.8, 41.9	<u>FORESTRY/PARKS</u>						
		Park Land Dedication In-Lieu	Variable (see Code Section for calculation)	Variable (see Code Section for calculation)	Variable	7/1/23		
			<u>RECREATION</u>					
			Aquatics: Lessons/Classes: Youth and Adults:					
			38.8 Group (R)	\$8.25	\$10.00	Half Hour	7/1/23	
			38.8 Group (NR)	\$10.50	\$12.50	Half Hour	7/1/23	
			38.8 Private (R)	\$29.00	\$35.00	Half Hour	7/1/23	
			38.8 Private (NR)	\$36.00	\$44.00	Half Hour	7/1/23	
			38.8	<b>Los Altos-Mountain View Aquatics Club (LAMVAC):</b> <del>Los Altos-Mountain View Aquatics Club (LAMVAC)</del> <b>Eagle Park Pool</b>			Name Change	7/1/23
			38.8	Rengstorff Park Aquatics Center Lap Pool <sup>2</sup>	N/A	\$55.00	Hour (10 lap lanes)	7/1/23
			38.8	Rec Pool Lanes <sup>2</sup>	N/A	\$22.00	Hour (4 lap lanes)	7/1/23
			38.8	Per-Lane Fee <sup>2</sup>	N/A	\$6.00	Hour/Per Lane (3 lanes min.)	7/1/23
	38.8		Masters Swim Club:					
			Resident	\$20.75	Eliminate	<del>Month</del>	7/1/23	
			Nonresident	\$25.75	Eliminate	<del>Month</del>	7/1/23	
Eagle Park Pool <sup>2</sup>			N/A	\$44.00	Hour	7/1/23		
38.8		Rengstorff Park Aquatics Center Lap Pool <sup>2</sup>	N/A	\$55.00	Hour (10 lap lanes)	7/1/23		

FEE SCHEDULE—COMMUNITY SERVICES DEPARTMENT

Exhibit E

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2022-23 Adopted	Fiscal Year 2023-24 Recommended	Fee Basis	Effective Date
	38.8	Rec Pool Lanes <sup>2</sup>	N/A	\$28.00	Hour (4 lap lanes)	7/1/23
	38.8	Per-Lane Fee <sup>2</sup>	N/A	\$7.00	Hour (3 lanes min.)	7/1/23
	38.8	Pool Rental: Lifeguard (R)—MV Resident/Business	\$21.00	\$23.00	Hour	7/1/23
	38.8	Lifeguard (NR)—Nonresident	\$26.00	\$29.00	Hour	7/1/23
	38.8	<del>Pool (R) Eagle Park Pool Rental—MV Resident/Business</del>		Name Change		7/1/23
	38.8	<del>Pool (NR) Eagle Park Pool Rental—Nonresident</del>		Name Change		7/1/23
	38.8	Rengstorff Park Aquatics Center Lap Pool—MV Resident/ Business <sup>2</sup>	N/A	\$178.00 + Lifeguards	Hour	7/1/23
	38.8	Lap Pool—Nonresidents <sup>2</sup>	N/A	\$223.00 + Lifeguards	Hour	7/1/23
	38.8	Recreation Pool—MV Resident/Business <sup>2</sup>	N/A	\$178.00 + Lifeguards	Hour	7/1/23
	38.8	Recreation Pool—Nonresidents <sup>2</sup>	N/A	\$223.00 + Lifeguards	Hour	7/1/23
	38.8	Per Lane—MV Resident/ Business <sup>2</sup>	N/A	\$17.00 + Lifeguards	Hour	7/1/23
	38.8	Per Lane—Nonresidents <sup>2</sup>	N/A	\$22.00 + Lifeguards	Hour	7/1/23
		Facility Rentals <sup>3</sup> Rengstorff Park Aquatics Center (see Attachment A for detailed facility rental requirements including hours of use, Building Attendant, and janitorial services)				
	38.8	Full Facility: MV Resident/Business <sup>2</sup>	N/A	\$431.00 + Lifeguards	Hour	7/1/23
	38.8	Nonresident <sup>2</sup>	N/A	\$559.00 + Lifeguards	Hour	7/1/23
	38.8	Multi-Purpose Room: MV Resident/Business <sup>2</sup>	N/A	\$75.00	Hour	7/1/23
	38.8	Nonresidents <sup>2</sup>	N/A	\$113.00	Hour	7/1/23
	38.8	Nonprofit/Community Group <sup>2</sup>	N/A	\$56.00	Hour	7/1/23
	38.8	Security Deposit (no alcohol) <sup>2</sup>	N/A	\$500.00	Fixed	7/1/23
	38.8	Party Rental Package—MV Resident <sup>2</sup>	N/A	\$324.00 (30 people max.)	2 Hours	7/1/23
	38.8	Party Rental Package—Nonresidents <sup>2</sup>	N/A	\$430.00 (30 people max.)	2 Hours	7/1/23

FEE SCHEDULE—COMMUNITY SERVICES DEPARTMENT

Exhibit E

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2022-23 Adopted	Fiscal Year 2023-24 Recommended	Fee Basis	Effective Date
	Agreement (references fee schedule)	Tennis:				
		Cuesta Court Lessons:				
		Adult	\$16.75-\$35.50	\$16.75-\$39.00	Hour	7/1/23
		Junior	\$14.75-\$35.50	\$14.75-\$39.00	Hour	7/1/23
		Cuesta Court Reservation:				
		Resident and MV Business	\$11.00	\$12.00	Hour/Court	7/1/23
		Nonresident and Non-MV Business	\$15.00	\$16.00	Hour/Court	7/1/23
		Nonresident Playing with Resident on Walk-On Court	\$5.00	\$6.00	Hour/Court	7/1/23
			<u>SHORELINE GOLF LINKS</u>			
			Frequent Player:			
	38.8	Junior (≤17) (Annual)	\$440.00	\$453.00	Fixed	7/1/23
	38.8	Regular Play (Annual)—Gold	\$2,980.00	\$3,160.00	Fixed	7/1/23
	38.8	Regular Play (Annual Family)	\$4,460.00	\$4,730.00	Fixed	7/1/23
	38.8	Regular (M-FTH/Annual)	\$2,040.00	\$2,165.00	Fixed	7/1/23
	38.8	Regular (M-FTH/Annual Family)	\$2,675.00	\$2,835.00	Fixed	7/1/23
	38.8	Regular (M-FTH)/Quarterly	\$635.00	\$670.00	Fixed	7/1/23
	38.8	Senior (M-FTH/Annual)	\$1,595.00	\$1,690.00	Fixed	7/1/23
	38.8	Senior (M-FTH/Annual Family)	\$2,545.00	\$2,700.00	Fixed	7/1/23
	38.8	Senior (M-FTH)/Quarterly	\$475.00	\$505.00	Fixed	7/1/23
	38.8	Twilight (Annual)	\$1,275.00	\$1,350.00	Fixed	7/1/23
	38.8	Twilight (Annual Family)	\$2,040.00	\$2,160.00	Fixed	7/1/23
		Green Fees (18 holes):				
		Super Twilight				
	38.11	Regular	Up to \$25.00	Up to \$28.00	Fixed	7/1/23
	38.11	Resident	Up to \$18.00	Up to \$20.00	Fixed	7/1/23
		Weekday M-F:				
	38.11	Afternoon (March-October, 2 hours prior to twilight)	Up to \$33.00	Up to \$35.00	Fixed	7/1/23
	38.11	Junior (≤17)	Up to \$22.00	Up to \$24.00	Fixed	7/1/23
	38.11	Regular	Up to \$46.00	Up to \$50.00	Fixed	7/1/23
	38.11	Resident	Up to \$39.00	Up to \$43.00	Fixed	7/1/23
	38.11	Senior (≥60)	Up to \$36.00	Up to \$39.00	Fixed	7/1/23
	38.11	Senior Resident (≥60)	Up to \$29.00	Up to \$32.00	Fixed	7/1/23
	38.11	Twilight Back 9 Regular	Up to \$33.00	Up to \$37.00	Fixed	7/1/23
	38.11	Twilight Back 9 Resident	Up to \$26.00	Up to \$28.00	Fixed	7/1/23
	38.11	All Others	Up to \$40.00	Up to \$44.00	Fixed	7/1/23
		Weekends/Holidays:				
	38.11	Junior (≤17)	Up to \$22.00	Up to \$23.00	Fixed	7/1/23
	38.11	Regular	Up to \$62.00	Up to \$67.00	Fixed	7/1/23
	38.11	Resident	Up to \$55.00	Up to \$58.00	Fixed	7/1/23
	38.11	Twilight Back 9 Regular	Up to \$36.00	Up to \$38.00	Fixed	7/1/23
	38.11	Twilight Back 9 Resident	Up to \$29.00	Up to \$31.00	Fixed	7/1/23

FEE SCHEDULE—COMMUNITY SERVICES DEPARTMENT

Exhibit E

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2022-23 Adopted	Fiscal Year 2023-24 Recommended	Fee Basis	Effective Date
	38.8	Loyalty Program: Annual Fee	\$40.00	\$45.00	Fixed	7/1/23
	38.8	Green Fees—Super Twilight Regular	\$21.00	\$27.00	Fixed	7/1/23
	38.8	Resident	\$14.00	\$19.00	Fixed	7/1/23
	38.8	Green Fees—Weekday Regular	\$42.00	\$49.00	Fixed	7/1/23
	38.8	Resident	\$35.00	\$41.00	Fixed	7/1/23
	38.8	Senior (≥60)	\$32.00	\$38.00	Fixed	7/1/23
	38.8	Senior Resident (≥60)	\$25.00	\$31.00	Fixed	7/1/23
	38.8	Twilight Back 9 Regular	\$29.00	\$35.00	Fixed	7/1/23
	38.8	Twilight Back 9 Resident	\$22.00	\$28.00	Fixed	7/1/23
	38.8	Green Fees—Weekends/Holidays Regular	\$58.00	\$62.00	Fixed	7/1/23
	38.8	Resident	\$51.00	\$55.00	Fixed	7/1/23
	38.8	Twilight Back 9 Regular	\$32.00	\$36.00	Fixed	7/1/23
	38.8	Twilight Back 9 Resident	\$25.00	\$29.00	Fixed	7/1/23
	38.8	NCGA/PWGA Member Club Play Day Rates: Shoreline Seniors	Up to \$29.00	Up to \$30.00	Fixed	7/1/23
	38.8	Shoreline Women	Up to \$29.00	Up to \$30.00	Fixed	7/1/23
	38.8	Shoreline Golf Club	Up to \$48.00	Up to \$50.00	Fixed	7/1/23
	38.8	Rentals: Range Balls—Weekday: Large Bucket	\$16.00	\$17.00	Fixed/Player	7/1/23
	38.8	Medium Bucket	\$11.00	\$13.00	Fixed/Player	7/1/23
	38.8	Small Bucket and Practice Area Tube	\$9.00	\$10.00	Fixed/Player	7/1/23
	38.8	Range Balls—Weekends, Holidays: Large Bucket	\$17.00	\$18.00	Fixed/Player	7/1/23
	38.8	Medium Bucket	\$13.00	\$14.00	Fixed/Player	7/1/23
	38.8	Small Bucket and Practice Area Tube	\$10.00	\$11.00	Fixed/Player	7/1/23
	38.8	Tournaments: All-Day Course Closure (depending on time of year and staff approval) Friday (per player min.)	Up to \$70.00	Up to \$74.00	Fixed/Player Additional	7/1/23
	38.8	Saturday (per player min.)	Up to \$80.00	Up to \$85.00	Fixed/Player Additional	7/1/23

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2022-23 Adopted	Fiscal Year 2023-24 Recommended	Fee Basis	Effective Date
	38.8	Shotgun Tournaments Shotgun Tournament Premium (minimum 60 players) Friday	Up to \$75.00	Up to \$80.00	Fixed/Player Additional	7/1/23
	38.8	Saturday	Up to \$85.00	Up to \$90.00	Fixed/Player Additional	7/1/23
	38.8	Other Tournament Mon-Fri Regular	Up to \$70.00	Up to \$74.00	Fixed/Player	7/1/23
	38.8	Mon-Fri Senior	Up to \$60.00	Up to \$64.00	Fixed/Player	7/1/23
	38.8	Weekend/Holiday	Up to \$85.00	Up to \$90.00	Fixed/Player	7/1/23
	38.8	Tournament Player Fee	Up to \$14.00	Up to \$15.00	Player	7/1/23

<sup>1</sup> Pursuant to Mountain View City Code Section 41.8, the following are the Land Values by Density Category effective July 1, 2023:

Land Value Range for Fee Calculation	Price/SF	Price/Acre
Low Density (1-6 dwelling units (du)/acre (ac))	<b>\$170-\$190</b>	<b>\$7.4M-\$8.2M</b>
Medium Low Density (7-12 du/ac)	<b>\$180-\$200</b>	<b>\$7.8M-\$8.7M</b>
Medium Density (13-25 du/ac)	<b>\$240-\$270</b>	<b>\$10.4M-\$11.7M</b>
Medium-High and High Density (26+ du/ac)	<b>\$290-\$320</b>	<b>\$12.6M-\$13.9M</b>

<sup>2</sup> New fee.

<sup>3</sup> To be added to Attachment A in the Fiscal Year 2023-24 Master Fee Schedule:

- Rengstorff Park Aquatics Center Multi-Purpose Room
- Monday to Sunday, Holidays 8:00 a.m. to 10:00 p.m.
- 2-hour minimum usage.
- 2-hour minimum Building Attendant.
- 2-hour minimum janitorial service.

NOTE: Bold font indicates language added, and strikethrough indicates language deleted.

FEE SCHEDULE—FINANCE AND ADMINISTRATIVE SERVICES DEPARTMENT

Exhibit F

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2022-23 Adopted	Fiscal Year 2023-24 Recommended	Fee Basis	Effective Date
GC 6253.9(b)		Business License Replacement	\$11.00	\$12.00	Fixed	7/1/23
GC 6253.9(b)		Business License Report:				
		Electronic	\$21.00	\$22.00	Fixed	7/1/23
GC 6253.9(b)	CP B-3	Hard Copy	\$21.00	\$22.00	Fixed	7/1/23
	44.5c	Short-Term Rental Registration <sup>1</sup>	\$179.00	\$191.00	Annual (calendar)	1/1/24
	30.2	Taxi Permits: <sup>1</sup>				
		Taxi Company	\$1,877.00	\$2,069.00	Biennial (fixed 2-year cycle)	1/1/24
		Taxi Vehicle Permit	\$257.00	\$283.00	Biennial (fixed 2-year cycle)	1/1/24
	15.17.b	Vendor Permits:				
		Mobile Vendor <sup>1</sup>	\$144.00	\$151.00	Annual (calendar)	1/1/24

<sup>1</sup> For Fiscal Year 2023-24, permit cycles with an effective date beginning on or after January 1, 2024 regardless of the payment date.

FEE SCHEDULE—FIRE DEPARTMENT

Exhibit G

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2022-23 Adopted	Fiscal Year 2023-24 Recom.	Fee Basis	Effective Date
		<u>ENVIRONMENTAL SAFETY</u>				
	24	Electronic/Computer Entry of Hazardous Materials Management Plan Data	\$112.00	\$118.00	Hour (1-hour min.)	7/1/23
		Fire Safety Facility Inspection:				
	24	0-5,000	\$38.00	\$41.00	Square Foot	7/1/23
	24	5,001-25,000	\$226.00	\$241.00	Square Foot	7/1/23
	24	25,001-100,000	\$938.00	\$1,002.00	Square Foot	7/1/23
	24	100,001-250,000	\$2,625.00	\$2,804.00	Square Foot	7/1/23
	24	250,001-500,000	\$5,625.00	\$6,008.00	Square Foot	7/1/23
	24	500,001+	\$7,501.00	\$8,011.00	Square Foot	7/1/23
IFC 105	14	Fire Safety Operational Permits: Hazardous Materials Permitted Occupancy	\$243.00	\$260.00	Annual	7/1/23
	24	Hazardous Materials: Emergency Response (Hazardous Materials Specialist)	\$126.00 + equipment costs	\$132.00 + equipment costs	Hour	7/1/23
	24	Hazardous Materials Facility Closure Review/Inspection	\$195.00	\$205.00	Hour (2-hour min.)	7/1/23
	24	Hazardous Materials Third and Subsequent Reinspection(s)	\$421.00	\$442.00	Hour	7/1/23
	24	Plan Check and Plan Review Inspection	\$195.00	\$205.00	Hour (2-hour min.)	7/1/23
		Hazardous Materials Permit for the following hazard classes:				
		Miscellaneous Hazardous Materials—Liquids, Solids				
	24	QR1	\$154.00	\$164.00	Annual	7/1/23
	24	QR2	\$189.00	\$202.00	Annual	7/1/23
	24	QR3	\$230.00	\$246.00	Annual	7/1/23
	24	QR4	\$266.00	\$284.00	Annual	7/1/23
	24	QR5	\$305.00	\$326.00	Annual	7/1/23

FEE SCHEDULE—FIRE DEPARTMENT

Exhibit G

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2022-23 Adopted	Fiscal Year 2023-24 Recom.	Fee Basis	Effective Date
		Combustible Liquids, Flammable (liquids, solids), and Nonflammable (gas)				
	24	QR1	\$154.00	\$164.00	Annual	7/1/23
	24	QR2	\$230.00	\$246.00	Annual	7/1/23
	24	QR3	\$305.00	\$326.00	Annual	7/1/23
	24	QR4	\$383.00	\$409.00	Annual	7/1/23
	24	QR5	\$458.00	\$489.00	Annual	7/1/23
		Corrosive (gas, liquids, solids), Cryogen, Flammable (gas), Explosives, Infectious Substances, and Oxidizers (gas, liquids, solids)				
	24	QR1	\$154.00	\$164.00	Annual	7/1/23
	24	QR2	\$305.00	\$326.00	Annual	7/1/23
	24	QR3	\$458.00	\$489.00	Annual	7/1/23
	24	QR4	\$535.00	\$571.00	Annual	7/1/23
	24	QR5	\$609.00	\$650.00	Annual	7/1/23
		Poisonous Materials (gas, liquids, solids), Spontaneous Combustible Materials, Dangerous When Wet Materials (liquids, solids), and Organic Peroxides				
	24	QR1	\$154.00	\$164.00	Annual	7/1/23
	24	QR2	\$305.00	\$326.00	Annual	7/1/23
	24	QR3	\$458.00	\$489.00	Annual	7/1/23
	24	QR4	\$609.00	\$650.00	Annual	7/1/23
	24	QR5	\$764.00	\$816.00	Annual	7/1/23
		Radioactive				
	24	QR1-QR5	\$190.00	\$203.00	Annual	7/1/23
		On-Demand Mobile Fueling: Operating Permit				
IFC 105	14	Demonstration and Equipment Inspection/ Documentation Review (initial and/or change in conditions)	\$203.00	\$213.00	Hour (2-hour min.)	7/1/23
IFC 105	14	Operator Permit	\$207.00	\$217.00	Annual Renewal	7/1/23
		Site Permit				
IFC 105	14	Plan Review and Site Inspection (initial and/or change in conditions)	\$203.00	\$213.00	Hour (2-hour min.)	7/1/23
IFC 105	14	Site Permit	\$207.00	\$217.00	Annual Renewal	7/1/23

