



City of Palo Alto

Finance Committee Staff Report

(ID # 5544)

Report Type: Action Items

Meeting Date: 3/3/2015

Summary Title: Fiscal Year 2015 Midyear Budget Review and Budget Amendment Ordinance

Title: Finance Committee Recommendation Regarding Adoption of a Budget Amendment Ordinance Amending the Budget for Fiscal Year 2015 to Adjust Budgeted Revenues and Expenditures in Accordance with the Recommendations in the FY 2015 Midyear Budget Review Report

From: City Manager

Lead Department: Administrative Services

Recommendation

Staff recommends that the Finance Committee recommend to the City Council adoption of the FY 2015 Midyear Budget Amendment Ordinance (BAO) (Attachment A) which includes:

- 1) Proposed midyear adjustments to the FY 2015 Budget for the General Fund, Enterprise Funds, Special Revenue Funds, Internal Service Funds, and Capital Improvement Projects Fund (Exhibit 1)
- 2) FY 2015 Midyear CIP Adjustments (Exhibit 2)
- 3) Amendments to the FY 2015 Table of Organization (Exhibit 3) to add 1.0 Chief Attorney position

The following documents are attached as informational items; no action is required on these items:

- 1) FY 2015 Midyear Financial Reports (Attachment B)
- 2) General Fund Capital Improvement Program Project Expenditures for FYs 2011-2015 (Attachment C)
- 3) FY 2015 Midyear Capital Improvement Program Projects Status Report (Attachment D)
- 4) Continuous Capital Projects Expenditures for FYs 2011-2015 (Attachment E)
- 5) Public Safety Overtime Analysis FY 2013 - FY 2015 (Attachment F)

Motions

Motion to recommend to the City Council to adopt the FY 2015 Midyear Budget Amendment Ordinance (BAO) for the proposed midyear adjustments to the FY 2015 budget for the General Fund, Capital Improvement Projects Fund, Enterprise Funds, Special Revenue Funds, Internal Service Funds as identified in Attachment A and related exhibits.

Executive Summary

Annually, in March, staff presents to the Finance Committee the status of revenues and expenditures for major funds and Capital Improvement Program as of December 31 of the current fiscal year. As part of that status report, staff also brings forward recommendations to adjust the annual adopted budget. The attached documents summarize and outline changes to the City's FY 2015 adopted budget. Adjustments to the city's budget may become necessary as revenues and expenditures may vary from the original budget plan. These require amendments to department budgets which the Finance Committee reviews and responds to staff's recommendation for approval. In this report, recommended budget adjustments are related to new requests, reimbursements, grants, previous Council direction, the ongoing drought, or technical clean-ups.

The FY 2015 Midyear Budget Summaries (Attachment A, Exhibit 1) provide a financial report of the General Fund and Enterprise Funds as of December 31, 2014. This report compares FY 2015 actual expenditures with the FY 2015 Midyear Budget, including budget adjustment recommendations contained in this report and carryover encumbrance balances. Since in some funds, the carryover encumbrance balances are quite high in comparison to the original budgeted amounts, the actual percent expended in comparison to the budget may well be above 50 percent. Overall, with the adjustments recommended in this report, the General Fund and all enterprise funds are on track to end the fiscal year within budgeted amounts. Including recommendations contained in this report, the General Fund is projected to generate a one-time budget surplus of \$5.3 million and the Budget Stabilization Reserve is projected at \$38.0 million, or 22.1 percent of adopted expenditures. This level is \$6.1 million above the target level of 18.5 percent of total operating expenditures. As part of the development of the FY 2016 Proposed Budget (late April/early May) as well as closing of the FY 2015 budget (November/December), staff will bring forward recommendations for use of the FY 2015 projected budget surplus.

The FY 2015 Midyear Budget review report includes recommendations to adjust project budgets for the City's 2015 Capital Improvement Plan (CIP) for various funds. The majority actions recommend closing out existing projects and transferring the remaining balances to the appropriate fund. Additionally, additional funding is requested in order to start design work or complete an existing project.

Background

This report summarizes proposed changes to the FY 2015 Adopted Budget and reports financial activity through December 31, 2014. Where possible, budget change recommendations are brought forward for City Council consideration as part of the approval of the FY 2015 Midyear Budget Review report to consolidate requests and streamline the Budget Amendment Ordinance process. This report is organized by fund with a primary focus on major changes in the General Fund. Financial results and midyear changes for the Enterprise, Internal Service, and Special Revenue Funds are also included in this report. Adjustments, as well as all fund

summaries, are detailed in Attachment A and related exhibits and Attachment B. The Midyear CIP Program Project Status report (Attachment D) provides the Finance Committee with information on the status of the City's CIP projects as of December 31, 2014.

Discussion

The following pages provide an overview of the FY 2015 Midyear fund status for the General Fund and enterprise funds and recommended budget adjustments as they pertain to the City's FY 2015 Operating and Capital budget.

Operating Budget

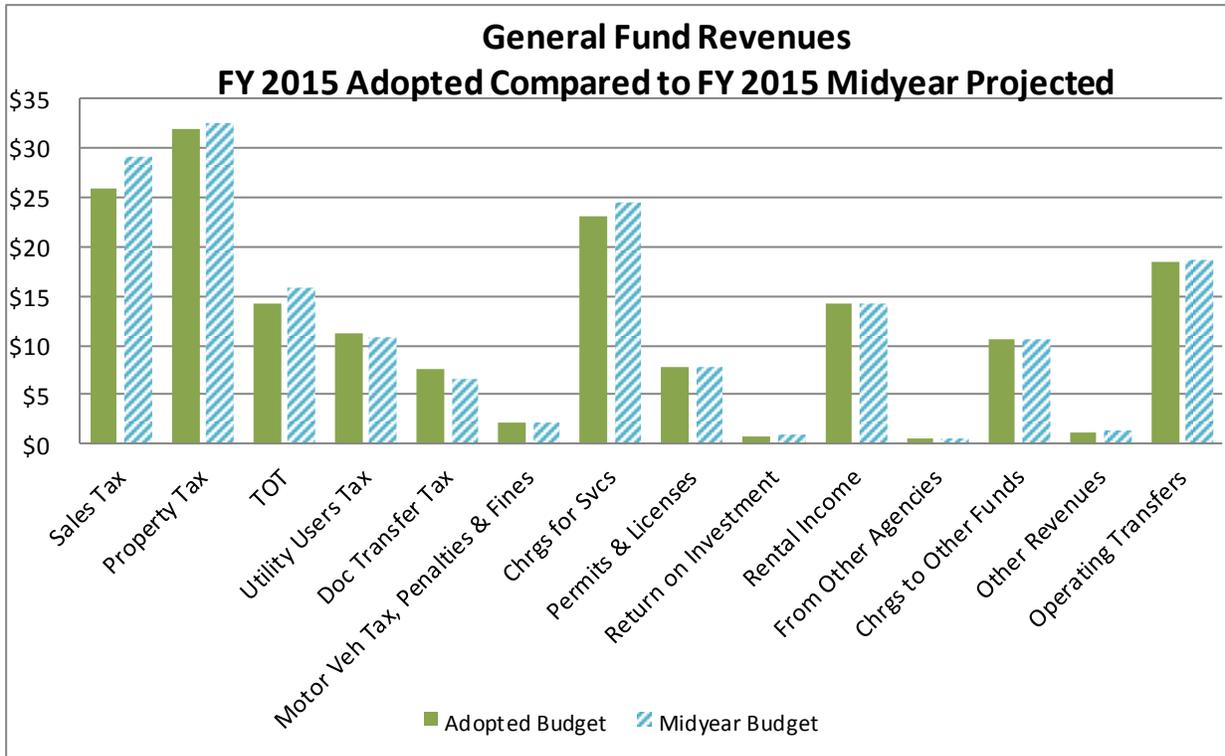
Under this section of the report, citywide changes to the FY 2015 Adopted Operating Budget are described for the General Fund, Enterprise Funds, Internal Service Funds, and two Special Revenue Funds.