FEE SCHEDULE—FIRE DEPARTMENT

Exhibit G

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2022-23 Adopted	Fiscal Year 2023-24 Recom.	Fee Basis	Effective Date
	24	Underground Storage Tank Closure/Demolition: First Tank	\$130.00	\$137.00	Hour (2-hour min.)	7/1/23
	24	Each Additional Tank	\$130.00	\$137.00	Hour (1-hour min.)	7/1/23
	35	Wastewater/Stormwater: Plan Check and Plan Review Inspection	\$159.00	\$167.00	Hour	7/1/23
		Inspection/Reinspection	\$143.00	\$150.00	Hour	7/1/23
		<u>ENVIRONMENTAL SAFETY/FIRE AND BUILDING SAFETY</u>				
IFC Chapter 9	14	Fire Protection/Public Safety System Maintenance: Required to be Tested on a Frequency of <1 Year (waived if test completed within 30 days)	\$134.00	\$143.00	System	7/1/23
IFC Chapter 9	14	Required to be Tested on a Frequency of ≥1 Year and <5 Years (waived if test completed within 30 days)	\$270.00	\$288.00	System	7/1/23
IFC Chapter 9	14	Required to be Tested on a Frequency of ≥5 Years (waived if test completed within 30 days)	\$406.00	\$434.00	System	7/1/23
IFC Chapter 9	14	Deficiencies Failed to be Corrected Within 30 Days	\$206.00	\$220.00	System	7/1/23
		<u>FIRE AND BUILDING SAFETY</u>				
	14	Alarm (Preventable False)	\$172.00	\$184.00	3rd and Subsequent Alarm/180 Days	7/1/23
	14	Extended Consultation/ Preconstruction Conference	\$193.00	\$203.00	Hour	7/1/23
IFC 105	14	Fire Inspections (temporary installation/events): All Others Carnivals Christmas Tree Lot Fairs Fireworks Display	\$203.00	\$213.00	Hour (2-hour min.)	7/1/23

FEE SCHEDULE—FIRE DEPARTMENT

Exhibit G

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2022-23 Adopted	Fiscal Year 2023-24 Recom.	Fee Basis	Effective Date
IFC 105	Reso 17968	Haunted Houses				
	Reso 17968	Live Audiences				
	Reso 17968	Production Facility				
	Reso 17968	Pumpkin Patch				
		Pyrotechnical Special Effects				
		Special Inspection of Temporary Installation				
		Temporary Membrane Structures, Tents, Canopies				
	14	After-Hours or Weekend Duty M-F, 5:00 p.m. to 6:59 a.m., Sat, Sun, Holidays	\$203.00	\$213.00	Hour (2-hour min.)	7/1/23
	14	Fire Safety Operational Permits: Fire Prevention Bureau (Nonhazardous Materials Permitted Occupancy) Reinspections (third and subsequent)	\$207.00	\$217.00	Annual	7/1/23
			\$205.00	\$215.00	Hour	7/1/23
	25.77	Multi-Housing Inspection: Hotels and Motels	\$95.00	\$101.00	Hour (2-hour min.)	7/1/23
	25.77	Nonserious Violations	\$6.00	\$7.00	Unit	7/1/23
	25.77	Serious Violations	\$22.00	\$23.00	Unit	7/1/23
	25.78	Reinspections: Hotels and Motels	\$122.00	\$128.00	Hour (2-hour min.)	7/1/23
	25.79	Multi-Housing	\$122.00	\$128.00	Hour (2-hour min.)	7/1/23
25.81	Valid Service Request	\$121.00	\$127.00	Hour (2-hour min.)	7/1/23	
CP B-3	Reports: Fire Investigation Report Request	\$15.00	\$17.00	Fixed	7/1/23	
CP B-3	Incident Report Request	\$11.00	\$12.00	Fixed	7/1/23	
CP B-3	Patient Care Report	\$11.00	\$12.00	Fixed	7/1/23	

**FEE SCHEDULE—FIRE DEPARTMENT**

**Exhibit G**

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2022-23 Adopted	Fiscal Year 2023-24 Recom.	Fee Basis	Effective Date
		<u>SUPPRESSION</u>				
GC 53150, HSC 13009.6		Emergency Response Reimbursement: Battalion Chief	\$146.00	\$153.00	Hour (1/2-hour increments)	7/1/23
GC 53150, HSC 13009.6		Deputy Fire Marshal	\$181.00	\$190.00	Hour (1/2-hour increments)	7/1/23
GC 53150, HSC 13009.6		Engine/Truck (3-person)	\$328.00	\$344.00	Hour (1/2-hour increments)	7/1/23
GC 53150, HSC 13009.6		Engine Company OT Rate (event coverage, 3-person)	100% of Cost (max \$328.00/hr)		Fixed	7/1/23
GC 53150, HSC 13009.6		Event Team (4-person)	\$660.00	\$693.00	Hour (1/2-hour increments)	7/1/23
GC 53150, HSC 13009.6		Public Safety Social Media/Community Coordinator	\$155.00	\$163.00	Hour (1/2-hour increments)	7/1/23
GC 53150, HSC 13009.6		Rescue Company	\$204.00	\$214.00	Hour (1/2-hour increments)	7/1/23

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2022-23 Adopted	Fiscal Year 2023-24 Recom.	Fee Basis	Effective Date
	36.40.10, Reso 18370	Housing Fees: Below-Market-Rate (BMR) <sup>1</sup> BMR In-Lieu Ownership	\$58.97	\$63.00	Per Net New Habitable Square Foot	7/1/23
	36.40.10, Reso 18197, 18370	BMR In-Lieu Rental	\$103.88	\$111.00	Per Net New Habitable Square Foot	7/1/23
	36.40.10, Reso 18370	BMR In-Lieu Rowhouse/ Townhouse Ownership Residential Projects	\$135.25	\$144.00	Per Net New Habitable Square Foot	7/1/23
	36.40.55.b Reso 16666	Housing Impact <sup>1</sup> Commercial/Entertainment/ Hotel/Retail First 25,000 square feet	\$1.65	\$2.00	Per Net New Square Foot	7/1/23
		25,000+ square feet	\$3.27	\$3.50	Per Net New Square Foot	7/1/23
	36.40.55.b Reso 16666, 17938	High-Tech/Industrial/ Office First 10,000 square feet	\$15.28	\$16.00	Per Net New Square Foot	7/1/23
		10,000+ square feet	\$30.57	\$33.00	Per Net New Square Foot	7/1/23
		<u>AFFORDABLE HOUSING LOAN FEES</u>				
	Reso 18698	City Loan Fees: Origination Fee <sup>1</sup>	\$25,000+ reimbursement for outside legal counsel	\$26,700+ reimbursement for outside legal counsel	Transaction	7/1/23
		Refinance and Recapitalization Fee <sup>1</sup>	\$15,000+ reimbursement for outside legal counsel	\$16,020+ reimbursement for outside legal counsel	Transaction	7/1/23
		Loan Servicing Fee <sup>2</sup>	\$40.00	\$41.00	Unit	7/1/23
		Affordability Restriction Monitoring Fee <sup>2</sup>	\$80.00	\$82.00	Unit	7/1/23
		<u>STAFF HOURLY RATES</u>				
	36.56.15	Housing Department: <sup>3</sup> Housing Specialist II	N/A	\$145.00	Hour	7/1/23
	36.56.15	Senior Housing Officer	N/A	\$164.00	Hour	7/1/23
	36.56.15	Project Manager	N/A	\$171.00	Hour	7/1/23

**FEE SCHEDULE—HOUSING DEPARTMENT**

**Exhibit H**

<b>State Code § (if any)</b>	<b>MVCC §§/CP/ Other</b>	<b>Title of Fee</b>	<b>Fiscal Year 2022-23 Adopted</b>	<b>Fiscal Year 2023-24 Recom.</b>	<b>Fee Basis</b>	<b>Effective Date</b>
	36.56.15	Senior Management Analyst	N/A	\$154.00	Hour	7/1/23
	36.56.15	Analyst II	N/A	\$142.00	Hour	7/1/23

1. Previously authorized by the City Council to be modified annually by the prior year Consumer Price Index increase as part of the annual budget process.
2. The City Council authorized Loan Servicing and Affordability Restriction Monitoring Fees to be increased annually by 3.0% as part of the annual budget process.
3. New fee to reflect the hourly rate of staff time when a resolution or City code indicates the fee is hourly.

NOTE: Bold font indicates language added, and strikethrough indicates language deleted.

FEE SCHEDULE—POLICE DEPARTMENT

Exhibit I

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2022-23 Adopted	Fiscal Year 2023-24 Recommended	Fee Basis	Effective Date
		Administrative Fee—Not Displaying Handicapped Placard	\$40.00	\$43.00	Fixed	7/1/23
	26.54	Adult Entertainment: Application	\$932.00	\$995.00	Initial	7/1/23
	26.54	Adult Entertainment: Renewal	\$446.00	\$476.00	Annual	7/1/23
	9	Cannabis:				
		Cannabis Business Background Screening	\$1,258.00	\$1,344.00	Application	7/1/23
		Cannabis Business Registration—Initial	\$130,729.00	\$139,619.00	Registration Application	7/1/23
		Cannabis Business Registration Renewal	\$128,565.00	\$137,307.00	Annual Application	7/1/23
		Cannabis Business Owner, Manager, Employee, or Contractor Registration—Initial	\$2,013.00	\$2,150.00	Registration Application	7/1/23
		Cannabis Business Owner, Manager, Employee, or Contractor Registration Renewal	\$1,818.00	\$1,942.00	Annual Application	7/1/23
		Delivery Registration—Initial	\$2,013.00	\$2,150.00	Registration Application	7/1/23
		Delivery Registration Renewal	\$1,818.00	\$1,942.00	Annual Application	7/1/23
		Card Rooms:				
	9.14	Dealer Application	\$322.00	\$344.00	Biennial	7/1/23
	9.14	Dealer Renewal	\$160.00	\$171.00	Biennial	7/1/23
	9.4	Permit Application	\$1,291.00	\$1,379.00	Initial	7/1/23
		Citation Sign-off: Nonresident	\$29.00	\$31.00	Fixed	7/1/23
		Clearance Letters:				
		Letter	\$23.00	\$25.00	Fixed	7/1/23
		Name Check	\$12.00	\$13.00	Fixed	7/1/23
		Concealed Weapon (CCW) Permit: City of Mountain View	\$29.00	\$31.00	Fixed	7/1/23
GC 12053	26.29	Dance Permit (public and private)	\$40.00	\$43.00	Fixed	7/1/23
	6.7	Going Out of Business: Permit	\$78.00	\$83.00	In Business <2 years	7/1/23
	6.7	Going Out of Business: Permit	\$37.00	\$40.00	In Business >2 years	7/1/23
	6.3	Permit Extension	\$37.00	\$40.00	30-Day Extension	7/1/23

FEE SCHEDULE—POLICE DEPARTMENT

Exhibit I

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2022-23 Adopted	Fiscal Year 2023-24 Recommended	Fee Basis	Effective Date
BPC § 4600, et seq. BPC § 4600, et seq.	9.53	Hot Tub: Business Permit Application	\$1,791.00	\$1,913.00	Initial	7/1/23
	9.53	Business Renewal	\$897.00	\$958.00	Annual	7/1/23
	9.57	Manager	\$632.00	\$675.00	Initial	7/1/23
		Live Entertainment:				
	26.29	Permit	\$464.00	\$496.00	Initial	7/1/23
	26.29	Renewal	\$153.00	\$163.00	Annual	7/1/23
	26.29	Permit (w/dance)	\$464.00	\$496.00	Initial	7/1/23
	26.29	Renewal (w/dance)	\$153.00	\$163.00	Annual	7/1/23
		Massage Business:				
	9.24	Massage Establishment Permit	\$191.00	\$204.00	Initial	7/1/23
	9.32	Massage Establishment Renewal	\$191.00	\$204.00	Annual	7/1/23
	22	Parade Permit	\$233.00	\$249.00	Parade	7/1/23
		Parking Citations:				
	38.9(f)	City Park—Operate any Vehicle (moving or parked)	\$50.00	\$53.00	Fixed	7/1/23
	38.9(g)	City Park—Park or Stop Other than Where Authorized	\$50.00	\$53.00	Fixed	7/1/23
	39.16(b)	City Park—Parked Abandoned/ Wrecked Vehicle Over 72 Hours	\$47.00	\$50.00	Fixed	7/1/23
	38.13(c)	City Park—Vehicle Parked After Hours	\$146.00	\$156.00	Fixed	7/1/23
	19.96	1-Hour Parking Zones	\$53.00	\$57.00	Fixed	7/1/23
	19.95	2-Hour Parking Zones	\$53.00	\$57.00	Fixed	7/1/23
	19.94	3-Hour Parking Zones	\$53.00	\$57.00	Fixed	7/1/23
	19.95.2	2-Hour Parking Zones— 24 Hours/Day	\$53.00	\$57.00	Fixed	7/1/23
	19.95.1a	3-Hour Parking Zones—3 Hour No Return	\$53.00	\$57.00	Fixed	7/1/23
	19.98	12-Minute Parking Zones	\$53.00	\$57.00	Fixed	7/1/23
	19.97	24-Minute Parking Zones	\$53.00	\$57.00	Fixed	7/1/23
	19.89	Blocking or Obstructing Alley	\$47.00	\$50.00	Fixed	7/1/23
	19.64	Double Parking Prohibited	\$45.00	\$48.00	Fixed	7/1/23
	21.39	Leave Key in Parked Vehicle	\$47.00	\$50.00	Fixed	7/1/23
	19.69	Limited Curb Parking Space: Right-of-Way	\$45.00	\$48.00	Fixed	7/1/23
	19.99.6	No Parking of Vehicle Over 6' in Height	\$53.00	\$57.00	Fixed	7/1/23
	19.99	No Parking Zones	\$53.00	\$57.00	Fixed	7/1/23
19.99.2	No Parking Zones—2:00 a.m. to 7:00 p.m.	\$53.00	\$57.00	Fixed	7/1/23	

**FEE SCHEDULE—POLICE DEPARTMENT**

**Exhibit I**

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2022-23 Adopted	Fiscal Year 2023-24 Recommended	Fee Basis	Effective Date
	19.99.5	No Parking Zones—7:00 a.m. to 6:00 p.m.	\$53.00	\$57.00	Fixed	7/1/23
	19.99.3	No Parking Zones—Middlefield Road—Crittenden School Athletic Park	\$53.00	\$57.00	Fixed	7/1/23
	19.99.4	No Parking Zone Near Schools	\$53.00	\$57.00	Fixed	7/1/23
	19.82	No Parking Zones to Prevent Flooding	\$45.00	\$48.00	Fixed	7/1/23
	19.99.1	No Stopping Zones	\$53.00	\$57.00	Fixed	7/1/23
	19.67	Obstruction of Street Sidewalk Parking Lot	\$45.00	\$48.00	Fixed	7/1/23
	19.75	Park or Leave Vehicle for Washing Service	\$45.00	\$48.00	Fixed	7/1/23
	19.87	Park/Stand/Stop for Loading or Unloading Only	\$45.00	\$48.00	Fixed	7/1/23
	19.88	Park/Stand/Stop in Passenger Loading Zone	\$45.00	\$48.00	Fixed	7/1/23
	19.76	Parking Adjacent to Schools	\$45.00	\$48.00	Fixed	7/1/23
	19.79.1	Parking Commercial Vehicles Over 10,000 Pounds on Residential Streets	\$106.00	\$113.00	Fixed	7/1/23
	19.65	Parking Commercial Vehicles Restricted	\$103.00	\$110.00	Fixed	7/1/23
	19.68	Parking Improperly within Single Space	\$47.00	\$50.00	Fixed	7/1/23
	19.91	Parking in Bus Zone	\$47.00	\$50.00	Fixed	7/1/23
	19.72	Parking in Excess of 72 Hours	\$106.00	\$113.00	Fixed	7/1/23
	19.93	Parking in Excess of 5 Hours	\$47.00	\$50.00	Fixed	7/1/23
	19.92	Parking in Excess of Time (as est. by the City for each specific area)	\$47.00	\$50.00	Fixed	7/1/23
	19.95.1	Parking in Same Lot Excess Time	\$47.00	\$50.00	Fixed	7/1/23
	19.80	Parking in Violation of Curb Markings	\$47.00	\$50.00	Fixed	7/1/23
	19.71	Parking >1 Hour from 2:00 a.m. to 6:00 a.m.	\$47.00	\$50.00	Fixed	7/1/23
	19.79.2	Parking of Certain Commercial Vehicles on Certain Streets Prohibited	\$106.00	\$113.00	Fixed	7/1/23
	19.73	Parking on Hills	\$45.00	\$48.00	Fixed	7/1/23
	19.92.4	Parking Prohibited for Street Cleaning	\$106.00	\$113.00	Fixed	7/1/23
	19.79.4	Parking Prohibited on Narrow Streets	\$45.00	\$48.00	Fixed	7/1/23
	19.79.3	Parking Prohibited on Streets Adjacent to Class II Bikeways	\$45.00	\$48.00	Fixed	7/1/23
	19.99.9	Parking Restricted	\$54.00	\$58.00	Fixed	7/1/23
	19.79	Parking Where Prohibited by Sign	\$47.00	\$50.00	Fixed	7/1/23
	19.92.2	Parking Without Permit	\$47.00	\$50.00	Fixed	7/1/23
	19.92.1	Permit Parking in Parking District No. 2 Parking Lots	\$53.00	\$57.00	Fixed	7/1/23