General Fund

After six months experience in the current fiscal year, the General Fund is expected to generate a one-time budget surplus of approximately \$5.3 million by the end of the fiscal year primarily due to higher than expected revenue receipts for property tax, sales tax, and Transient Occupancy Tax receipts offset with lower than expected receipts for Utility Users Tax and Documentary Transfer Tax. As described in more detail below and detailed in Exhibit 2, staff recommends various adjustments to the FY 2015 General Fund Budget related to new requests, reimbursements, grants, previous Council direction, the ongoing drought, or technical clean-ups.

General Fund Revenue

The chart below compares the FY 2015 Adopted Budget revenue estimates for all revenue categories with the FY 2015 Midyear Budget Review projections. As depicted in the chart, the majority of revenue categories are trending upwards offset by decreases in the Utility User Tax and Documentary Transfer Tax receipts. A detailed discussion by revenue category follows.



Major Tax Revenue Estimate Adjustments

Sales Tax

As shown in the graph above, the FY 2015 Adopted Sales Tax revenue estimate was approximately \$26.0 million. This report includes a recommendation to increase the Sales Tax revenue estimate for FY 2015 by \$3.3 million to \$29.2 million. Of this growth, a one-time \$1.7 million is attributable to a change in the accrual period to bring sales receipts accruals in line with all other tax revenue accruals. Prior to FY 2015, except for Sales Tax, the accrual period for all other major tax revenues was from July 1 to June 30. For Sales Tax, the accrual period was from mid-May to mid-May the following calendar year. This accrual change results in a one-time increase in sales receipts for FY 2015 to account for sales tax receipts from mid-May 2014 until June 30, 2015 – a 13 ½ month accrual period versus the standard 12 month accrual period. Ongoing sales tax revenue is also showing continued positive growth. Restaurant and electronic sales are trending higher and auto sales in key, older dealerships are rising.

Property Tax

The FY 2015 Property Tax receipt was estimated at \$31.9 million. The midyear property tax updated estimate is based on information received from quarterly meetings with the Santa Clara County Assessor’s Office. The estimate includes appeals on record with the Assessor’s Office, additions to the roll, and movements in assessed values. After analyzing property tax receipts for the first six months of the fiscal year, staff recommends increasing the FY 2015 Property Tax revenues by \$0.6 million to \$32.6 million.

Transient Occupancy Tax (TOT)

During the first six months of the fiscal year, TOT receipts are trending above budgeted levels. In the first five months of FY 2015 average occupancy and daily room rates were 82 percent and \$228, respectively. While occupancy percentage has held steady, daily room rates has increased 14.3 percent over the prior year. As part of this report, staff recommends increasing TOT projections by \$1.7 million from \$14.2 million to \$15.9 million. Of this increase, \$1.3 million is attributable to the voter approved TOT rate increase from 12 to 14 percent that took effect on January 1, 2015 and \$0.4 million is due to continued improvement in room rates. The City's newest hotels (Hilton Garden Inn and Homewood Suites by Hilton) are expected to open for business on March 1st; the additional expected TOT revenue has been already included in FY 2015 revenue projections.

Documentary Transfer Tax

This economically sensitive revenue source has experienced ups and downs tied to the City's housing market as the mix of commercial and residential transactions can vary significantly from year to year. Through December 2014, Documentary Transfer Tax receipts are running 44 percent below the prior year period. As a result, staff recommends a reduction in estimated revenue of \$1.0 million from the FY 2015 Adopted Budget amount.

Utility Users' Tax (UUT)

The City's utility tax revenue is based on a 5 percent tax on electric, water, gas and telephone usage. Based on current receipt levels, staff recommends a slight decrease in the revenue estimate by \$0.4 million from \$11.3 million to \$10.9 million primarily due drought related water and gas usage decreases. Gas usage has been lower than expected due to a warmer than expected winter. Further, at the November 2014 general election, the voters approved a reduction of the utility user tax for telephony services from 5 percent to 4.75 percent.

Other General Fund Revenues:

Charges for Services

The FY 2015 Adopted Budget revenue estimate for this revenue category is \$24.1 million. This report includes recommendations to increase the revenue estimate by \$0.4 million due to the year-end adjustment of the Stanford Fire Services revenue billing that captures the variance between quarterly billing to the University and final, year-end FY 2014 Actuals.

From Other Agencies

The FY 2015 Adopted Budget revenue estimate projected \$0.5 million in revenues from other Agencies. A \$0.2 million revenue increase is recommended in this category for the Fire Department reimbursement from the State of California Office of Emergency Services for emergency fire services provided on overtime as part of mutual aid for Strike Teams responding to wildfires burning across the state during the Summer of 2014. This revenue increase is offset by a corresponding increase to the Fire Department's overtime expense appropriation as discussed elsewhere in this report.

Other Revenue

The FY 2015 Adopted Budget assumes \$1.1 million in other revenue. This report recommends increasing this amount by \$0.03 million for grants and reimbursements including a donation of \$15,000 from the Pacific Library Partnership for the Maker + science summer program and a \$4,845 budget augmentation in California Library Services Act funds.

Operating Transfers In

The General Fund will receive reimbursements from the Information Technology Fund in the amount of \$0.09 million for closing out of Technology CIP TE-13002 Employee Self Service Manager/Self Service Enhancements.

General Fund Expense

Attachment A, Exhibit 2 identifies General Fund budget recommendations. These recommendations can generally be grouped by new requests, reimbursements and grants, previous Council direction, and technical adjustments.

New requests: This report recommends three new requests. As part of the City's sustainability effort, staff recommends funding the acquisition of a sustainability dashboard to streamline the collection and analysis of sustainability data and make this data available for staff and the public (\$85,000 from various funds with \$47,000 from the Technology Surcharge added to Municipal Fees). In continuation of analyzing Fire response data, it is recommended to fund a Fire Deployment Modeling and Predictive Analytic Software which will be used for dynamic resource deployment modeling throughout the City and at Stanford University (\$20,000). For the Planning Department, staff recommends funding to integrate development impact fees into Accela, the City's online permit processing and tracking system.

Reimbursements and Grants: As part of this report, staff recommends adjusting the Fire and Police department budgets to reimburse the City for additional costs incurred for providing fire and dispatch services to Stanford University in FY 2014 (\$421,000); reimbursing the Fire department for overtime cost incurred during the 2014 fire season from the State of California (\$184,000); and recognizes revenue and expenses for two grants the Library department received (\$20,000).

Previous Council Direction: This report recommends a transfer of \$932,124 from the Cubberley Not-To-Develop Reserve to the newly established Cubberley Property Infrastructure Fund in accordance with the new Cubberley lease agreement between the City and the Palo Alto Unified School District. Further, it is recommended to transfer \$28,000 from the Community Services Department to the Library Department to hire a Teen Activity Specialist for the Library to support the continuation of the MakeX program. Lastly, it is recommended to replenish the City Manager's Office Contingency Account for funds temporarily reallocated to the Administrative Services Department to pay Ada's Cafe \$87,356 for construction delays at Mitchell Park Library and Community Center (approved by the City Council on Dec. 15, 2014).

Technical Clean-ups: The FY 2015 budget included \$40,000 for grant writing services to assist City departments in researching and submitting grant applications to fund or enhance City services. This report recommends transferring \$11,600 from the non-departmental budget to the Community Services Department to support the submittal of the three grant applications. As part of the FY 2015 budget, the Development Services department was fully established. After adoption of the budget, staff identified that some contractual dollars (\$123,000) and Management and Professional development training funds (\$5,000) were erroneously budgeted in the Planning Department. Also, as part of the development of the FY 2015 budget, staff did not include the sworn Police personnel retention/career incentive program in the Police Department budget. Finally, it is recommended to replenish the City Manager's Office Contingency Account for funds to pay for the Know Your Neighbor program as funds for this program were inadvertently not included in the FY 2015 Adopted Budget. The contingency account was used to fund the grants for the FY 2015 grant cycle. This report recommends correcting these errors.

Chief Attorney position: This report recommends adding 1.0 Chief Attorney position to the Table of Organization to facilitate the recruitment of this position in advance of the FY 2016 budget process. The funding for this position of approximately \$330,000 will be included in the FY 2016 Base Budget. The position will increase the ability of the City Attorney's Office to provide high-level legal services for strategic advice and transactional legal services on complex projects, strategic oversight of the litigation portfolio, assistance with managing and coordinating the Office's workload, and communicating and reporting on the Office's work to City policymakers and the public. It is expected that a portion of the cost for this position will be offset with a reduction of contractual services for outside counsel and/or the City Attorney's contingency reserve.