FEE SCHEDULE—POLICE DEPARTMENT

Exhibit I

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2022-23 Adopted	Fiscal Year 2023-24 Recommended	Fee Basis	Effective Date
	19.66	Proper Angle Parking	\$45.00	\$48.00	Fixed	7/1/23
	19.99.21	Residential Parking Permit Program Violation	\$44.00	\$47.00	Fixed	7/1/23
	19.74	Standing in Parkways Prohibited	\$45.00	\$48.00	Fixed	7/1/23
	19.63	Standing or Parking Close to the Curb	\$45.00	\$48.00	Fixed	7/1/23
	19.78	Standing or Parking on One-Way Roadway	\$45.00	\$48.00	Fixed	7/1/23
	19.90	Unlawful Parking in Taxi Stand	\$47.00	\$50.00	Fixed	7/1/23
	19.77	Violation of Temporary No Parking Sign	\$47.00	\$50.00	Fixed	7/1/23
	19.62.3	Parking Citation Late Fee	\$43.00	\$46.00	Fixed	7/1/23
	26.12-.13	Pool/Billiard Room Permit	\$157.00	\$168.00	Fixed	7/1/23
	Contract	Rotation Tow Service Contract Application	\$208.00	\$222.00	Fixed	7/1/23
		Taxi:				
	30.2	Driver Permit	\$214.00	\$229.00	Initial (Biennial—from approval date)	7/1/23
	30.2	Driver Renewal	\$151.00	\$161.00	Renewal (Biennial—from approval date)	7/1/23
		Vehicle Abatement (AVASA)	\$24.00	\$26.00	Fixed	7/1/23
VEH 22850.5		Vehicle Release: Impound/Storage	\$174.00	\$186.00	Fixed	7/1/23

FEE SCHEDULE—PUBLIC WORKS DEPARTMENT

Exhibit J

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2022-23 Adopted	Fiscal Year 2023-24 Recom.	Fee Basis	Effective Date
GC66000, et seq.	43.5	Citywide Transportation Impact: <sup>1</sup>				
		Single-Family (attached or detached)	\$5,364.00	\$6,120.00	Net New Dwelling Unit	7/1/23
		Multi-Family	\$3,004.00	\$3,428.00	Net New Dwelling Unit	7/1/23
		Hotels and Motels	\$3,317.00	\$3,785.00	Net New Guest Room	7/1/23
		Service and Retail Commercial	\$5.72	\$6.53	Sq. Ft., Net New Floor Area	7/1/23
		Office, R&D, Industrial	\$5.72	\$6.53	Sq. Ft., Net New Floor Area	7/1/23
		Low Trip-Generating Uses	\$3,100.00	\$3,537.00	a.m. + p.m. Peak Hour Trips	7/1/23
		§ 66000, et seq.		East Whisman Development Impact: <sup>1</sup>		
Office/R&D: Transportation	\$5.35			\$6.10	Per Square foot net new gross floor area	7/1/23
Potable Water	\$0.30			\$0.34	Per Square foot net new gross floor area	7/1/23
Recycled Water	\$4.18			\$4.77	Per Square foot net new gross floor area	7/1/23
Sewer	\$0.92			\$1.05	Per Square foot net new gross floor area	7/1/23

FEE SCHEDULE—PUBLIC WORKS DEPARTMENT

Exhibit J

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2022-23 Adopted	Fiscal Year 2023-24 Recom.	Fee Basis	Effective Date
		Retail:				
		Transportation	\$13.06	\$14.90	Per Square foot net new gross floor area	7/1/23
		Potable Water	\$0.30	\$0.34	Per Square foot net new gross floor area	7/1/23
		Recycled Water	\$4.18	\$4.77	Per Square foot net new gross floor area	7/1/23
		Sewer	\$0.62	\$0.71	Per Square foot net new gross floor area	7/1/23
		Hotel:				
		Transportation	\$2,505.00	\$2,858.00	Per Room	7/1/23
		Potable Water	\$231.00	\$264.00	Per Room	7/1/23
		Recycled Water	\$3,213.00	\$3,666.00	Per Room	7/1/23
		Sewer	\$618.00	\$705.00	Per Room	7/1/23
		Residential:				
		Studio:				
		Transportation	\$1,278.00	\$1,458.00	Per Dwelling Unit	7/1/23
		Potable Water	\$193.00	\$220.00	Per Dwelling Unit	7/1/23
		Recycled Water	\$900.00	\$1,027.00	Per Dwelling Unit	7/1/23
		Sewer	\$517.00	\$590.00	Per Dwelling Unit	7/1/23
		1-Bedroom:				
		Transportation	\$1,496.00	\$1,707.00	Per Dwelling Unit	7/1/23
		Potable Water	\$223.00	\$254.00	Per Dwelling Unit	7/1/23
		Recycled Water	\$1,028.00	\$1,173.00	Per Dwelling Unit	7/1/23
		Sewer	\$609.00	\$695.00	Per Dwelling Unit	7/1/23
		2-Bedroom:				
		Transportation	\$2,281.00	\$2,603.00	Per Dwelling Unit	7/1/23
		Potable Water	\$344.00	\$393.00	Per Dwelling Unit	7/1/23
		Recycled Water	\$1,607.00	\$1,834.00	Per Dwelling Unit	7/1/23
		Sewer	\$923.00	\$1,053.00	Per Dwelling Unit	7/1/23

FEE SCHEDULE—PUBLIC WORKS DEPARTMENT

Exhibit J

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2022-23 Adopted	Fiscal Year 2023-24 Recom.	Fee Basis	Effective Date
		3-Bedroom: Transportation	\$2,762.00	\$3,151.00	Per Dwelling Unit	7/1/23
		Potable Water	\$416.00	\$475.00	Per Dwelling Unit	7/1/23
		Recycled Water	\$1,928.00	\$2,200.00	Per Dwelling Unit	7/1/23
		Sewer	\$1,117.00	\$1,274.00	Per Dwelling Unit	7/1/23
		Per Additional Bedroom: Transportation	\$392.00	\$447.00	Per Dwelling Unit	7/1/23
		Potable Water	\$58.00	\$66.00	Per Dwelling Unit	7/1/23
		Recycled Water	\$257.00	\$293.00	Per Dwelling Unit	7/1/23
		Sewer	\$157.00	\$179.00	Per Dwelling Unit	7/1/23
	27.17	Encroachment Permit: Debris Box	\$148.00	\$155.00	Fixed	7/1/23
		Nonresidential	\$2,549.00	\$2,676.00	Fixed	7/1/23
		Residential	\$1,393.00	\$1,463.00	Fixed	7/1/23
		Temporary	\$1,096.00	\$1,151.00	Fixed	7/1/23
	27.43	Excavation Permit: Associated with Inspection Rate	\$275.00 or 15% of construction cost	\$289.00 or 15% of construction cost	Hour (3-hour min.) or Percentage	7/1/23
		Full Cost Recovery	\$275.00	\$289.00	Hour	7/1/23
	27.43	Hourly Labor Rate (research, plan check, inspection)	\$275.00	\$289.00	Hour (2-hour min.)	7/1/23
GC 66412	28.106	Lot Line Adjustment	\$2,947.00	\$3,094.00	Fixed	7/1/23
GC 66451.2i	28.27(b)	Map Check: Final Map	\$6,152.00	\$6,460.00	Fixed	7/1/23
		Parcel Map	+\$73.00	+77.00	Each Lot	7/1/23
			\$3,645.00	\$3,827.00	Fixed	7/1/23
GC 8300	27.18	Right-of-Way (ROW) Vacation	\$2,001.00	\$2,101.00	Fixed	7/1/23
GC 8740.1	28.6.1	Segregation of Assessment Districts	\$2,924.00+	\$3,070.00+	First 2 Lots	7/1/23
			\$275.00	\$289.00	Each Additional Lot	7/1/23

State Code § (if any)	MVCC §§/CP/ Other	Title of Fee	Fiscal Year 2022-23 Adopted	Fiscal Year 2023-24 Recom.	Fee Basis	Effective Date
	27.23	Sidewalk Permit: Nonresidential	\$435.00 + 5% of Construction Cost	\$458.00 + 5% of Construction Cost	Fixed + Percentage	7/1/23
		Residential	\$5.01 (\$287 min.)	\$5.28 (\$302 min.)	Linear Foot (or a 1-hour min.)	7/1/23
		Standard Provisions	\$24.00	\$26.00	Fixed (printing cost)	7/1/23
			\$32.00 (mailed)	\$34.00 (mailed)	Fixed+ Mailing Cost	7/1/23
			\$45.00 (overnight)	\$48.00 (overnight)	Fixed+ Overnight Delivery	7/1/23
	28.51(b)	Storm Drainage Connection <sup>2</sup> First-Class Rate	\$0.362	\$0.381	Net Square Foot	7/1/23
	28.51(b)	Second-Class Rate	\$0.174	\$0.183	Gross Square Foot	7/1/23
		Street Improvement Reimbursement: <sup>2</sup>				
	27.65(c)	Major Structural Street Section	\$13.75	\$14.48	Square Foot	7/1/23
	27.65(c)	R1 and R2 Structural Street Section	\$11.03	\$11.61	Square Foot	7/1/23
	27.65(c)	R3 Structural Street Section	\$12.53	\$13.19	Square Foot	7/1/23
	27.65(c)	Standard and Ornamental Street Lighting	\$34.65	\$36.49	Linear Foot	7/1/23
	27.65(c)	Standard PCC Curb and Gutter	\$40.34	\$42.48	Linear Foot	7/1/23
	27.65(c)	Standard PCC Driveway Approach	\$13.75	\$14.48	Square Foot	7/1/23
	27.65(c)	Standard PCC Sidewalk	\$12.53	\$13.19	Square Foot	7/1/23
	27.65(c)	Street Trees (15-gallon)	\$15.41	\$16.23	Linear Foot	7/1/23

<sup>1</sup> Modified annually by the June Engineering News Record Construction Cost Index (ENR-CCI).

<sup>2</sup> Modified annually by the December Engineering News Record Construction Cost Index (ENR-CCI).

FEE SCHEDULE—UTILITY SERVICES

Exhibit K

State Code § (if any)	MVCC §§ /CP/ Other	Title of Fee	Fiscal Year 2022-23 Adopted	Fiscal Year 2023-24 Recom.	Fee Basis	Effective Date
		<u>ENTERPRISE FUNDS</u>				
		Labor Rates:				
		Frontline				
		Regular	\$96.00	\$101.00	Hour	7/1/23
		Overtime	\$140.00	\$147.00	Hour	7/1/23
		Manager				
		Regular	\$145.00	\$152.00	Hour	7/1/23
		Supervisor				
		Regular	\$118.00	\$124.00	Hour	7/1/23
		Overtime	\$179.00	\$188.00	Hour	7/1/23
		Sewer Capacity Charges: <sup>1</sup>				
	35.41	Residential Class 1	\$3,629.00	\$4,141.00	Unit	7/1/23
	35.41	Residential Class 2	\$3,287.00	\$3,750.00	Unit	7/1/23
	35.41	Residential Class 3	\$2,557.00	\$2,918.00	Unit	7/1/23
	35.41	Commercial/Retail	\$1,777.00	\$2,028.00	1,000 Sq. Ft.	7/1/23
	35.41	Office/R&D	\$2,603.00	\$2,970.00	1,000 Sq. Ft.	7/1/23
	35.41	Restaurant	\$14,974.00	\$17,085.00	1,000 Sq. Ft.	7/1/23
	35.41	Hotels and Motels	\$1,643.00	\$1,875.00	charge/room/ dwelling unit	7/1/23
	35.41	Industrial/Other (charges based on estimated loadings)	\$16.332	\$18.635	flow/gpd	7/1/23
	35.41		\$1.587	\$1.811	BOD/lb/year	7/1/23
	35.41		\$1.587	\$1.811	SS/lb/year	7/1/23
		Water Capacity Charges: <sup>1</sup>				
	35.41	Residential Class 1	\$4,396.00	\$5,016.00	Unit	7/1/23
	35.41	Residential Class 2	\$3,734.00	\$4,260.00	Unit	7/1/23
	35.41	Residential Class 3	\$2,855.00	\$3,258.00	Unit	7/1/23
	35.41	3/4" meter	\$7,323.00	\$8,356.00	Meter	7/1/23
	35.41	1" meter	\$12,206.00	\$13,927.00	Meter	7/1/23
	35.41	1-1/2" meter	\$24,409.00	\$27,851.00	Meter	7/1/23
	35.41	2" meter	\$39,055.00	\$44,562.00	Meter	7/1/23
	35.41	3" meter	\$74,349.00	\$84,832.00	Meter	7/1/23
	35.41	Meters greater than 3"	\$19.528	\$22.281	Per gallons/day estimated water demand	7/1/23
		<u>UTILITY SERVICES<sup>2</sup></u>				
		<u>Trash Disposal and Recycling Service:</u>				
	16	Bin For a Day	\$273.00	\$292.00	Fixed	7/1/23
		Bin Rental (Compost and Trash):				
	16	1 Cubic Yard	\$24.25	\$25.95	Container/Month	7/1/23
	16	2 Cubic Yards	\$36.30	\$38.85	Container/Month	7/1/23
	16	3 Cubic Yards	\$48.25	\$51.65	Container/Month	7/1/23
	16	4 Cubic Yards	\$60.30	\$64.55	Container/Month	7/1/23
	16	6 Cubic Yards (trash only)	\$72.35	\$77.45	Container/Month	7/1/23

FEE SCHEDULE—UTILITY SERVICES

Exhibit K

State Code § (if any)	MVCC §§ /CP/ Other	Title of Fee	Fiscal Year 2022-23 Adopted	Fiscal Year 2023-24 Recom.	Fee Basis	Effective Date
		Bin Service (Compost):				
		One Cubic Yard				
	16	1 Time/Week	\$90.30	\$96.60	Container/Month	7/1/23
	16	2 Times/Week	\$198.55	\$212.45	Container/Month	7/1/23
	16	3 Times/Week	\$306.40	\$327.85	Container/Month	7/1/23
	16	4 Times/Week	\$414.40	\$443.40	Container/Month	7/1/23
	16	5 Times/Week	\$522.35	\$558.95	Container/Month	7/1/23
	16	6 Times/Week	\$630.30	\$674.40	Container/Month	7/1/23
		Two Cubic Yards				
	16	1 Time/Week	\$180.15	\$192.80	Container/Month	7/1/23
	16	2 Times/Week	\$378.60	\$405.10	Container/Month	7/1/23
	16	3 Times/Week	\$576.65	\$617.05	Container/Month	7/1/23
	16	4 Times/Week	\$774.60	\$828.85	Container/Month	7/1/23
	16	5 Times/Week	\$972.65	\$1,040.75	Container/Month	7/1/23
	16	6 Times/Week	\$1,170.75	\$1,252.70	Container/Month	7/1/23
		Three Cubic Yards				
	16	1 Time/Week	\$270.15	\$289.10	Container/Month	7/1/23
	16	2 Times/Week	\$558.45	\$597.60	Container/Month	7/1/23
	16	3 Times/Week	\$846.60	\$905.90	Container/Month	7/1/23
	16	4 Times/Week	\$1,134.90	\$1,214.35	Container/Month	7/1/23
	16	5 Times/Week	\$1,422.95	\$1,522.60	Container/Month	7/1/23
	16	6 Times/Week	\$1,711.10	\$1,830.90	Container/Month	7/1/23
		Four Cubic Yards				
	16	1 Time/Week	\$360.15	\$385.40	Container/Month	7/1/23
	16	2 Times/Week	\$738.75	\$790.50	Container/Month	7/1/23
	16	3 Times/Week	\$1,116.75	\$1,194.90	Container/Month	7/1/23
	16	4 Times/Week	\$1,495.00	\$1,599.65	Container/Month	7/1/23
	16	5 Times/Week	\$1,873.20	\$2,004.30	Container/Month	7/1/23
	16	6 Times/Week	\$2,251.25	\$2,408.85	Container/Month	7/1/23
		Extra Pickup				
	16	1 Cubic Yard	\$70.35	\$75.30	Pickup	7/1/23
	16	2 Cubic Yards	\$88.05	\$94.20	Pickup	7/1/23
	16	3 Cubic Yards	\$112.40	\$120.30	Pickup	7/1/23
	16	4 Cubic Yards	\$153.75	\$164.55	Pickup	7/1/23
		Bin Service (Trash):				
		One Cubic Yard				
	16	1 Time/Week	\$120.35	\$128.80	Container/Month	7/1/23
	16	2 Times/Week	\$264.70	\$283.25	Container/Month	7/1/23
	16	3 Times/Week	\$408.50	\$437.10	Container/Month	7/1/23
	16	4 Times/Week	\$552.50	\$591.20	Container/Month	7/1/23
	16	5 Times/Week	\$696.45	\$745.25	Container/Month	7/1/23
	16	6 Times/Week	\$840.35	\$899.20	Container/Month	7/1/23
		Two Cubic Yards				
	16	1 Time/Week	\$240.20	\$257.05	Container/Month	7/1/23
	16	2 Times/Week	\$504.75	\$540.10	Container/Month	7/1/23
	16	3 Times/Week	\$768.85	\$822.70	Container/Month	7/1/23
	16	4 Times/Week	\$1,032.80	\$1,105.10	Container/Month	7/1/23
	16	5 Times/Week	\$1,296.85	\$1,387.65	Container/Month	7/1/23
	16	6 Times/Week	\$1,560.95	\$1,670.25	Container/Month	7/1/23

FEE SCHEDULE—UTILITY SERVICES

Exhibit K

State Code § (if any)	MVCC §§ /CP/ Other	Title of Fee	Fiscal Year 2022-23 Adopted	Fiscal Year 2023-24 Recom.	Fee Basis	Effective Date
		Three Cubic Yards				
	16	1 Time/Week	\$360.20	\$385.45	Container/Month	7/1/23
	16	2 Times/Week	\$744.60	\$796.75	Container/Month	7/1/23
	16	3 Times/Week	\$1,128.80	\$1,207.85	Container/Month	7/1/23
	16	4 Times/Week	\$1,513.15	\$1,619.10	Container/Month	7/1/23
	16	5 Times/Week	\$1,897.25	\$2,030.10	Container/Month	7/1/23
	16	6 Times/Week	\$2,281.45	\$2,441.20	Container/Month	7/1/23
		Four Cubic Yards				
	16	1 Time/Week	\$480.20	\$513.85	Container/Month	7/1/23
	16	2 Times/Week	\$985.00	\$1,053.95	Container/Month	7/1/23
	16	3 Times/Week	\$1,488.95	\$1,593.20	Container/Month	7/1/23
	16	4 Times/Week	\$1,993.30	\$2,132.85	Container/Month	7/1/23
	16	5 Times/Week	\$2,497.55	\$2,672.40	Container/Month	7/1/23
	16	6 Times/Week	\$3,001.65	\$3,211.80	Container/Month	7/1/23
		Six Cubic Yards				
	16	1 Time/Week	\$720.25	\$770.70	Container/Month	7/1/23
	16	2 Times/Week	\$1,464.95	\$1,567.50	Container/Month	7/1/23
	16	3 Times/Week	\$2,209.70	\$2,364.40	Container/Month	7/1/23
	16	4 Times/Week	\$2,954.05	\$3,160.85	Container/Month	7/1/23
	16	5 Times/Week	\$3,698.20	\$3,957.10	Container/Month	7/1/23
	16	6 Times/Week	\$4,442.55	\$4,753.55	Container/Month	7/1/23
		Extra Pickup				
	16	1 cubic yard	\$93.75	\$100.35	Pickup	7/1/23
	16	2 cubic yards	\$117.35	\$125.60	Pickup	7/1/23
	16	3 cubic yards	\$149.85	\$160.35	Pickup	7/1/23
	16	4 cubic yards	\$205.00	\$219.35	Pickup	7/1/23
	16	6 cubic yards	\$313.30	\$335.25	Pickup	7/1/23
		Cart Service (Trash):				
	16	20-Gallon <b>Mini-Can</b> (residential)	\$27.00	\$28.90	Container/Month	7/1/23
	16	32-Gallon	\$39.35	\$42.10	Container/Month	7/1/23
	16	64-Gallon	\$78.70	\$84.20	Container/Month	7/1/23
	16	96-Gallon	\$118.05	\$126.30	Container/Month	7/1/23
		Cart Service (Compost):				
		32-Gallon				
	16	1 Time/Week	\$14.40	\$15.40	Container/Month	7/1/23
	16	2 Times/Week	\$31.65	\$33.85	Container/Month	7/1/23
	16	3 Times/Week	\$48.80	\$52.20	Container/Month	7/1/23
	16	4 Times/Week	\$66.00	\$70.60	Container/Month	7/1/23
	16	5 Times/Week	\$83.20	\$89.00	Container/Month	7/1/23
	16	6 Times/Week	\$100.35	\$107.40	Container/Month	7/1/23
	16	Extra Pickup	\$11.20	\$12.00	Pickup	7/1/23
		64-Gallon				
	16	1 Time/Week	\$28.80	\$30.80	Container/Month	7/1/23
	16	2 Times/Week	\$63.25	\$67.65	Container/Month	7/1/23
	16	3 Times/Week	\$97.60	\$104.40	Container/Month	7/1/23
	16	4 Times/Week	\$131.95	\$141.20	Container/Month	7/1/23
	16	5 Times/Week	\$166.35	\$178.00	Container/Month	7/1/23
	16	6 Times/Week	\$200.70	\$214.75	Container/Month	7/1/23
	16	Extra Pickup	\$22.40	\$24.00	Pickup	7/1/23

FEE SCHEDULE—UTILITY SERVICES

Exhibit K

State Code § (if any)	MVCC §§ /CP/ Other	Title of Fee	Fiscal Year 2022-23 Adopted	Fiscal Year 2023-24 Recom.	Fee Basis	Effective Date
	16	96-Gallon 1 Time/Week	\$43.15	\$46.15	Container/Month	7/1/23
	16	2 Times/Week	\$94.85	\$101.50	Container/Month	7/1/23
	16	3 Times/Week	\$146.35	\$156.60	Container/Month	7/1/23
	16	4 Times/Week	\$197.95	\$211.80	Container/Month	7/1/23
	16	5 Times/Week	\$249.50	\$267.00	Container/Month	7/1/23
	16	6 Times/Week	\$301.05	\$322.15	Container/Month	7/1/23
	16	Extra Pickup	\$33.60	\$36.00	Pickup	7/1/23
		Compactor Service (cardboard or mixed containers or mixed paper):				
	16	Per Compacted Yard	\$19.05	\$20.40	Pickup (on-call and regular service)	7/1/23
	16	10 Cubic Yards	\$190.25	\$203.65	Fixed	7/1/23
	16	20 Cubic Yards	\$380.50	\$407.25	Fixed	7/1/23
	16	25 Cubic Yards	\$475.65	\$509.10	Fixed	7/1/23
	16	30 Cubic Yards	\$570.75	\$610.90	Fixed	7/1/23
	16	35 Cubic Yards	\$665.90	\$712.70	Fixed	7/1/23
	16	40 Cubic Yards	\$761.00	\$814.50	Fixed	7/1/23
		Compactor Service (Compost):				
	16	Per Compacted Yard	\$57.10	\$61.10	Pickup (on-call and regular service)	7/1/23
	16	10 Cubic Yards	\$570.75	\$610.90	Fixed	7/1/23
	16	20 Cubic Yards	\$1,141.50	\$1,221.75	Fixed	7/1/23
	16	25 Cubic Yards	\$1,426.90	\$1,527.20	Fixed	7/1/23
	16	30 Cubic Yards	\$1,712.25	\$1,832.65	Fixed	7/1/23
	16	35 Cubic Yards	\$1,997.65	\$2,138.10	Fixed	7/1/23
	16	40 Cubic Yards	\$2,283.00	\$2,443.50	Fixed	7/1/23
		Compactor Service (Trash):				
	16	Per Compacted Yard	\$76.10	\$81.45	Pickup (on-call and regular service)	7/1/23
	16	10 Cubic Yards	\$761.00	\$814.50	Fixed	7/1/23
	16	20 Cubic Yards	\$1,522.00	\$1,629.00	Fixed	7/1/23
	16	25 Cubic Yards	\$1,902.50	\$2,036.25	Fixed	7/1/23
	16	30 Cubic Yards	\$2,283.00	\$2,443.50	Fixed	7/1/23
	16	35 Cubic Yards	\$2,663.50	\$2,850.75	Fixed	7/1/23
	16	40 Cubic Yards	\$3,044.00	\$3,258.00	Fixed	7/1/23
		Debris Box:				
		Rental:				
	16	Daily (after 7 days)	\$17.65	\$18.90	Daily	7/1/23
	16	Monthly	\$536.90	\$574.90	Month	7/1/23

FEE SCHEDULE—UTILITY SERVICES

Exhibit K

State Code § (if any)	MVCC §§ /CP/ Other	Title of Fee	Fiscal Year 2022-23 Adopted	Fiscal Year 2023-24 Recom.	Fee Basis	Effective Date
		Service:				
	16	Cardboard 16 Cubic Yards	\$202.55	\$216.75	Pickup (on-call and regular service)	7/1/23
	16	20 Cubic Yards	\$234.20	\$250.60	Pickup (on-call and regular service)	7/1/23
	16	25 Cubic Yards	\$265.80	\$284.40	Pickup (on-call and regular service)	7/1/23
	16	30 Cubic Yards	\$300.55	\$321.55	Pickup (on-call and regular service)	7/1/23
	16	40 Cubic Yards	\$356.05	\$381.00	Pickup (on-call and regular service)	7/1/23
		Compost or Yard Trimmings				
	16	16 Cubic Yards	\$607.65	\$650.20	Pickup (on-call and regular service)	7/1/23
	16	20 Cubic Yards	\$702.55	\$751.75	Pickup (on-call and regular service)	7/1/23
	16	25 Cubic Yards	\$797.40	\$853.20	Pickup (on-call and regular service)	7/1/23
	16	30 Cubic Yards	\$901.55	\$964.65	Pickup (on-call and regular service)	7/1/23
	16	40 Cubic Yards	\$1,068.15	\$1,142.90	Pickup (on-call and regular service)	7/1/23
		Trash				
	16	8 Cubic Yards (rock box only)	\$771.65	\$825.70	Pickup (on-call and regular service)	7/1/23
	16	16 Cubic Yards	\$810.15	\$866.90	Pickup (on-call and regular service)	7/1/23
	16	20 Cubic Yards	\$936.70	\$1,002.30	Pickup (on-call and regular service)	7/1/23
	16	25 Cubic Yards	\$1,063.15	\$1,137.60	Pickup (on-call and regular service)	7/1/23
	16	30 Cubic Yards	\$1,202.05	\$1,286.20	Pickup (on-call and regular service)	7/1/23
	16	40 Cubic Yards	\$1,424.15	\$1,523.85	Pickup (on-call and regular service)	7/1/23
		Extra Collection Services:				
	16	Return Trip Fee	\$20.00	\$21.00	Per Trip	7/1/23
		Wastewater Service:				
	35.35	Base Commercial	\$6.58/unit (748 gallons) or fraction thereof of water consumed (\$46.06 min.)	\$6.98/unit (748 gallons) or fraction thereof of water consumed (\$48.86 min.)	Quantity	7/1/23

FEE SCHEDULE—UTILITY SERVICES

Exhibit K

State Code § (if any)	MVCC §§ /CP/ Other	Title of Fee	Fiscal Year 2022-23 Adopted	Fiscal Year 2023-24 Recom.	Fee Basis	Effective Date
	35.35	Commercial/Industrial, Chemical, Groundwater, Liquid Waste	\$11.19/unit (1.7 x base) (748 gallons) or fraction thereof of water consumed (\$78.33 min.)	\$11.87/unit (1.7 x base) (748 gallons) or fraction thereof of water consumed (\$83.09 min.)	Quantity	7/1/23
	35.35	Restaurant	\$12.83/unit (1.95 x base) (748 gallons) or fraction thereof of water consumed (\$89.81 min.)	\$13.61/unit (1.95 x base) (748 gallons) or fraction thereof of water consumed (\$95.27 min.)	Quantity	7/1/23
	35.35	Single-Family Residence, Duplex, Multiple Dwellings, Mobile Homes, and Trailer Courts	\$50.10	\$53.10	Dwelling Unit/ Month	7/1/23
		<u>Water Service:</u>				
		Backflow Prevention Devices (Commercial, Industrial)				
	35.27	5/8" to 1" meter	\$37.00	\$39.95	Monthly	7/1/23
	35.27	1.5" to 2" meter	\$56.35	\$60.85	Monthly	7/1/23
	35.27	3" meter	\$66.30	\$71.60	Monthly	7/1/23
	35.27	4" meter	\$78.30	\$84.55	Monthly	7/1/23
	35.27	6" meter	\$95.05	\$102.65	Monthly	7/1/23
	35.27	8" to 10" meter	\$116.95	\$126.30	Monthly	7/1/23
		Consumption				
	35.26(a)	Commercial/Nonresidential—Uniform	\$7.94	\$8.58	ccf/month	7/1/23
	35.26	Recycled Water	\$5.31	\$5.58	ccf/month	7/1/23
		Residential—Multi-Family				
	35.26(a)	0 to 2 ccf	\$5.96	\$6.44	ccf/month/dwelling	7/1/23
	35.26(a)	>2 to 7 ccf	\$7.94	\$8.58	ccf/month/dwelling	7/1/23
	35.26(a)	>7 ccf	\$12.70	\$13.73	ccf/month/dwelling	7/1/23
		Residential—Single-Family				
	35.26(a)	0 to 3 ccf	\$5.96	\$6.44	ccf/month/dwelling	7/1/23
	35.26(a)	>3 to 15 ccf	\$7.94	\$8.58	ccf/month/dwelling	7/1/23
	35.26(a)	>15 ccf	\$12.70	\$13.73	ccf/month/dwelling	7/1/23
		<u>Fire Service:</u>				
	35.26(a)	Consumption—Uniform	\$7.94	\$8.58	ccf/month	7/1/23
	35.26(a)	Meter	\$14.83/inch diameter (\$59.32 min.)	\$16.02/inch diameter (\$64.08 min.)	Monthly	7/1/23

FEE SCHEDULE—UTILITY SERVICES

Exhibit K

State Code § (if any)	MVCC §§ /CP/ Other	Title of Fee	Fiscal Year 2022-23 Adopted	Fiscal Year 2023-24 Recom.	Fee Basis	Effective Date
		Meter: Residential—Single-Family Residential—Multi-Family/ Commercial/ Recycled Water/All Other:	\$17.65	\$19.05	Monthly	7/1/23
	35.26(a)	5/8" and 3/4" meters	\$17.65	\$19.05	Monthly	7/1/23
	35.26(a)	1" meter	\$35.30	\$38.10	Monthly	7/1/23
	35.26(a)	1.5" meter	\$70.60	\$76.20	Monthly	7/1/23
	35.26(a)	2" meter	\$112.95	\$121.90	Monthly	7/1/23
	35.26(a)	3" meter	\$211.80	\$228.60	Monthly	7/1/23
	35.26(a)	4" meter	\$353.00	\$381.00	Monthly	7/1/23
	35.26(a)	6" meter	\$706.00	\$762.00	Monthly	7/1/23
	35.26(a)	8" meter	\$1,129.60	\$1,219.20	Monthly	7/1/23
	35.26(a)	10" meter	\$1,694.40	\$1,828.80	Monthly	7/1/23
	35.28	<u>Special Water Service:</u> Hydrant Meter Construction	\$18.19	\$19.65	ccf/month	7/1/23

<sup>1</sup> In accordance with MVCC Section 35.41, the capacity-based charges shall be adjusted annually as part of the City’s annual budget process by the percentage change in the Engineering News Record Construction Cost Index (ENR-CCI) for the previous year.

<sup>2</sup> No Proposition 218 hearing is required for Water and Wastewater rates as those rate increases are within the previously adopted schedule of fees, and pass-through and inflationary adjustments approved at a public hearing June 22, 2021 pursuant to Government Code Section 53756.

NOTE: Bold font indicates language added, and strikethrough indicates language deleted.

Comparison of FY22-23 and FY23-24 Recommended Utility Rates

<b>Single Family</b>	<b>FY22-23</b>	<b>FY23-24</b>	<b>Difference</b>	<b>% Change *</b>
Water (14 units)	\$ 122.87	132.75	9.88	8.0%
Sewer	50.10	53.10	3.00	6.0%
Trash (1 32-gal cart)	<u>39.35</u>	<u>42.10</u>	<u>2.75</u>	7.0%
Total monthly bill:	\$ 212.32	227.95	15.63	7.4%

<b>Multi-Family (4-plex)</b>	<b>FY22-23</b>	<b>FY23-24</b>	<b>Difference</b>	<b>% Change *</b>
Water (30 units)	\$ 249.53	269.63	20.10	8.1%
Sewer	200.40	212.40	12.00	6.0%
Trash (4 32-gal carts)	<u>157.40</u>	<u>168.40</u>	<u>11.00</u>	7.0%
Total monthly bill:	\$ 607.33	650.43	43.10	7.1%

<b>Apartment Complex (120 units)</b>	<b>FY22-23</b>	<b>FY23-24</b>	<b>Difference</b>	<b>% Change *</b>
Water (830 units)	\$ 6,546.30	7,073.35	527.05	8.1%
Sewer	6,012.00	6,372.00	360.00	6.0%
Trash (ten 3 Yd Bins)	<u>4,468.90</u>	<u>4,782.30</u>	<u>313.40</u>	7.0%
Total monthly bill:	\$ 17,027.20	18,227.65	1,200.45	7.1%

<b>Commercial</b>	<b>FY22-23</b>	<b>FY23-24</b>	<b>Difference</b>	<b>% Change *</b>
Water (60 units)	\$ 589.35	636.70	47.35	8.0%
Sewer	394.80	418.80	24.00	6.1%
Trash (one 3 Yd Bin)	<u>408.45</u>	<u>437.10</u>	<u>28.65</u>	7.0%
Total monthly bill:	\$ 1,392.60	1,492.60	100.00	7.2%

\*Note: Due to rounding to the next penny or nickel, actual increase may be slightly higher.  
 These are samples, actual effect is dependent on customer's service level.

## Residential Services - Single Family

	Water (1)	Sewer	Trash (2)	Sample Monthly Bill
<b>Mountain View</b>				
FY 2022-23	\$ 122.87	50.10	39.35	212.32
FY 2023-24	\$ 132.75	53.10	42.10	227.95
% Increase	8.0%	6.0%	7.0%	
<b>Palo Alto</b>				
FY 2022-23	\$ 153.26	44.62	50.07	247.95
FY 2023-24	\$ 161.38	48.64	50.07	260.09
% Increase	5.3%	9.0%	0.0%	
<b>Sunnyvale</b>				
FY 2022-23	\$ 91.35	57.19	36.28	184.82
FY 2023-24	\$ 95.04	62.34	38.46	195.84
% Increase	4.0%	9.0%	6.0%	
<b>Cal Water Rate</b>				
FY 2022-23	\$ 107.01 (3)			
FY 2023-24	\$ 111.29 (4)			
% Increase	4.0%			

(1) Based on 14 units of water plus meter charge. Mountain View's meter charge for single family is for both 5/8 and 3/4 inch meter sizes. Sunnyvale, Palo Alto and Cal Water have separate rates. This comparison uses the lower 5/8 inch meter rate.

(2) Mountain View and Palo Alto based on 32-gallon, Sunnyvale based on 27-gallon. Mountain View has biweekly recycling pick-up; Palo Alto and Sunnyvale have weekly recycling pick-up.

(3) Rate in effect as of 8/1/22.

(4) Rate in effect as of 5/5/23.

Residential Services - Multi-Family (4-plex)

		Water (1)	Sewer	Trash (2)	Sample Monthly Bill
<b>Mountain View</b>					
FY 2022-23	\$	249.53	200.40	157.40	607.33
FY 2023-24	\$	269.63	212.40	168.40	650.43
% Increase		8.1%	6.0%	7.0%	
<b>Palo Alto</b>					
FY 2022-23	\$	328.08	178.48	200.28	706.84
FY 2023-24	\$	345.48	194.56	200.28	740.32
% Increase		5.3%	9.0%	0.0%	
<b>Sunnyvale</b>					
FY 2022-23	\$	244.52	158.36	208.80	611.68
FY 2023-24	\$	254.26	172.60	221.32	648.18
% Increase		4.0%	9.0%	6.0%	

(1) Based on 30 units of water plus meter charge.

(2) Mountain View and Palo Alto based on 32-gallon, Sunnyvale based on a 65-gallon minimum charge. Mountain View has biweekly recycling pick-up; Palo Alto and Sunnyvale have weekly recycling pick-up.

Residential Services - Apartment Complex (120 units)

	Water (1)	Sewer	Trash (2)	Sample Monthly Bill
<b>Mountain View</b>				
FY 2022-23	\$ 6,546.30	6,012.00	4,468.90	17,027.20
FY 2023-24	\$ 7,073.35	6,372.00	4,782.30	18,227.65
% Increase	8.1%	6.0%	7.0%	
<b>Palo Alto</b>				
FY 2022-23	\$ 7,459.93	5,354.40	5,520.11	18,334.44
FY 2023-24	\$ 7,907.76	5,836.80	5,520.11	19,264.67
% Increase	6.0%	9.0%	0.0%	
<b>Sunnyvale</b>				
FY 2022-23	\$ 4,855.06	4,750.80	5,157.32	14,763.18
FY 2023-24	\$ 5,047.60	5,178.00	5,466.78	15,692.38
% Increase	4.0%	9.0%	6.0%	

(1) Based on 830 units of water plus 4" meter charge.