Budget Stabilization Reserve

The General Fund began FY 2015, after the closing out of the FY 2014 budget, with a \$33.1 million Budget Stabilization Reserve (BSR) balance which was 19.33 percent of the operating budget expenditures. Subsequent to the FY 2015 budget adoption, Council has approved BAOs totaling \$0.4 million which reduced the BSR to \$32.7 million by the end of December 31, 2014. As a result of better than expected revenue income, midyear adjustments result in a \$5.3 million supplement to the General Fund BSR. The midyear budget adjustments reflect a projected \$4.9 million increase in sources and a \$0.4 million decrease in uses. These changes result in a projected \$38.0 million BSR balance, or 22.1 percent of adopted expenditures. This level is \$6.1 million above the target level of 18.5 percent of total operating expenditures. As part of the development of the FY 2016 Proposed Budget (late April/early May) as well as closing of the FY 2015 budget (November/December), staff will bring forward recommendations for use of the FY 2015 projected budget surplus.

Overtime Analysis

The Public Safety Overtime Analysis Fiscal Year 2013 - Fiscal Year 2015 (Attachment F)

compares the net overtime cost for the Fire and Police departments for Fiscal Years 2013, 2014 and the first six months of FY 2015. Net overtime cost represents the Public Safety departments' modified overtime budgets offset with revenue received to fund overtime along with vacancy savings that are being covered by overtime expenditures. Overtime expenditures for each department are discussed in further detail below.

Fire Department

As of December 31, 2014, the Fire Department expended \$1.4 million or 95.6 percent of its FY 2015 Adopted overtime budget, which is slightly higher than the \$1.3 million expended for the same period in FY 2014. The increase is largely attributable to having more vacancies in FY 2015 (approximately 10 vacancies, nine sworn and one non-sworn management position) compared to FY 2014 (approximately eight vacancies, five sworn, two non-sworn administrative positions, and one non-sworn management position). Also, during the first half of Fiscal Year 2015 the Fire Department had nine personnel on workers' compensation paid leave which is half the number of positions on workers' compensation paid leave in for the entire Fiscal Year 2014. After adjusting for reimbursement for overtime from Stanford University and vacancies being backfilled with overtime, the net overtime cost is approximately \$346,000.

Staff vacancies and workers' compensation disabilities are the major reasons for the high level of overtime spending. The remaining use of overtime is related to succession planning, sick leave, vacation, other leaves (military, bereavement, jury duty), special events (Stanford Football, Senior Games and Earthquake's Soccer), seasonal fire station coverage and multiple mutual aid responses (Strike Teams) to wild land fires and fire station cover assignments throughout the State during the summer of 2014. To reimburse the City for its participation in these Strike Teams, the California Office of Emergency Services has approved a reimbursement to the City for these mutual aid services, in the amount of approximately \$185,000 in revenue from other agencies and a corresponding increase to the Fire Department's overtime appropriation are recommended elsewhere in this report. Overall, the Department is tracking to remain under budget in salary and benefits expenditures, despite the above average overtime expenses. Staff will continue to monitor overtime expenditures to ensure the Department will remain within budget by the end of FY 2015.

Police Department

As of December 31, 2014, the Police Department expended \$1.0 million or 66.7 percent of its annual overtime budget, which is similar to the \$964,000 expended during the same period in FY 2014. The similar level of overtime expenditures is attributable to having the same number of vacancies in FY 2015 (approximately nine vacancies, two sworn, one community service officer, three dispatchers, two non-sworn administrative positions, and one non-sworn management position) compared to FY 2014 (approximately nine vacancies, one sworn, two community service officers, one dispatcher, four non-sworn administrative positions, and one non-sworn management position). Also, during the first half of Fiscal Year 2015 the Police Department had 11 personnel on workers' compensation paid leave which is only three fewer

than the number of positions on workers' compensation paid leave in for the entire Fiscal Year 2014, 14.

After adjusting for overtime reimbursements from Stanford and the Utilities Department for dispatch services, and from neighboring cities for animal control and care services and vacancies backfilled with overtime, the net overtime cost is approximately \$463,000. Traffic control services at Stanford football games and other events are partially offset by reimbursements from the University and other organizations. Although, these reimbursements bring down the net overtime costs for the Department; overall the Department is tracking to exceed its budget for salary and benefits expenditures. An action is recommended elsewhere in this report to correct the Department's budget for Retention/Career Incentive Program funding that was inadvertently left out of the FY 2015 budget. This funding will only partially correct the Department's salary and benefits expenditures. Staff will continue to monitor overtime expenditures to ensure the Department will come within budget by the end of FY 2015.

Enterprise Funds

The FY 2015 Midyear Budget Summaries (Attachment A, Exhibit 1) provide a financial report of the Enterprise Funds as of December 31, 2014. This report compares FY 2015 actual expenditures with FY 2015 Adopted Budget levels including carryover encumbrance balances. Since in some funds, the carryover encumbrance balances are quite high in comparison to the budgeted amounts, the actual percent expended in comparison to the budget may well be above 50 percent. Overall, with the adjustments recommended in this report all enterprise funds are on track to end the fiscal year within budgeted amounts.

While most of the Enterprise Fund midyear adjustments actions are net zero changes, revenue and expenditures offsets, and budgetary cleanup items. Notable midyear adjustments to the City's Electric, Gas, Water and Airport Enterprise Funds operating budgets are discussed below. The midyear transactions for the other Enterprise Funds: Fiber Optics, Refuse, Storm Drainage, Utilities Administration, Wastewater Collection, and Wastewater Treatment reflect small allocated expenses for the Sustainability Dashboard software and the return of closed out CIP funding. Detail on those funds and all of the Enterprise Fund midyear adjustments are presented in greater detail in Exhibit 1. Staff recommendations related to the Enterprise Fund Capital Improvement Program are discussed later in this report.

Electric Fund

Net reserve reduction of \$15,094,756 is recommended primarily due to the drought and updated revenue projections as summarized below:

- Electric commodity purchases are recommended to be increased by \$11.3M to reflect the most current forecasted electric commodity costs. The primary driver of the commodity increase is low hydroelectric power as a result of the drought conditions. Hydroelectric power represents approximately 50% of the total electric supply and is

expected to be 25% lower than budgeted. The low hydroelectric output has resulted in the need to purchase additional power in the market. Electric market purchases will be increased by \$7.5M to meet customer load. In addition, Western Area Power Administration has increased the City's shared cost of the Central Valley Project Improvement Act (CVPIA) Restoration Fund obligations by \$2.8M to offset lower revenues from CVP water customers. There is also a one-time startup charge of \$0.8M for a new 4.3 megawatt landfill gas-to-energy project in San Joaquin County.

- Electric customer sales revenue is recommended to be decreased by \$7.1M to reflect the latest revenue projection. Customer sales revenue in the adopted FY 2015 budget was inadvertently overstated by \$5.3M. Revenue was forecasted lower because commercial load is growing less than anticipated due to delays in several large construction projects. In addition, there is continued lower usage and a shift in commercial consumption patterns. Based on the most recent projections, revenue is expected to decrease by another \$1.8M by the end of FY 2015 including \$1.0M reduction in surplus energy. There are lower sales of surplus electric energy in the market due to lower hydroelectric power generation.
- Transmission costs will be decreased by \$2.4M based on the latest forecast by the California Independent System Operator. Transmission charges are projected lower due to delays in constructing new transmission lines throughout California to accommodate new renewable projects.