(2) Based on nine 3-yard 1x/week and one 3-yard 2x/week. Mountain View has biweekly recycling pick-up; Palo Alto and Sunnyvale have weekly recycling pick-up.

## Commercial Services

		Water (1)	Sewer	Trash (2)	Sample Monthly Bill
<b>Mountain View</b>					
FY 2022-23	\$	589.35	394.80	408.45	1,392.60
FY 2023-24	\$	636.70	418.80	437.10	1,492.60
% Increase		8.0%	6.1%	7.0%	
<b>Palo Alto</b>					
FY 2022-23	\$	615.82	499.80	504.40	1,620.02
FY 2023-24	\$	649.72	544.80	504.40	1,698.92
% Increase		5.5%	9.0%	0.0%	
<b>Sunnyvale</b>					
FY 2022-23	\$	466.16	364.80	470.29	1,301.25
FY 2023-24	\$	484.69	397.80	498.51	1,381.00
% Increase		4.0%	9.0%	6.0%	

(1) Based on 60 units of water plus 2" meter charge.

(2) Based on one 3-yard 1x/week. Mountain View has biweekly recycling pick-up;  
Palo Alto and Sunnyvale have weekly recycling pick-up.

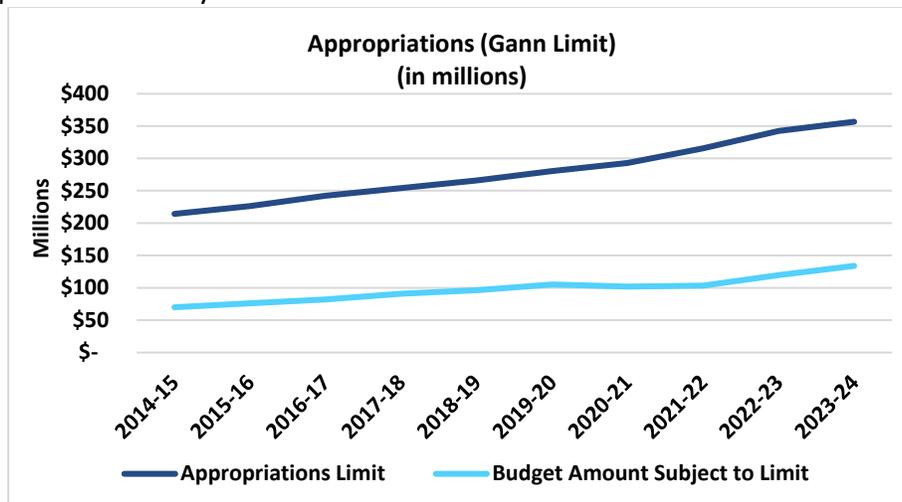
FISCAL YEAR 2023-24  
Calculation of Appropriations Limit

In 1979, the voters of the State of California passed Proposition 4, the Gann spending limit initiative. The initiative establishes and defines annual appropriation limits for state and local government entities and requires the City to adopt an appropriations limit annually. This calculation is intended to limit the annual growth in tax revenues used to fund governmental expenditures in California. Article XIII B was changed with the passage of Proposition 111 on the June 1990 ballot. These changes permit greater flexibility with regard to annually calculating increases in the appropriations limit (Gann Limit) by allowing additional growth factors to be used. The factors permitting the maximum allowable increase in the appropriations limit are chosen for the calculation each fiscal year.

The appropriations limit for FY 2023-24 is \$356,727,282 while the limit for FY 2022-23 was \$342,417,977. The increase from FY 2022-23 is primarily due to a percentage change of 4.44% in state-wide per capita personal income over the prior year. As can be seen below, the City is substantially under its appropriations limit. The difference between the appropriations limit and the appropriations subject to limitation has grown over time as the limit has been substantially increased by the annual adjustment factors. This, combined with the comparatively slower pace of growth in proceeds of taxes over the same time period, has contributed to the amount under the appropriations limit. The City is not expected to reach its Gann Limit in the foreseeable future.

Fiscal Year 2022-23 Limit	\$ 342,417,977
2023 Change in Santa Clara County Population	0.9975
2023-24 Change in California Per Capita Personal Income	<u>1.0444</u>
Fiscal Year 2023-24 Limit	356,727,282
Fiscal Year 2023-24 Budget Amount Subject to Limitation	<u>133,942,950</u>
Amount Under Appropriation Limit	\$ <u><u>222,784,332</u></u>

City's Appropriations History:



## Debt Administration

### **Legal Debt Margin:**

The legal debt margin for the City of Mountain View, California, is calculated using a debt limit of 15 percent of the assessed value of property (excluding tax increment) within the City limits. Computation of the City's legal debt margin as of June 30, 2023 is as follows (dollars in thousands):

Assessed value (net)—June 30, 2023 <sup>(1)</sup>	\$41,049,467
Debt limit: 15 percent of assessed value	6,157,420
Less total bonded debt, general obligation	<u>-0-</u>
 Legal debt margin	 <u>\$ 6,157,420</u>

In 2001 the City was awarded a AAA issuer credit rating (ICR) by Standard and Poor's (S&P), one of the nation's top-ranked independent credit rating agencies. S&P upgraded the City ICR from AA to AAA, the highest credit rating possible, because of a solid and diversified local tax base, the City's low debt burden, high property values and personal income levels, and the expectation of continued strong financial operations by the City. At that time, Mountain View was one of only three California cities to receive the AAA rating from S&P. The AAA ICR was last reaffirmed by S&P in 2014 and has resulted in lower debt costs and savings to the City.

### **Debt Obligations Outstanding:**

As of June 30, 2023, the City is anticipated to have various debt obligations outstanding. These obligations are comprised of the following (dollars in thousands):

#### **City of Mountain View:**

Water Revenue Bonds were issued in 2004 to fund the construction of infrastructure to expand the City's water storage capacity. In 2008 these bonds were upgraded to a AAA underlying credit rating by S&P from AA. The AAA underlying credit rating was last affirmed by S&P in 2018.

The 2018 Wastewater Bank Loan was issued to finance Wastewater infrastructure projects. The proceeds have funded capital projects in Fiscal Years 2018-19, 2019-20, and 2020-21.

<u>Type of Indebtedness</u>	<u>Maturity</u>	<u>Interest Rates</u>	<u>Authorized and Issued</u>	<u>Outstanding as of June 30, 2023</u>
2004 Water Revenue Bonds	2029	3.0%-4.5%	\$9,700	\$3,235
2018 Wastewater Bank Loan	2033	3.36%	\$10,100	\$7,840

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<sup>(1)</sup> Source: Santa Clara County Assessor

Debt Administration  
(Continued)

**Shoreline Regional Park Community:**

The 2018 Revenue Bonds were issued to finance the costs of acquiring and constructing certain public improvements to Shoreline Boulevard and Plymouth Street, including a bicycle/pedestrian overcrossing of U.S. 101, a freeway off-ramp realignment at Shoreline Boulevard, a Shoreline Boulevard reversible bus lane, Plymouth Street construction and Shoreline Boulevard bus lane extension, Shoreline Sailing Lake improvements, and Police/Fire training and classroom facility. These bonds were awarded an A+ underlying credit rating by S&P in 2018.

The 2022 Revenue Bonds were issued to refund the 2011 Revenue Bonds, which were issued to refund the 1996 Tax Allocation Bonds (which were originally issued to fund the acquisition of certain land from the City and to fund road, water, sewer, and other public improvements) and to fund the construction of Fire Station No. 5 Permanente Creek Trail improvements, and the Athletic Field projects, and to fund costs of issuance. The refunding generated a net present value savings of \$1.1 million, or 5.25% of refunded principal. Annual cashflow savings will average approximately \$31,700 in 2023 through 2029 and increase to \$1.8 million in 2040. The Shoreline Community used a private placement instead of a public bond sale for the refunding in order to shorten the time to market in a rising interest rate environment. The 2022 Revenue Bonds are secured by tax increment revenues, derived from the increases in the assessed valuation of taxable property within Shoreline Community’s North Bayshore Area Plan above its 1977-78 base value year. The 2022 Revenue Bonds were issued on parity to the outstanding 2018 Revenue Bonds.

<u>Type of Indebtedness</u>	<u>Maturity</u>	<u>Interest Rates</u>	<u>Authorized and Issued</u>	<u>Outstanding as of June 30, 2023</u>
2018 Revenue Bonds <sup>(1)</sup>	2031 or 2048	3.36%-5.0%	\$63,800	\$62,880
2022 Revenue Bonds	2039	4.83%	\$21,565	\$21,565

(1)

2018 Revenue Bonds	Maturity	Interest Rates	Authorized and Issued
Series A (Tax-Exempt)	2048	5%	53,485
Series B (Federally Taxable)	2031	3.36%-4.24%	10,315

Total long-term debt outstanding is \$95.5 million.

Annual debt service payments by entity for Fiscal Years 2021-22 Audited, 2022-23 Adopted and 2023-24 Recommended can be found on the following pages.

Annual Debt Service Payments by Entity

	<u>2021-22</u> <u>AUDITED</u>	<u>2022-23</u> <u>ADOPTED</u>	<u>2023-24</u> <u>RECOM.</u>
<b>CITY OF MOUNTAIN VIEW</b>			
2004 Water Revenue Bonds			
Principal	\$ 440,000	460,000	480,000
Interest	<u>185,383</u>	<u>170,700</u>	<u>150,575</u>
Total 2004 Water Revenue Bonds	<u>625,383</u>	<u>630,700</u>	<u>630,575</u>
2018 Wastewater Bank Loan			
Principal	560,000	579,000	599,000
Interest	<u>290,718</u>	<u>273,152</u>	<u>253,361</u>
Total 2018 Wastewater Bank Loan	<u>850,718</u>	<u>852,152</u>	<u>852,361</u>
TOTAL City of Mountain View	<u>\$ 1,476,101</u>	<u>1,482,852</u>	<u>1,482,936</u>
<b>SHORELINE REGIONAL PARK COMMUNITY</b>			
2011 Revenue Bonds (Refinanced FY 2022-23)			
Principal	\$ 2,085,000	695,000	0
Interest	<u>1,254,497</u>	<u>1,185,457</u>	<u>0</u>
Total 2011 Revenue Bonds	<u>3,339,497</u>	<u>1,880,457</u>	<u>0</u>
2018 Revenue Bonds			
Principal	0	920,000	950,000
Interest	<u>3,078,700</u>	<u>3,063,481</u>	<u>3,033,324</u>
Total 2018 Revenue Bonds	<u>3,078,700</u>	<u>3,983,481</u>	<u>3,983,324</u>
2022 Refunding Revenue Bonds			
Principal	0	0	1,145,000
Interest	<u>0</u>	<u>0</u>	<u>1,018,938</u>
Total 2022 Refund Bonds	<u>0</u>	<u>0</u>	<u>2,163,938</u>
TOTAL Shoreline Regional Park Community	<u>\$ 6,418,197</u>	<u>5,863,938</u>	<u>6,147,262</u>
<b>TOTAL DEBT SERVICE REQUIREMENTS</b>	<u><b>\$ 7,894,298</b></u>	<u><b>7,346,790</b></u>	<u><b>7,630,198</b></u>

Note: Interest payment includes trustee fees, if applicable.

FISCAL YEAR 2023-24  
Budget Preparation and Review Process

Developing the City’s budget is the process of allocating resources to attain goals and objectives set by City Council and management. The process is constantly evolving to align with public interest and needs, and best practices.

The budget contains the appropriations and financing for all City operating and capital budgets.

The Budget Review Team, which consists of staff in the City Manager’s Office and Finance and Administrative Services Department, work to develop a budget calendar and provide an overview of the process to all departments in October/November of each fiscal year. In November of each fiscal year, all City departments perform a detailed review of their current budgets, goals, and accomplishments and begin preparation of their budget proposals for the upcoming fiscal year, which are submitted in January.

In February, the City Council receives an update on the current fiscal year budget and a preliminary revenue and expenditure forecast. Also in February, budget requests are reviewed by the Budget Review Team, in collaboration with each department. From February through May, the Budget Review Team works with departments to review, refine, and modify goals, accomplishments, initiatives, and projects to support City Council Strategic Priorities. This information is included in the Recommended Budget that is presented to the City Council during the budget study session in early June. Any requested modifications to the Recommended Budget are included in the budget that is adopted later in June and becomes the Adopted Budget.

Below is a condensed timeline for the entire Fiscal Year 2023-24 budget process:

- |                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|---------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| November 2022 –<br>January 2023 | Departments prepare and submit the following for the upcoming fiscal year:<br>(1) budget transmittal letter, non-discretionary increases, discretionary increases, and limited-period requests to the Budget Review Team;<br>(2) reclassification requests to Human Resources and then to the Budget Review Team;<br>(3) capital outlay and equipment replacement requests to the Capital Outlay Review Committee;<br>(4) new and modified performance measure proposals and current fiscal year 6 month actuals;<br>(5) department goals work plan update and new department goals. |
| December 2022                   | The Capital Outlay Review Committee meets with each department and reviews their capital requests.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| January 2023                    | Departments develop and submit preliminary departmental goals.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |

FISCAL YEAR 2023-24  
Budget Preparation and Review Process  
(Continued)

February 2023	The City Manager and Budget Review Team meet with each department to review budget submittals, including capital outlay, department goals and fees.
February 28, 2023	Fiscal Year 2022-23 Midyear Budget Update Report. Initial forecast for upcoming fiscal year prepared and presented to City Council.*
April 3, 2023	City Council study session#1 for presentation and discussion of Proposed Fiscal Year 2023-24, Capital Improvement Program.*
February – May 2023	Budget Review Team works with departments and the City Manager’s office to review, refine, and modify goals/initiatives/projects to support City Council Strategic Priorities.
March – May 2023	Five-Year Financial Forecast updated for upcoming fiscal year. A 5-year financial forecast is prepared annually and a longer range 10-Year Financial Forecast is prepared periodically.
May 9, 2023	City Council study session#2 for presentation and discussion of Proposed Fiscal Year 2023-24 Capital Improvement Program.*
June 13, 2023	City Council Public Hearing for presentation and discussion of the Fiscal Year 2023-24 Recommended Budget. *
June 27, 2023	Proposition 218 public hearing.*  Public hearing and adoption of Fiscal Year 2023-24 budgets, appropriations limit, fee modification (including utility rates), and adoption of Fiscal Year 2023-24 Capital Improvement Program.*
September 2023	Adopted Budget is finalized and posted to the City’s website

This process complies with the procedures required in the City Charter for adoption of the annual budget specifying the annual City budget must be adopted prior to July 1, the beginning of each fiscal year.

\* The public has the opportunity to comment during study sessions and public hearings.

## Financial and Budgetary Policies

The adopted Financial and Budgetary Policy A-11 can be found on the City's Website at the following link and following the below additional information not included in the policy.

<http://laserfiche.mountainview.gov/WebLink/0/doc/220277/Page1.aspx>

### Budget Policies:

All governmental fund-type annual budgets are presented on a modified accrual basis consistent with the general purpose financial statements prepared in accordance with generally accepted accounting principles. Pursuant to Council-adopted financial and budgetary policies, budgets are approved at the fund and department level (legal level of control) and may not be exceeded without City Council approval. Transfers and adjustments between funds, departments or capital projects must be submitted to the City Council for approval. The City Charter requires approval by five votes of the seven-member City Council to amend the budget.

### Budget Adjustments:

Budget adjustments are also required for grants and reimbursed services that were not anticipated or budgeted. Council Policy A-10 "Authorization to Execute City Contracts and Agreements and Increase Certain Limited Appropriations" authorizes the Finance and Administrative Services Director and the City Manager to increase appropriations up to \$20,000 and \$100,000 (indexed to 2011 dollars), respectively, when outside grants or reimbursement revenues have been received to offset expenditures that were not anticipated or budgeted. If the grant or reimbursement is not within the City Manager's level of authorization, a request for an appropriation increase must be submitted to the City Council for approval (five votes required).

Department heads are responsible for managing expenditures within their budget and assuring funds are only expended for properly authorized City expenses. Department heads are also responsible for expending funds consistent with the goals and objectives approved by the City Council.

### Annual Comprehensive Financial Report (ACFR):

The City's ACFR is prepared in accordance with the requirements of Governmental Accounting Standards Board (GASB) Statement No. 34 and provides the government-wide financial statements in addition to the fund financial statements. The accounting and financial reporting treatment applied to the fund financial statements is determined by the measurement focus of the individual fund.

### Basis of Accounting:

Governmental fund types are accounted for using the modified accrual basis of accounting. Revenues are recorded as received or accrued if they are both measurable and available to finance expenditures of the current period. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on long-term debt, which are recorded when paid.

## Financial and Budgetary Policies (Continued)

Proprietary fund types are accounted for using the accrual basis of accounting wherein revenues, unbilled or billed, are recognized in the accounting period in which they are earned, and expenses are recognized in the period liabilities are incurred. For budgetary purposes, capital projects are appropriated for the estimated cost of the total project. These financial uses of funds are not reflected as expenses in the City's financial statements but are capitalized and depreciated in accordance with generally accepted accounting principles.

### Cost Allocation Plan:

The City prepares a cost allocation plan, to identify the costs associated with providing certain services. These indirect charges, noted as General Fund Administration on the fund schedules, reimburses the General Operating Fund for services such as those provided by the City Manager, Human Resources, City Attorney, Payroll, Purchasing, Accounts Payable and Information Technology. The full cost allocation plan delineates the basis of allocation by department which may include the total operating budget, the number of full-time equivalent positions per department, the number of work requests, square footage occupied, number of items processed, number of applicable devices, etc. The City also prepares a cost allocation plan for the Water Fund similar to the General Fund plan.

### Internal Service Funds:

The City also has six internal service funds that provide service to all major funds within the City and, in turn, charge these funds for the cost of providing services. Revenues received for providing services are noted as interfund service charges in the fund schedules.

## CITY COUNCIL POLICY

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SUBJECT: FINANCIAL AND BUDGETARY POLICY

NO.: A-11

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### PURPOSE:

A comprehensive and consistent set of financial and budgetary policies provides a basis for sound financial planning, identifies appropriate directions for service level development, aids budgetary decision making, and serves as an overall framework to guide financial management and operations of the City of Mountain View (City).

This document incorporates existing adopted and informal policies. The formal adoption of financial policies allows for the consistent management of the City's financial resources and avoids the possibility of inconsistent or conflicting policies. These policies will establish criteria to evaluate the City's financial condition and to create a sound financial base for City operations.

A city's adoption of financial policies also promotes public confidence and increases the city's credibility in the eyes of bond rating agencies and potential investors. Such policies also provide the resources to react to potential financial emergencies in a prudent manner.

While these City Council-adopted policies will be amended periodically, the adoption of these policies will bring increased consistency to the management of the City's financial resources while establishing criteria and fiscal goals.

Policies presented here address the following topics:

1. Budget Policies
2. Revenue Policies
3. Expenditure Policies
4. Reserve Policies
5. Capital Improvement Policies
6. Cash Management and Investment Policies
7. Accounting Policies

## CITY COUNCIL POLICY

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SUBJECT: FINANCIAL AND BUDGETARY POLICY

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8. Debt Management Policies

9. Risk Management Policies

### POLICY:

#### 1. Budget Policies

- a. The adopted budget shall serve as the annual financial plan for the City. This financial plan shall include the goals and objectives set by the City Council and the level of services determined by the City Council.
- b. A structurally balanced General Operating Fund budget will be adopted annually, whereby recurring operating expenditures shall not exceed recurring operating revenues.
- c. A midyear budget status report will be presented to the City Council annually.
- d. A budget Study Session will be held annually to review the “Narrative Budget” prior to the submittal of the proposed operating budget to the City Council.
- e. The proposed budget shall be prepared by City staff and submitted to the City Council prior to the budget hearing each fiscal year.
- f. The City Council shall adopt an annual operating budget before the first of July of each fiscal year.
- g. The Finance and Administrative Services Director shall have authority to make minor corrections in compiling the adopted budget.
- h. The City Manager or his/her designee shall have discretion for budget adjustments within a fund and within a department’s operating budget.
- i. All budget adjustments between funds or departments shall be submitted to the City Council for approval.

## CITY COUNCIL POLICY

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SUBJECT: FINANCIAL AND BUDGETARY POLICY

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- j. Performance and workload measures which reflect the effectiveness, efficiency, or workload of departmental operations will be included in the annual budget. The budget should include comparisons of actual performance to a target goal.

### 2. Revenue Policies

- a. The development and maintenance of diversified and reliable revenue streams will be the primary revenue policy of the City. The City will focus its efforts to optimize existing revenue sources while periodically reviewing potential new revenue sources.
- b. Revenues for the General Operating Fund will be forecast for the upcoming budget year and the four subsequent fiscal years.
- c. Revenues will be estimated conservatively using information provided by State and other governmental agencies, trending of historical information, and other relevant information.
- d. Sources of revenues will be evaluated periodically to determine their applicability and relevance to City needs.
- e. Fees and charges for services will be evaluated and, if necessary, adjusted annually. The City's objective in setting fees and charges for services is to achieve a reasonable level of cost recovery for services that are not provided to, or do not benefit, the community as a whole.
- f. Periodic reviews or audits of significant revenue sources will be conducted to determine the accuracy of amounts paid and to monitor developments in the City's revenue base.

### 3. Expenditure Policies

- a. City services and operations will be provided in an efficient manner with the objective of delivering the highest level of service possible at the lowest level of expenditure.
- b. Expenditures for the General Operating Fund will be forecast for the upcoming budget year and the four subsequent fiscal years.

## CITY COUNCIL POLICY

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- c. Expenditures will be estimated conservatively using information provided by State and other governmental agencies, trending of historical information, and other relevant information.
- d. A good internal control structure assuring that only properly authorized expenditures are made will be maintained.
- e. Expenditures will be controlled at the fund and department level and will not exceed appropriations without City Council authorization. Appropriations lapse at the end of the fiscal year to the extent that they have not been expended or encumbered.
- f. Obligations of the City will be recognized when incurred. Encumbrances will be used for outstanding commitments. Encumbrances outstanding at year end will be carried over to the next fiscal year and are automatically reappropriated for inclusion in the next fiscal year's budget.

#### 4. Reserve Policies

The following is a list of reserves currently in place at the time these policies were adopted. City Council has the authority to add or remove reserves as needed at their discretion. Some reserves are only needed for a short period of time. This list will be updated each time the policies are updated. Reserves that affect the financial stability and credit worthiness of the City, such as the General Fund Reserve, will be maintained to the degree financial stability and credit worthiness are unaffected to the greatest extent possible.

- a. The General Fund Reserve, to be funded at a level between 20.0 percent to 25.0 percent of General Operating Fund budgeted expenditures, net of budget savings, shall be used: (1) for City Council-approved expenditures not appropriated during the annual budget process; (2) to cover unanticipated revenue shortfalls; (3) in situations of extreme physical or financial emergency (with the approval of the City Council); (4) to generate ongoing investment earnings; and (5) as a funding source for interfund loans and other loans or advances from the General Fund as approved by City Council. Such loans and advances should accrue interest earnings for the General Operating Fund and include principal repayment to the extent possible.
- b. The General Fund Budget Contingency Reserve shall be used to provide one-time financial resources during uncertain economic conditions. This reserve may be used for such things as the transitioning of positions to be eliminated, the phasing out of

## CITY COUNCIL POLICY

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SUBJECT: FINANCIAL AND BUDGETARY POLICY

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certain expenditures, smoothing of employee benefit changes, or anticipated or unanticipated revenue declines, as approved by City Council.

- c. The General Fund Earned Lease Revenue Reserve shall be used to accumulate the rent from the ground lease of a portion of the City's Charleston East property to Google Inc. (Google). Google prepaid \$30.0 million as rent for the initial approximately 52-year lease term. The intent is for this reserve to accumulate the rent, as it is earned, so that the \$30.0 million principal balance will be available at the end of the initial lease term.
- d. The General Fund Transportation Reserve shall be used for the purpose of major priority transportation projects to mitigate traffic congestion, improve infrastructure, and meet the needs of the City, as authorized by the City Council.
- e. The General Fund Capital Improvement Reserve, to be funded with a goal of a minimum balance of \$5,000,000, shall be used for the funding of unanticipated priority capital improvement projects authorized by the City Council. To the extent possible, General Operating Fund carryovers remaining from the end of the fiscal year, not designated for other reserve purposes, may be applied to this Reserve.
- f. The General Fund Open Space Acquisition Reserve shall be used for the purpose of acquiring open space to meet the needs of the City and as authorized by the City Council. Proceeds from excess City-owned properties shall fund this Reserve as directed by City Council.
- g. The General Fund Strategic Property Acquisition Reserve shall be used for the purpose of setting aside specific funds for the City to use for the acquisition of strategic property(ies).
- h. The General Fund Property Management Reserve shall be used to provide a source of funds for obligations which could arise from the City's leasing of property, including legal services, certain responsibilities identified in land leases, environmental testing, or other costs normally incurred by a lessor.
- i. The Graham Site Maintenance Reserve shall be used to fund the maintenance obligations, per the agreement with the school district, of the Graham Sports Complex, including the playing field at Graham Middle School beneath which the City has a reservoir.

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- j. The Compensated Absences Reserve shall fund the disbursements of terminated or retired employees for accrued vacation and sick leave or other accrued leave as applicable. This Reserve shall be funded at a minimum of 80.0 percent of the accrued liabilities of the City for compensated absences such as vacation and vested sick leave.
- k. The Equipment Replacement Reserve shall be maintained to fund the replacement of capital equipment. The financial objectives of this fund is to permit the budgeting of level annual amounts for capital equipment replacement while utilizing this fund's reserves to absorb the cash flow variations caused by the timing of asset replacements. Major categories of capital assets (e.g., vehicles, information technology equipment, Police and Fire radios, CAD/RMS system hardware and Communications Center furniture and equipment, etc.) are included in this Reserve. Appropriations for this fund will be requested in the annual budget. It is policy direction that capital assets not be replaced before the end of their useful life unless justified by operating necessity.
- l. The Workers' Compensation Self-Insurance Reserve shall be maintained at a level deemed adequate to meet projected liabilities as determined by an actuarial valuation to be conducted at least once every three years. This reserve may also be used for the backfill of public safety positions out on Workers' Compensation up to Two Hundred Thousand Dollars (\$200,000) annually. In addition to projected liabilities, the reserve balance shall include at a minimum the provision for two catastrophic losses at the City's current level of self-insured retention.
- m. The Liability Self-Insurance Reserve shall be maintained at a minimum level of \$2.0 million plus an amount deemed appropriate to cover expected claim settlements for the current fiscal year.
- n. The Unemployment Self-Insurance Reserve will be reviewed annually and maintained at a level adequate to meet estimated unemployment liabilities.
- o. The Employee Benefits Plan (Prescription/Vision) Reserve will be reviewed annually and maintained at a level adequate to meet estimated benefit liabilities.
- p. The Retirees' Health Insurance Program Reserve will be accounted for in accordance with Generally Accepted Accounting Principles (GAAP) which includes a periodic actuarial evaluation of the City's liability and for each fund to contribute, to the extent

## CITY COUNCIL POLICY

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possible, its Annual Required Contribution (ARC). In addition, to the extent possible, payments toward the Unfunded Actuarial Accrued Liability (UAAL) shall be made. This Reserve may be held with a third-party trustee for the benefit of the retirees.

- q. The Shoreline Regional Park Community shall maintain reserves as follows:
  - (1) General Reserve shall be maintained at 25 percent of operating expenditures.
  - (2) Sea Level Rise Reserve shall be incrementally increased to accumulate approximately \$30 million in funds for projects identified in the Shoreline Sea Level Rise Study.
  - (3) Landfill Reserve shall be incrementally increased to accumulate funds to rebuild the landfill system. The Landfill Master Plan identified a need for a \$12 million reserve to rebuild the landfill system in case of a catastrophic event.
  
- r. The Water Fund Reserve shall be maintained as follows:
  - (1) Minimum 10 percent of operating budget for emergencies.
  - (2) Minimum 5 percent of operating budget for contingencies.
  - (3) Goal of 10 percent of operating budget for rate stabilization.
  - (4) Goal for capital improvements which averages the amount budgeted for annual maintenance capital improvement projects over the prior three to five fiscal years.

The purpose of the rate stabilization funds is to buffer any significant changes in revenues or expenses. Use of the rate stabilization funds is allowed to gradually or incrementally change rates in any fiscal year to lessen the impact of an otherwise significant rate change. The funds are to be adjusted in following fiscal years to meet the 10 percent guideline.

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- s. The Wastewater Fund Reserve shall be maintained as follows:
- (1) Minimum 10 percent of operating budget for emergencies.
  - (2) Minimum 5 percent of operating budget for contingencies.
  - (3) Goal of 10 percent of operating budget for rate stabilization.
  - (4) Goal for capital improvements which averages the amount budgeted for annual maintenance capital improvement projects over the prior three to five fiscal years.

The purpose of the rate stabilization funds is to buffer any significant changes in revenues or expenses. Use of the rate stabilization funds is allowed to gradually or incrementally change rates in any fiscal year to lessen the impact of an otherwise significant rate change. The funds are to be adjusted in following fiscal years to meet the 10 percent guideline.

- t. The Solid Waste Fund Reserve shall be maintained as follows:
- (1) Minimum 10 percent of operating budget for emergencies.
  - (2) Minimum 5 percent of operating budget for contingencies.
  - (3) Goal of 10 percent of operating budget for rate stabilization.
  - (4) Required Financial Assurance Mechanisms (FAMs) if applicable.

The purpose of the rate stabilization funds is to buffer any significant changes in revenues or expenses. Use of the rate stabilization funds is allowed to gradually or incrementally change rates in any fiscal year to lessen the impact of an otherwise significant rate change. The funds are to be adjusted in following fiscal years to meet the 10 percent guideline.

### 5. Capital Improvement Policies

- a. A five-year comprehensive Capital Improvement Program (CIP), identifying proposed major construction projects, capital equipment outlays, land acquisition, and other

## CITY COUNCIL POLICY

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- capital improvement expenditures, and providing an analysis of the estimated funding available and necessary to fund these projects, shall be prepared biennially and presented to the City Council for approval. In the years when a five-year CIP is not prepared, capital projects for a single year will be presented to City Council for approval.
- b. The CIP shall identify all proposed projects to be initiated during the five-year period.
  - c. The first year of the CIP and single-year capital projects shall be appropriated with the annual budget. The appropriations for each project are ongoing until project completion, project cancellation, or amendment.
  - d. The first year of the CIP and single-year capital projects shall only include those projects which can reasonably be accomplished or substantially started within the fiscal year.
  - e. Recurring annual projects shall be closed out at the end of the fiscal year or as soon as all related expenditures have been paid.
  - f. Capital projects will be reviewed on an annual basis for amendments or potential closure/cancellation.
  - g. A list of unscheduled projects (projects not included in the five-year period) will be identified in the CIP as an indication of potential future projects.
  - h. Future potential ongoing operating costs associated with a project will be identified with the project in the CIP.
6. Cash Management and Investment Policies
- a. The City will follow modern cash management practices that require active revenue oversight, prompt collection, deposit, and investment of all funds and cash flow management which maximizes the amount of invested cash balanced with the timely payment of obligations.

## CITY COUNCIL POLICY

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- b. The City will invest all funds in accordance with the City Council Investment Policy B-2 (Investment Policy) based on the following criteria:
  - (1) Safety of investment.
  - (2) Maintenance of sufficient liquidity to meet cash flow needs.
  - (3) Attainment of a market rate of return consistent with the requirements of the Investment Policy.
- c. The City shall conduct all of its investment activities in accordance with the California Government Code Section 53600 and the Investment Policy.
- d. The Investment Policy shall be updated as necessary and approved by the City Council.
- e. A complete report on the City's investment portfolio shall be presented to the City Council on a regular basis.
- f. A cash flow analysis shall be prepared on a monthly basis in order to estimate the amount of funds available for investment.

### 7. Accounting Policies

- a. A financial accounting system adequate to provide management information and meet reporting requirements shall be maintained.
- b. A system of effective internal controls will be maintained that assures only properly authorized expenditures, recordings of financial transactions, and accounting entries are executed.
- c. Financial reports shall be prepared and presented to the City Council on a regular basis.
- d. The City's financial records will be audited annually by an independent accounting firm as required by the City Charter.

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- e. A Comprehensive Annual Financial Report (CAFR) shall be prepared each year within six months of the close of the previous fiscal year. The CAFR will be presented to the City Council in a Study Session in accordance with Council Policy B-6.
- f. The CAFR shall be prepared in accordance with generally accepted accounting principles applicable to local governments.
- g. The “Management Letter” presented by the City’s independent accounting firm will be presented, with City staff’s comments if applicable, to the City Council.

### 8. Debt Management Policies

These Debt Management Policies are the debt management policies for the City of Mountain View, Mountain View Shoreline Regional Park Community, City of Mountain View Capital Improvement Financing Authority, and any other entity for which the City Council acts as legislative body, and the term “City” shall refer to each of such entities.

When used in these Debt Management Policies, “debt” refers to all forms of indebtedness and financing lease obligations.

These Debt Management Policies are intended to comply with California Government Code Section 8855 (i).

- a. Long-term borrowing will be restricted to the funding of capital improvement projects and equipment. The use of long-term borrowing for ongoing operations shall be avoided.
- b. Short-term debt may be issued to provide financing for the City’s operational cash flows in order to maintain a steady and even cash flow balance. Short-term debt may also be used to finance short-lived capital projects; for example, the City may undertake lease-purchase financing for equipment.
- c. The City may also find it beneficial to issue debt on behalf of other governmental agencies or private third parties in order to further the public purposes of the City. In such cases, the City shall take reasonable steps to confirm the financial feasibility of the project to be financed and the financial solvency of any borrower and that the issuance of such debt is consistent with the policies set forth herein.

## CITY COUNCIL POLICY

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- d. The term of the debt shall not exceed the expected useful life of the capital improvement project or equipment.
- e. Debt obligations will be met in a timely and efficient manner.
- f. The City will comply with all debt covenants.
- g. Good communications with bond rating agencies about its financial condition will be maintained.
- h. The City will not exceed its legal debt margin limit of 15 percent of assessed value of property within the City limits.
- i. Refunding techniques will be used where appropriate to allow for the restructuring of its current outstanding debt to remove or change restrictive covenants, and/or to reduce annual debt service in an amount sufficient to justify the costs of the refunding/reissuance.
- j. The City will comply with the postissuance policies and procedures specified in the tax certificate for any tax-exempt debt.
- k. Types of Debt: The following types of debt are allowable under these Debt Management Policies:
  - General obligation bonds
  - Bond or grant anticipation notes
  - Lease revenue bonds, certificates of participation, and lease-purchase transactions
  - Other revenue bonds and certificates of participation
  - Tax and revenue anticipation notes
  - Land-secured financings, such as special tax revenue bonds issued under the Mello-Roos Community Facilities Act of 1982, as amended, and limited obligation bonds issued under applicable assessment statutes

## CITY COUNCIL POLICY

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- Tax increment financing to the extent permitted under State law
- Conduit financings, such as financings for affordable rental housing and qualified 501(c)(3) organizations

The City may, from time to time, find that other forms of debt would be beneficial to further its public purposes and may approve such debt without an amendment of these Debt Management Policies.

Debt shall be issued as fixed-rate debt unless the City makes a specific determination that a variable rate issue would be beneficial to the City in a specific circumstance.

i. Relationship of Debt to Capital Improvement Program and Budget

The City is committed to long-term capital planning. The City intends to issue debt for the purposes stated in these Debt Management Policies and to implement policy decisions incorporated in the City's capital budget and the capital improvement plan.

The City shall integrate its debt issuances with the goals of its capital improvement program by timing the issuance of debt to ensure that projects are available when needed in furtherance of the City's public purposes.