Gas Fund

Net reserve use in the amount of \$3.4 million is recommended primarily due to lower than expected gas commodity purchase costs and a warmer than expected winter as detailed below:

- Gas commodity purchases is recommended to be decreased by \$2.1M due to declining market prices. Driven by ample gas in storage, high production rates, and a lack of cold winter weather, natural gas prices have declined significantly over the first half of FY 2015. Gas commodity purchases are 10% lower than budgeted.
- Gas customer sales is recommended to be decreased by \$4.7M to reflect the latest revenue projection. Customer sales revenue in the adopted FY 2015 budget was inadvertently overstated by \$2.6M. Gas consumption has been trending downward in the past five years as a result of continued investments in energy efficiency programs. Due to warmer than average weather, customer consumption is 13% lower than expected in the financial plan for the first half of FY 2015. As a result of declining market prices and usage, revenue is expected to decrease by another \$2.1M by the end of FY 2015.
- Gas transportation cost will be increased by \$0.8M due to rising infrastructure expenses passed through by PG&E. Palo Alto receives gas at four receiving stations where CPAU's distribution system connects with PG&E's system. PG&E provides only local transportation service (transportation from the PG&E City Gate gas delivery hub across PG&E's distribution system to Palo Alto).

Water Fund

Net reserve increase in the amount of \$43,000 is recommended primarily due to the drought as detailed below:

- A decrease of \$1,676,000 in projected revenue due to drought effects as water use has declined across the board from residential, commercial, industrial and internal (City) customers.
- A corresponding decrease of \$1,395,000 in water commodity expenditures as the water rate from the San Francisco Public Utilities Commission (SFPUC), the City's water supplier, was substantially lower than projected.

Airport Fund

For the Airport Fund staff recommends a budget augmentation in the amount of \$100,000 to provide for Liability Funding at the Palo Alto Airport as well as a net revenue increase of \$15,000 primarily due to renting space to a local auto dealership partially offset due to lower than expected revenues from a cell phone tower.

Internal Service Funds

Information Technology

Net reserve reduction in the amount of \$143,210 due to the following budget adjustment recommendations:

- \$85,000 increase in computer software funding to purchase a Sustainability Dashboard Application to streamline the collection and analysis of sustainability data and make this data available for staff to use to in making decisions related to sustainability. 55% of funding is from the technology surcharge assessed on Municipal Fees, with the remaining 45% funded by transfers from Enterprise Funds.
- \$53,540 revenue increase to reflect Stanford's portion of the Radio Infrastructure Replacement and Computer Aided Dispatch Replacement, based on the Fire Safety Services contract with Stanford University.

Vehicle Replacement Fund

Net reserve gain in the amount of \$409,442 due to Stanford's portion of the Fire Department Vehicle Replacement CIP for VR-13000 (\$105,057) and VR-14000 (\$304,385).

Special Revenue Funds

Gas Tax Fund

A technical correction to eliminate the budgeted transfer to the Stanford Research Park Fund is recommended. In FY 2009, the City transferred \$994,217 from the Gas Tax Fund to the Stanford Research Park Fund for various street-related costs. However, it was determined that the transfers were not used, and therefore the \$994,217 originally transferred needs to be returned to the Gas Tax Fund.

Stanford Research Park Fund

A technical correction to eliminate the budgeted transfer from the Gas Tax Fund is recommended. In FY 2009, the City transferred \$994,217 from the Gas Tax Fund to the Stanford Research Park Fund for various street-related costs. However, it was determined that the transfers were not used, and therefore the \$994,217 originally transferred needs to be returned to the Gas Tax Fund.

Capital Improvement Program Budget

Adjustments to the City's 2015 Capital Improvement Plan for various projects are noted in Attachment A, Exhibit 2, with specific project adjustments described in Exhibit 3. CIP changes fall into three basic categories: 1) projects requiring additional appropriations; 2) projects having reductions in appropriations; and 3) projects with other adjustments such as transfer of funding between projects, closing completed projects or creating new projects. For General Fund Capital Projects, different categories have been created, as described below. Highlights of CIP changes by fund are as follows:

General Fund

The Infrastructure Reserve (IR) serves as the ending fund balance of the Capital Improvement Fund and is required primarily for cash flow purposes, unforeseen urgent projects, and funding for future projects not yet budgeted in the Capital Improvement Program. The actions recommended as part of this report will result in \$3.3 million being restored to the IR. This increase in the IR will be considered in the development of the 2016-2020 Proposed Capital Improvement Program.