The City shall seek to issue debt in a timely manner to avoid having to make unplanned expenditures for capital improvements or equipment from its General Fund.

m. Policy Goals Related to Planning Goals and Objectives

The City intends to issue debt for the purposes stated in these Debt Management Policies, General Plan, Precise Plans, and other planning policy documents and to implement policy decisions incorporated in the City's Capital Improvement Program and annual operating budget.

n. Internal Control Procedures

It is the policy of the City to ensure that proceeds of debt are spent only on lawful and intended uses. Whenever reasonably possible, proceeds of debt will be held by a third-party trustee and the City will submit written requisitions for such proceeds. The

## CITY COUNCIL POLICY

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City will submit a requisition only after obtaining the signature of the Finance and Administrative Services Director. In those cases where it is not reasonably possible for the proceeds of debt to be held by a third-party trustee, the Finance and Administrative Services Director shall retain records of all expenditures of proceeds. The Finance and Administrative Services Director shall retain records of expenditures for the period ending on the later of: (a) the final payment of the debt; and (b) the period specified in the tax certificate for tax-exempt debt.

o. Disclosure Policies and Procedures

- (1) These Disclosure Policies and Procedures are intended to ensure that the City is in compliance with all applicable Federal and State securities laws.
- (2) Review of Official Statements.
  - (a) The Finance and Administrative Services Director of the City shall review any Official Statement prepared in connection with any debt issuance by the City in order to ensure that there are no misstatements or omissions of material information in any sections that contain descriptions of information prepared by the City.
  - (b) In connection with its review of the Official Statement, the Finance and Administrative Services Director shall consult with third parties, including outside professionals assisting the City, and all members of City staff, to the extent that the Finance and Administrative Services Director concludes they should be consulted so that the Official Statement will include all “material” information (as defined for purposes of Federal securities law).
  - (c) As part of the review process, the Finance and Administrative Services Director shall submit all Official Statements to the City Council for approval. The cover letter used by the Finance and Administrative Services Director to submit the Official Statements shall briefly summarize the responsibilities of the City Council under Federal securities laws and identify the key sections of the Official Statement.
  - (d) The approval of an Official Statement by the City Council shall be placed on the agenda as a new business matter and shall not be approved as a consent item. The City Council shall undertake such review as deemed

## CITY COUNCIL POLICY

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necessary by the City Council, following consultation with the Finance and Administrative Services Director, to fulfill the City Council's responsibilities under applicable Federal and State securities laws. In this regard, the Finance and Administrative Services Director shall consult with the City's Disclosure Counsel to the extent the Finance and Administrative Services Director considers appropriate.

- (3) Continuing Disclosure.
  - (a) Under the continuing disclosure undertakings that the City has entered into in connection with its debt offerings, the City is required each year to file annual reports with the Municipal Securities Rulemaking Board's Electronic Municipal Market Access ("EMMA") system in accordance with such undertakings. Such annual reports are required to include certain updated financial and operating information, and the City's audited financial statements.
  - (b) The City is also required under its continuing disclosure undertakings to file notices of certain events with EMMA.
  - (c) The Finance and Administrative Services Director is responsible for establishing a system (which may involve the retention or one or more consultants) by which:
    - 1.) The City will make the annual filings required by its continuing disclosure undertakings on a complete and timely basis; and
    - 2.) The City will file notices of enumerated events on a timely basis.
- (4) Whenever the City makes statements or releases information relating to its finances to the public that are reasonably expected to reach investors and the trading markets, the City is obligated to ensure that such statements and information are complete, true, and accurate in all material respects.

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(5) Training.

- (a) The Finance and Administrative Services Director shall ensure that the members of the City staff involved in the initial or continuing disclosure process and the City Council are properly trained to understand and perform their responsibilities.
- (b) The Finance and Administrative Services Director shall arrange for disclosure training sessions conducted by the City's Disclosure Counsel. Such training sessions shall include education on these Disclosure Policies and Procedures, the City's disclosure obligations under applicable Federal and State securities laws, and the disclosure responsibilities and potential liabilities of members of the City's staff and members of the City Council. Such training sessions may be conducted using a recorded presentation.

9. Risk Management Policies

- a. The City will maintain an appropriate level of funding or insurance coverage for exposure to risks of financial loss through self-insurance, partial self-insurance, commercial insurance, or pooled insurance with other agencies, whichever form is the most cost-effective in the long term. If self-insuring, stop loss insurance or pooled insurance should be acquired in order to minimize the amount of self-insured retention, or financial responsibility, at the lowest level that is cost effective. The form of insurance employed for different risks shall be periodically evaluated.
- b. City property shall be appropriately insured or self-insured to cover the City's losses through theft, destruction, fire, and other insurable perils.
- c. All liability-type losses and claims that occur with predictable frequency and which will not have a significant adverse impact on the City's financial position shall be self-insured to an appropriate level.
- d. An annual analysis shall be made of all insurance and self-insurance to monitor and compare costs.

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- e. The City shall be self-insured for unemployment benefits.
- f. Workers' Compensation shall be insured or self-insured to an appropriate level and the program carried out according to State laws with the intent to care for the injured and preclude abuse to the extent allowable by law.

Revised: June 12, 2018 Resolution No.18220

Revised: June 13, 2017, Resolution No. 18147

Revised: March 27, 2007, Resolution No. 17191

Effective Date: December 13, 1976, Resolution No. 11280

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**SHORELINE  
REGIONAL PARK  
COMMUNITY**

## Mountain View Shoreline Regional Park Community Special District

### *Shoreline Community Legislation, Governance, and Obligations*

The Mountain View Shoreline Regional Park Community (Shoreline Community) Special District was formed in 1969 pursuant to Chapter 1109 of the 1969 Regular Session Laws of the California Legislature, known as the Shoreline Regional Park Community Act (the Act). In cooperation with the County of Santa Clara (County) and the United States Department of the Interior, the Act also designated approximately 544 acres within the Shoreline Community to be utilized as a regional park and recreation facility. An express purpose of the Act is to provide a governmental agency to own, operate, and administer the park known as Shoreline at Mountain View (the Park). This action was taken in recognition of the critical shortage of high-density, intensive recreation land in the San Francisco-Oakland and San Jose urban areas and the need to preserve wildlife and marine life habitats and open space in the San Francisco Bay tide and marsh lands. The Park was ultimately established in 1983 on 750 acres.

The Act further stipulates that the Shoreline Community is created to:

- a. Contribute to better living conditions through improved overall community design;
- b. Make substantial contributions to the sound and economic growth of the area;
- c. Provide needed additions to the general housing supply;
- d. Provide opportunities for innovation in housing and community development technology and land use planning;
- e. Enlarge housing, employment, and investment opportunities;
- f. Encourage a diversified local homebuilding industry; and
- g. Provide a suitable environment to a significant public recreational facility, which is the Park.

In addition, the City of Mountain View, acting in its fiduciary capacity as the Shoreline Regional Park Community, is charged with the administration and management of 439 acres of buried refuse within a 650-acre closed regulated landfill in and around the Shoreline Community. The City is required to maintain the landfill and mitigate environmental hazards until the landfill is no longer a threat to human health, safety, and the environment. It is currently estimated that the remaining maintenance period is 30 years. The total estimated cost of remaining capital projects is \$19 million.

The Shoreline Community is a low-lying area that is currently subject to flooding due to stormwater runoff and high tides. As such, the City has developed a program of sea level rise

capital improvement projects in response to the existing and anticipated future flood vulnerability at the northern part of the City, including areas south of U.S. 101. The 2021 Shoreline Sea Level Rise Study identified sea level rise projects costing \$122 million in year-of-construction dollars.

To accomplish the intent of the Shoreline Community State Legislation, related to the development of needed housing, significant infrastructure improvements will be required in the Shoreline Community. To guide the land-use and development decision-making process of the Shoreline Community, the North Bayshore Precise Plan (Precise Plan) was adopted. The Precise Plan envisions the creation of complete neighborhoods and encourages blending residential, commercial, and office uses with services, open space, and transportation options for residents and area employees. Priority projects include the development of active transportation to convey pedestrians and bicyclists to and through the area and street improvements to eliminate bottlenecks and increase roadway efficiency. The North Bayshore Circulation Study, completed in 2021, estimated total cost for the 5-, 10-, and 20-year priority transportation improvements is approximately \$487 million. Of this amount, \$140 million is already funded, and \$132 million is anticipated in impact fees and community benefits paid by developers. This leaves an unfunded balance of \$215 million needed from the Shoreline Community.

#### *Shoreline Community Revenues, Fund Structure, and Legal Obligations*

In accordance with the Act, all tax revenues received by the Shoreline Community are deposited into a special fund and used to pay the principal of and interest on loans, advances, and other indebtedness of the Shoreline Community. The Act prescribes the powers of the Shoreline Community, including the construction and replacement of the infrastructure needed to serve the Shoreline Community, such as streets, curbs, gutters, parking lots, sidewalks, water and sewer services, lighting, waste disposal, power and communications, housing, and levees as well as operations and maintenance of Shoreline at Mountain View.

The Shoreline Community is a separate legal entity with its own budget and financial statements but is considered a blended component unit of the City, and financial activities are reported with the City's financial documents. A separate budget for the Shoreline Community is adopted by the Board of the Shoreline Community.

The primary source of revenues for the Shoreline Community is property taxes. The assessed value of taxable property within the Shoreline Community was frozen in 1977 at \$33.9 million. The revenue generated from the Shoreline Community is a 1.0% levy assessed on the incremental taxable value of real and personal property located within the Shoreline Community. The assessed value of secured real property that does not experience a change in ownership or is not subject to new construction is adjusted annually at a rate not to exceed the California Consumer Price Index (CCPI) or 2.0%, whichever is lower. However, if a property changes ownership, it is reassessed at the current market value, and new construction is initially valued at the cost of the construction. Unsecured tax on personal property, such as computers and other equipment, is assessed on the value of the property as reported annually to the County by the owning business.

The Shoreline Community has established the following primary initial funds and may create additional funds and change the fund structure from time to time as it deems necessary to effect the purposes of the Act.

Shoreline Regional Park Community Special Fund: In accordance with the Act, all tax revenues received by the Shoreline Community will be deposited into a special fund called the Shoreline Regional Park Community Special Fund (Special Fund). The moneys in the Special Fund will be used to pay the principal of and interest on loans, advances, or other indebtedness of the Shoreline Community.

Shoreline Regional Park Community Fund: The Shoreline Regional Park Community Fund (Shoreline Community Fund) shall serve as the Shoreline Community Administrative Fund per Section 107 of the Act. Moneys may be transferred from the Special Fund for deposit into the Shoreline Community Fund to pay the administrative expenses and overhead of the Shoreline Community.

In addition to the initial primary funds, the Shoreline Community has established debt service funds associated with the 2018 and 2022 Revenue Bonds, as described in the Shoreline Community Outstanding Bond Obligations section.

In addition to the aforementioned fund structure, the following reserves have been established in accordance with the intent of Sections 43, 49, 52, and 107 of the Act. The reserves may be maintained in the Shoreline Community Fund, and the funding policies described below may be revised following future studies or in response to governmental regulations.

General Reserve: The General Reserve must be equal to twenty-five percent (25%) of the Shoreline Community's operating expenditures. The purpose of the reserve is to cover three (3) months of operating expenses for the coming fiscal year in advance of annual property tax distributions and to cover any unanticipated expenditures, revenue shortfalls, situations of extreme physical or financial emergency, and advances from the City.

Sea Level Rise Reserve: The City and the Shoreline Community approved the creation of a Sea Level Rise Reserve, which was established in Fiscal Year 2018-19. The Shoreline Community is to contribute \$3 million annually to this reserve until approximately \$30 million in funds is accumulated for projects identified in sea level rise studies.

Landfill Reserve: In Fiscal Year 2013-14, the Shoreline Community and the City approved the creation of the Shoreline Community Landfill Reserve. The Shoreline Community Landfill Reserve was established for the future funding requirements for the operation and maintenance of the Shoreline landfills through 2042. The reserve was established at \$12 million to be funded in \$1 million increments annually.

Site Contamination Reserve: In Fiscal Year 2021-22, the Shoreline Community and the City approved the creation of the Shoreline Community Site Contamination Reserve. The Shoreline Community Site Contamination Reserve was established to pay future obligations related to site contamination.

It is anticipated that additional reserves will be needed to provide for increased mitigation and inflation as the Sea Level Rise Study and Landfill Master Plan are periodically updated.

#### *Shoreline Community Fiscal Year 2023-24 Finances*

For Fiscal Year 2023-24, operating revenues are projected at \$68.2 million, \$9.5 million higher than the Fiscal Year 2022-23 Adopted. This is primarily due to higher property tax revenues. It is important to note that Assessed Value in the Shoreline Community can be significantly impacted by economic conditions. Operating expenditures are recommended at \$37.8 million, \$2.5 million higher than Fiscal Year 2022-23 Adopted, primarily due to payments to the County and school districts increasing by \$1.6 million. Ongoing changes of \$72,000 are included as well as limited-period expenditures of \$226,000. In addition, there is a \$55,000 transfer to the Compensated Absences Reserve, a CalPERS contribution of \$71,000 proportionate to the General Operating Fund share, and capital projects of \$22.1 million, of which \$14.6 million is funded from the Development Impact Fee and \$1.5 million is funded from the Sea Level Rise Reserve.

The General Reserve, based on 25.0% of operating expenditures (similar to other reserves) net of intergovernmental payments, is \$5.6 million; a new Site Contamination Reserve for expected clean-up obligations is \$5.0 million; the Landfill Reserve is increasing from \$11.0 million to \$12.0 million (incrementally increased in case of a catastrophic event); the Sea Level Rise Reserve is increasing \$3.0 million (as part of a plan to fund \$3.0 million annually for 10 years); and the Development Impact Fee Reserve is estimated at \$212,000. After meeting policy reserve requirements, the remaining ending balance available is projected to be \$57.6 million. It should be noted that remaining reserve balances are obligated for current and future funding requirements of the Shoreline Community referenced in the prior section.

Under the Act, all local taxing agencies receive their proportional share of property taxes from the frozen base. Subsequent agreements between the Shoreline Community, Mountain View Whisman School District (MVWSD), and Mountain View Los Altos Union High School District (MVLAUHSD) and between the Shoreline Community and the County of Santa Clara have provided for additional payments from the Shoreline Community and are discussed below.

#### *School District and County Agreements*

On June 30, 2013, the Shoreline Community entered into an Education Enhancement Reserve Joint Powers Agreement (EER Agreement) with the districts, effective July 1, 2013, for a period of 10 years, superseding prior agreements dating back to the first such agreement in 2006. The purpose of the EER Agreement is to create an Education Enhancement Reserve in which funds provided by the Shoreline Community are used to enhance the educational and technology

capacity of students in the districts, which will contribute to the availability of a local technology workforce to further the objectives of the Shoreline Community. The EER Agreement provides for minimum annual payments, which commenced with the fiscal year ended June 30, 2014, and have increased annually based on the growth in property tax revenues in the preceding fiscal year. For the fiscal year ended June 30, 2023, the Shoreline Community paid a total of \$8.8 million in contributions to the districts.

Since the EER Agreement expires in June 2023, the Shoreline Community and school districts are currently negotiating a successor agreement which could alter future payments to the districts and impact the financial condition of this fund.

Pursuant to an agreement between the City, the Shoreline Community, and the County dated June 22, 2005, the Shoreline Community is annually obligated to pay the County from tax revenues an amount equal to the County's total retirement tax override levies and pass-through an additional amount of taxes. For the fiscal year ended June 30, 2023, \$2.2 million and \$2.7 million in retirement tax override levies and pass-through payments, respectively, were paid to the County.

#### *Shoreline Community Outstanding Bond Obligations*

The Act authorizes the Shoreline Community to issue bonds for any of its corporate purposes. Any obligation of the Shoreline Community to make payments with tax revenues shall be subordinate to the payment of debt service on bonds. As of June 30, 2023, the Shoreline Community is anticipated to have the following debt obligations outstanding (dollars in thousands):

- The 2018 Revenue Bonds were issued to finance the costs of acquiring and constructing certain public improvements to Shoreline Boulevard and Plymouth Street, including a bicycle/pedestrian overcrossing of U.S. 101, a freeway off-ramp realignment at Shoreline Boulevard, a Shoreline Boulevard reversible bus lane, Plymouth Street construction and Shoreline Boulevard bus lane extension, Shoreline Sailing Lake improvements, and Police/Fire training and classroom facility. These bonds were awarded an "A+" underlying credit rating by S&P in 2018.
- The 2022 Revenue Bonds were issued to refund the 2011 Revenue Bonds, which were issued to refund the 1996 Tax Allocation Bonds (which were originally issued to fund the acquisition of certain land from the City and to fund road, water, sewer, and other public improvements) and to fund the construction of Fire Station No. 5 Permanente Creek Trail improvements, the Athletic Field projects, and to fund costs of issuance. The refunding generated a net present value savings of \$1.1 million, or 5.25% of refunded principal. Annual cash-flow savings will average approximately \$31,700 in 2023 through 2029 and increase to \$1.8 million in 2040. The Shoreline Community used a private placement instead of a public bond sale for the refunding in order to shorten the time to market in a rising interest rate environment. The 2022 Revenue Bonds are secured by tax increment

revenues, derived from the increases in the assessed valuation of taxable property within the Shoreline Community's North Bayshore Area Plan above its 1977-78 base value year. The 2022 Revenue Bonds were issued on parity to the outstanding 2018 Revenue Bonds.

<u>Type of Indebtedness</u>	<u>Maturity</u>	<u>Interest Rates</u>	<u>Authorized and Issued (in 000's)</u>	<u>Outstanding as of June 30, 2023 (in 000's)</u>
2018 Revenue Bonds <sup>(1)</sup>	2031 or 2048	3.36% to 5.00%	\$63,800	\$62,880
2022 Revenue Bonds	2039	4.83%	\$21,565	\$21,565

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<sup>(1)</sup> 2018 Revenue Bonds	Maturity	Interest Rates	Authorized and Issued
Series A (Tax-Exempt)	2048	5%	53,485
Series B (Federally Taxable)	2031	3.36% to 4.24%	10,315

It should be noted that, given the extensive outstanding infrastructure improvements necessary to fulfill the housing requirements and protect the Shoreline Community, additional bonding will be necessary in the future.

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SHORELINE REGIONAL PARK COMMUNITY FUND

Statement of Revenues, Expenditures and Balances

	Audited Actual <u>2021-22</u>	Adopted Budget <u>2022-23</u>	Estimated <u>2022-23</u>	Recom. Budget <u>2023-24</u>
Revenues and Sources of Funds:				
Property Taxes	\$ 55,485,910	56,777,200	61,312,500	64,557,300
Investment Earnings	1,573,472	1,462,000	2,374,897	3,272,100
Invest Earn on Dev Imp Fees	155,782	0	483,000	0
Rents & Leases	297,612	359,000	292,000	304,000
Development Impact Fees	14,427,765	0	0	0
Other Revenues	129,030	95,000	129,620	95,000
Capital Projects Refunds	58,757	0	0	0
Bond Proceeds and Interest	45,851	0	266,300	0
Total	<u>72,174,179</u>	<u>58,693,200</u>	<u>64,858,317</u>	<u>68,228,400</u>
Expenditures and Uses of Funds:				
Operations	5,569,883	7,441,642	6,434,760	7,903,921
Intergovernmental Payments	13,142,649	13,768,000	14,212,668	15,382,000
Capital Projects	11,383,000	13,367,000	19,001,000	7,482,000
Capital Projects from Fees	2,790,000	0	385,000	14,627,000
Capital Projects from Bond Proceeds	733,000	0	0	0
General Fund Administration	7,879,000	7,957,800	7,957,800	8,037,400
Water Fund Administration	65,000	65,700	65,700	66,400
2011 Revenue Bonds	3,336,954	1,880,457	696,525	0
2018 Revenue Bonds	3,078,697	3,983,481	3,983,480	3,983,324
2022 Refund Bonds	0	0	199,638	2,163,938
Self Insurance	109,550	140,360	140,360	191,870
Transfer to Comp Absences Res	89,000	140,000	140,000	55,000
Transfer to Equip Replace Res	126,540	140,140	140,140	139,630
Total	<u>48,303,273</u>	<u>48,884,580</u>	<u>53,357,071</u>	<u>60,032,483</u>
Revenues and Sources Over (Under) Expenditures and Uses	23,870,906	9,808,620	11,501,246	8,195,917
Beginning Balance, July 1	53,666,317	77,537,223	77,537,223	89,038,469
Reserve	(5,400,000)	(5,400,000)	(5,400,000)	(5,600,000)
Site Contamination Reserve	(5,000,000)	(5,000,000)	(5,000,000)	(5,000,000)
Reserve for Bond Proceeds	(11,984)	(11,984)	(278,284)	(278,284)
Reserve for Landfill	(10,000,000)	(11,000,000)	(11,000,000)	(12,000,000)
Reserve for Sea Level Rise	(12,000,000)	(15,000,000)	(15,000,000)	(16,500,000)
Reserve for Dev Impact Fees	<u>(14,741,366)</u>	<u>(14,741,366)</u>	<u>(14,839,366)</u>	<u>(212,366)</u>
Ending Balance, June 30	\$ <u>30,383,873</u>	<u>36,192,493</u>	<u>37,520,819</u>	<u>57,643,736</u>

The State legislature created the Shoreline Regional Park Community (Shoreline Community). Tax increment derived on the difference between the frozen base year value and the current fiscal year assessed value and other revenues generated from the activities of the Shoreline Community are to be utilized to develop and support the Shoreline Community and surrounding North Bayshore Area. Reserves are for general purposes, a catastrophic landfill event, funding sea level rise infrastructure improvements, and tracking of development impact fees.

Assessed values are as follows (in thousands):

		<u>Total Assessed Value</u>	<u>Frozen Base</u>	<u>Tax Increment Value</u>
Actual	2021-22	\$5,170,673	\$33,888	\$5,136,785
Actual	2022-23	\$5,897,519	\$33,888	\$5,863,631
Recommended	2023-24	\$6,231,573	\$33,888	\$6,197,685

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**GLOSSARY/  
ACRONYMS  
AND INDEX**

## Glossary/Acronyms

**Accrual Basis of Accounting**—A method of accounting that recognizes the financial effect of transactions, events and interfund activities when they occur, regardless of the timing of related cash flows.

**Actual/Audited Actual**—The amount of expenditures or revenues, as verified by the auditors, or positions for the fiscal year.

**Actuarial Accrued Liability (AAL)**—The amount calculated by an actuary related to an incurred liability.

**Actuarially Determined Contribution (ADC)**—Equal to the sum of the Normal Cost (NC) and Amortization of the Unfunded Actuarial Accrued Liability (UAAL). Used when discussing the California Public Employees Retirement System (CalPERS) and Retirees' Health Insurance Program. Developed on the same basis as the Annual Required Contribution (ARC) previously developed under GASB Statement No. 45.

**ADA**—Americans with Disabilities Act.

**Adjusted**—Adopted plus/minus any encumbrance carryovers, donations, grants, and midyear Council action.

**Adopted**—Formal action is taken by the City Council to set a plan, action or strategy, etc. for the fiscal year.

**Annual Budget**—The total budget for a given fiscal year as approved by City Council.

**Appropriation**—A legislative act authorizing the expenditure of a designated amount of public funds for a specific purpose.

**ARPA**—American Rescue Plan Act.

**Assessed Value (AV)**—A value established by the County Assessor which approximates fair-market value of real or personal property or fair-market value at the time of sale, change in ownership or completion of construction adjusted by the annual California Consumer Price Index not to exceed 2.0 percent annually. By State law, 100 percent of the property value is used for determining the basis for levying property taxes.

**Audit**—An official financial examination conducted by an independently licensed certified public accountant.

**Balanced Budget**—Revenues are equal to or greater than total expenditures.

**Bonds**—A legal promise to pay a sum of money on a specific date at a specified interest rate.

## **Glossary/Acronyms (Continued)**

**Budget**—A financial plan identifying projected revenues, planned expenditures and levels of service.

**Budget Adjustment**—Any lawful change after the formal adoption of the budget.

**CalPERS**—California Public Employees Retirement System.

**Capital Improvement Program or Project (CIP)**—Capital projects such as City buildings, General Plan update, park renovations, etc. These projects are usually multi-year and, thus, extend beyond the annual budget. The CIPs are supported by a five-year expenditure plan detailing funding sources and expenditure amounts.

**Capital Outlay (also referred to as Capital Equipment)**—Expenditures that result in the acquisition of assets with an estimated useful life of two or more years and a unit cost of \$5,000 or more (account classification 56100s).

**Capital Projects Fund**—Used to account for financial resources for the construction or acquisition of major capital facilities (other than those financed by Enterprise Funds). For the annual budget, only the Capital Project Funds that have annual budgets are included.

**Carryover Balance**—The difference between actual General Operating Fund (GOF) revenues received and actual GOF expenditures (operating balance), plus any other GOF one-time revenues or expenditure savings in a given fiscal year.

**CCPI**—California Consumer Price Index

**CERBT**—California Employers' Retiree Benefit Trust.

**Certificates of Participation (COPs)**—Provides a long-term financing mechanism through a financing lease agreement.

**COLA**—Cost-of-living adjustment.

**Community Development Block Grant (CDBG)**—A grant received by the Department of Housing and Urban Development (HUD).

**Community Stabilization and Fair Rent Act (CSFRA)**—On November 8, 2017 voters adopted Measure V, or CSFRA, to stabilize rents and provide just cause eviction protections for certain rental units in Mountain View.

**Component Units**—Legally separate entities for which the elected officials of the primary government are financially accountable.

## **Glossary/Acronyms (Continued)**

**Consumer Price Index (CPI)**—A statistical measure of price levels provided by the U.S. Department of Labor signifying the cost-of-living and economic inflation.

**Contingency**—An amount set aside for emergency or unanticipated expenditure and revenue shortfall.

**Cost Recovery Program**—Service provided to a specific group or population where the fee is established to partially or fully offset the expenditures incurred for the program or service.

**CSMFO**—California Society of Municipal Finance Officers.

**Debt Retirement Costs**—Costs associated with the payoff of debt.

**Debt Service**—The payment of principal and interest on borrowed funds such as bonds.

**Debt Service Fund**—Government fund type used to account for the accumulation of resources for and the payment of interest and principal on a debt issue.

**Deficit**—Expenditures exceeds revenue.

**Department**—The highest organizational unit within the City which is responsible for managing divisions or activities within a functional area.

**Depreciation**— The cost of an asset divided by its expected useful life in years.

**Discretionary Expenditure**—Nonessential spending. The city's operation can continue without it.

**Division**—An organizational unit within a department that provides a specific service.

**Educational Revenue Augmentation Fund (ERAF)**—The mechanism used by the State to shift local taxes for the State's education funding commitments. This mechanism has been used three different times, thus the terms ERAF I, ERAF II and ERAF III.

**EIR**—Environmental Impact Report.

**Encumbrances**— A legal expenditure obligations of the City established when an agreement for services or goods is entered into. The appropriations for a legal encumbrance does not lapse at the end of the fiscal year.

**Ending Balance**—A fund's accumulation of revenues over its expenditures available for appropriation.

## **Glossary/Acronyms (Continued)**

**Enterprise Funds**—Used to account for an activity for which a fee (or fees) is charged to external users for goods or services. The City has three Enterprise (or Utility) Funds, Water, Wastewater and Solid Waste Management, that account for the water services, wastewater (sewer) services, and trash and recycling services provided to residents and businesses in the City.

**Estimated Expenditures**—The amount of expenditures expected to be spent in the current fiscal year.

**Estimated Revenue**—The amount of revenue expected to be received in the current fiscal year.

**Expenditures**—The use of financial resources typically spent for goods or services.

**Financial System**—The total structure of records and procedures which identify, record, classify, summarize and report information on the financial position and results of operations of a government.

**Fiscal Year**—A 12-month period specified for recording financial transactions. The City of Mountain View's fiscal year starts on July 1 and ends on the following June 30.

**Full-Time Equivalent (FTE)**—Part-time and hourly positions expressed as a fraction of full-time positions (2,080 hours per year). Example: 3 positions working 1/2 time equal 1-1/2 FTEs.

**Functions**—Long-term goals of a department which are tied to performance measures.

**Fund**—A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations.

**Fund Balance**—The difference between assets and deferred outflows and liabilities and deferred inflows reported in a governmental fund.

**GAAP**—Generally Accepted Accounting Principles.

**GASB**—Governmental Accounting Standards Board.

**General Fund**—Accounts for the operations of the City which are not recorded in other funds.

**General Fund Budget Contingency Reserve**—A reserve set aside for uncertain economic conditions to provide for financial flexibility.

## **Glossary/Acronyms (Continued)**

**General Fund Reserve**—The reserve that provides a source of funding for necessary, but unanticipated, expenditures during the fiscal year, unanticipated revenue shortfalls, sources for interfund loans, emergencies and to generate ongoing interest earnings for the General Operating Fund.

**General Fund Reserves**—The combination of all General Fund Reserves.

**General Government**—A grouping of departments that support those which give direct service to the public.

**General Non-Operating Fund (GNOF)**—A "sub" fund of the General Fund which accounts for the limited-period revenues and expenditures of the General Fund.

**General Obligation Bonds**—Are issued to fund public projects and are backed by the full faith and credit of the issuer.

**General Operating Fund (GOF)**—A "sub" fund of the General Fund which accounts for the ongoing annual operations of the City which are not recorded in other funds.

**GFOA**—Government Finance Officers Association.

**Goals/Projects/Initiatives**—A set of criteria to be achieved within a certain time period.

**Governmental Funds**—Funds generally used to account for tax-supported activities. There are four different types of governmental funds: the General Fund, special revenue funds, debt service funds, and capital projects funds.

**Grant Funds**—Moneys received from another government, such as the State or Federal government, usually restricted to a specific purpose.

**Gross**—Amount prior to any deductions.

**Infrastructure**—A substructure or underlying foundation on which the continuance or growth of a community depends: roads, schools, transportation systems, etc.

**Initiative Process**—A system designed to place lawmaking power in the hands of the people. Allows voters to collect signatures to place a new law or change on the ballot.

**Interdepartmental Charges**—Charges from one department or fund to another department or fund within the governmental entity.

**Interfund Expenditure**—An expenditure reported in one department or fund that is generated by another department or fund within the governmental entity.

## **Glossary/Acronyms (Continued)**

**Interfund Transfers**—Movement of money from one fund to another within the City of Mountain View or component units of the City of Mountain View.

**Intergovernmental Revenue**—Grants, entitlements and cost reimbursements from another Federal, State or local governmental unit.

**Internal Service Fund**—Used to account for any activity that provides goods or services to other funds or departments on a cost reimbursement basis. The City uses Internal Service Funds for fleet maintenance, equipment replacement, Workers' Compensation, unemployment, liability risk exposure, retirees' health and employee benefits.

**Investment Portfolio**—The accumulation of all cash and investments regardless of source or ownership, placed in securities or vehicles for purposes of generating interest income.

**Labor Chargeback**—An account used to credit salaries and benefits when time is charged to a capital improvement project or another fund or department for services provided.

**Limited-Period Expenditure**—An expenditure that is of a one-time or limited duration and not considered ongoing in nature.

**Maintenance and Operations**—Cost of upkeep and running of property or equipment (account classification 55200s).

**Major Fund**—Any fund whose revenues or expenditures, excluding other financing sources and uses, constitute more than 10% of the revenues or expenditures of the appropriated budget.

**Materials and Supplies**—Expenditures for goods used to support operations (account classification 55100s).

**Measurement Focus**—Types of balances (and related changes) reported in a given set of financial statements (e.g., economic resources, current financial resources, assets and liabilities resulting from cash transactions).

**Mission Statement**—A broad direction based on the needs of the community. A mission is general and timeless; it is not concerned with a specific achievement in a given time period.

**Mobile Home Rent Stabilization Ordinance (MHRSO)**—A fund for stabilization of rents for mobile homes and mobile home spaces.

**Modified Accrual Basis of Accounting**—Basis of accounting according to which (a) revenues are recognized in the accounting period in which they become available and measurable; and (b) expenditures are recognized in the accounting period in which the fund liability is incurred,

## **Glossary/Acronyms (Continued)**

if measurable, except for unmatured interest on general long-term debt and certain similar accrued obligations which should be recognized when due. (NCGA Statement 1)

**MVPD**—Mountain View Police Department.

**Net**—Amount after consideration of any adjustments.

**Non-Discretionary Expenditure**—Essential spending. City can't operate without it.

**Normal Cost (NC)**—Represents the annual cost estimated for pension or retirees' health benefits of the future liability for current employees.

**Operating Balance**—The balance of ongoing revenues and expenditures before one-time revenues or expenditures such as capital projects.

**Operating Budget**—Plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing acquisition, spending and service delivery activities of a government are controlled.

**Operations**—Includes salaries, benefits, supplies and services, and capital outlay expenditures.

**Other Expenses**—All expenditures not recorded in other major account classifications (account classification 55500s).

**Other Funds**—The reference used for funds other than the General Fund (e.g., Special Revenue, Debt Service, Capital Projects, etc.).

**Overhire Position**—A position created for temporary use above the approved budgeted number of positions. This is used as an overlap when someone is retiring, out on disability, etc.

**Performance/Workload Measures**—Number or percentage of work category completed or performed. The performance/workload measures provide an indicator of the amount of work performed or measures the quality of effectiveness of work performed by a department or program from year to year.

**Personnel Services**—Salaries and benefits paid to City employees (account classification 54100-54300s).

**Position Classification**—Includes job titles, job grades and job families for an overall job level.

**Primary Government** —Any state government or general purpose local government (municipality or county).

## **Glossary/Acronyms (Continued)**

**Professional/Technical Services**—Expertise purchased from external sources (account classification 55400s).

**Projected Revenue**—The amount of revenue projected for future fiscal year’s budget(s).

**Property Tax Apportionment**—The allotment of direct taxes on the basis of population.

**Proposed Budget**—The initial plan by the City Manager for the fiscal year presented to the City Council before adoption.

**Proposition 4/GANN Initiative Limit**—The City is required, under Article XIII B of the State Constitution, to limit appropriations from proceeds of taxes. The annual appropriation limit is based on data received from the State, including various growth measures such as population, CPI and nonresidential construction changes.

**Proprietary Funds**—To account for operations that involve business-like activities. There are two different types of proprietary funds: enterprise funds and internal service funds.

**Rebudget**—Funding for limited-period (one-time), capital outlay or equipment replacement items carried over from the current fiscal year to the next fiscal year with Council approval.

**Recommended Budget**—The preliminary spending plan for the fiscal year presented to the City Council in the Narrative Budget Report.

**Rental Housing Committee (RHC)**—Established by the Community Stabilization and Fair Rent Act, and consists of five members and one alternate member.

**Reserves**—Used to indicate that resources are not available for appropriation and subsequent spending, but is set aside for future use and is either for a specific purpose or to fund a liability.

**Revenue Enhancements**—Any action that increases current revenue sources or creates new ones.

**Salaries and Benefits**—The set of all City-related operating costs for personnel (e.g., salaries, wages, retirement, health, dental, etc.).

**Section 1103 of City Charter**—Mandates that the City Manager will send a careful estimate, in writing, detailing the amount of expenditures required to ensure the proper conduct of business at all levels the City Manager has control of and an estimate of incomes expected.

**Secured Debt**—Debt guaranteed by the pledge of assets or other collateral.

## **Glossary/Acronyms (Continued)**

**Services and Supplies**—The set of all nonpersonnel-related operating costs (e.g., supplies, maintenance, utilities, services, etc.).

**Services to Other Departments**—Includes interdepartmental charges and credits received for work performed for another department or fund (account classification 54100).

**Shoreline Community (SRPC)** —The Shoreline Regional Park Community.

**Significant Changes**—Any increase above the base budget that is discretionary.

**SMaRT<sup>®</sup> Station**—The copyright protected acronym used for the Sunnyvale Materials and Recovery Transfer Station.

**Special Assessment**—Compulsory levy made against certain properties to defray all or part of the cost of a specific capital improvement or service deemed to benefit primarily those properties.

**Special Revenue Funds**—Governmental fund type used to account for the proceeds of specific revenue sources (other than major capital projects) that are legally restricted for specified purposes.

**Structural Deficit**—The deficit that occurs when there is an imbalance between ongoing revenues and ongoing expenditures.

**Structurally Balanced Budget**—Ongoing revenues are greater than or equal to ongoing expenditures.

**TABs**—Tax Allocation Bonds. Bonds issued by a government agency secured by the agency's pledge of tax increment revenues.

**Taxes**—Compulsory charges levied by a government for the purpose of financing services performed for the common benefit.

**Unfunded Actuarial Accrued Liability (UAAL)**—The portion of the AAL that does not have funds set aside toward this liability. Used in reference to the CalPERS system and Retirees' Health Benefit Program.

**Unsecured Debt**—Obligation not backed by the pledge of specific collateral.

**Utilities**—A public service such as gas, electricity or water. Also used to account for expenditures for services such as gas, electricity, water, trash and recycling collection, etc. (account classification 55300s).

## **Glossary/Acronyms (Continued)**

**Utility Funds**—See Enterprise Funds.

**Utility Rolls**—Utility property assessed by the State Board of Equalization.

**Vehicle License Fee (VLF)**—Established in 1953 as a uniform statewide tax, the VLF is a tax on the ownership of a registered vehicle in place of taxing vehicles as personal property. By law, all revenues from the VLF fund city and county services, but the state legislature controls the tax rate and the allocation among local governments. In 2004, the Legislature permanently reduced the VLF tax rate and eliminated state general fund backfill to cities and counties. Instead, cities and counties now receive additional transfers of property tax revenues in lieu of VLF. In 2011 the legislature eliminated all VLF allocations to local agencies in order to fund COP's grant, booking fee subvention and other safety related grants.

**VTA**—Valley Transportation Authority.

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**Mountain View**

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*Celebrating the 40th Anniversary of Shoreline at Mountain View Regional Park*