In FY 2015, a significant change to the Municipal Code was approved by the City Council which will impact the Infrastructure Reserve. Previously, unexpended funds carried over from one year to the next automatically, as long as the project had expenditures in the previous two years. As a result of the Municipal Code change that was approved, the City Council will need to approve the reappropriation of funds annually and funds will no longer automatically carry forward from one year to the next. Because funds will be reappropriated through the annual budget document, staff will need to estimate current year expenditures and estimate how much can be carried forward into the subsequent budget year. It is intended that this change will give better insight to staff regarding the funding needed for all active projects. This change in methodology will result in a higher starting IR balance when the IR is presented in the Proposed Capital Budget.

The table on the following page, as well as the subsequent analysis, summarizes the various reduction recommendations by category. Additionally, staff is currently reviewing the funding strategies for future years, and will incorporate adjustments into the FY 2016 capital budget process with the intention of further increasing the IR to align funding with the assumptions of the Council approved Infrastructure Plan.

Mid-Year Increases to the Infrastructure Reserve by Category	Impact
Project Completions	\$104,871
Revenue and Alternative Funding Sources	\$55,376
Strategic Adjustments	\$3,185,644
Total Mid-Year Increase to IR	\$3,345,891

Project completions: \$104,871 will be realized by closing twelve completed projects.

Revenues and alternative funding sources: \$55,126 will be realized through a transfer from the Cubberley Property Infrastructure Fund to reimburse the Capital Improvement Fund for projected expenses incurred after January 1, 2015 for the Cubberley Roof Replacement Project (PF-14000). Additionally, a minor increase in revenue for Charges for Service to recognize reimbursement from Stanford for its portion (25%) of the Fire Station 1 Improvements CIP based on the Fire Safety Services contract between Stanford and Palo Alto.

Strategic adjustments: A net contribution to the IR balance in the amount of \$3,185,644 is recommended by reducing funding for the four projects discussed below:

- LAMP Site Development (\$1,486,705 reduction): The LAMP Site Development Project is recommended to be closed as the proposed site development work will not be permitted by regulatory agencies until there is a proposed use for the site. Once an intended use for the site is determined, staff will work with regulatory agencies to approve the new use and return to Council with a related funding request.
- Parking and Transportation Improvements (\$1,653,367 reduction): As part of the FY 2015 budget process, \$2.0 million was allocated for the purchase of Parking Guidance System, Access Control, and Revenue Collection equipment for the downtown parking garages. Staff is in the process of awarding a contract for the design of this equipment. Funding associated with the construction of this equipment is recommended to be removed until the costs are better defined, however funding is being retained in the project for the necessary design work (\$100,000).
- Parking Guidance System, Access Controls & Revenue Collection Equipment (\$20,000 addition): Allocates funds for the design of parking guidance systems, access controls, and revenue collection equipment. Funds were previously allocated in the Parking and Transportation Improvements Project, as described above, however are being eliminated from that project until the costs are better defined, and are recommended to be accounted for in a separate project.
- Park Restroom Installation (\$65,572 reduction): Funding is recommended to be reduced from this project until the completion of the Parks Master Plan, which will identify the ideal location of additional park restrooms.

Enterprise Funds

Consistent with the recommendations of the City Auditor's Utilities Reserves Audit, the Utilities

Department is disencumbering funds for several projects as part of an ongoing effort to improve CIP project management and budgeting for projects. This year, one project has a revised engineering estimate and needs additional funding to be completed. Projects requesting additional funding are listed here. All capital project funding adjustments, including disencumbering and close-outs are shown in Attachment B, Exhibit 2. The net result of midyear capital adjustments to the Enterprise Funds are shown in the table below.

Gas Fund

WBS GS-10000 - Gas Station 3 Rebuild

Increase funding by \$21,640 to complete the project. The remaining balance of \$30,125 in the related contract was accidentally disencumbered, thus omitted in the annual re-appropriation process; there was also a lengthy delay in the procurement of a specialized part for the rebuild.

Fund	# of Projects	Total Increase	Total Reduction/Closing of Projects	Net
Electric	14	\$0	(\$1,796,795)	(\$1,796,795)
Gas	7	\$21,640	(\$44,904)	(\$23,264)
Water	2	\$0	(\$209,305)	(\$209,305)
Total Enterprise Funds	21	\$21,640	(\$2,051,004)	(\$2,029,364)

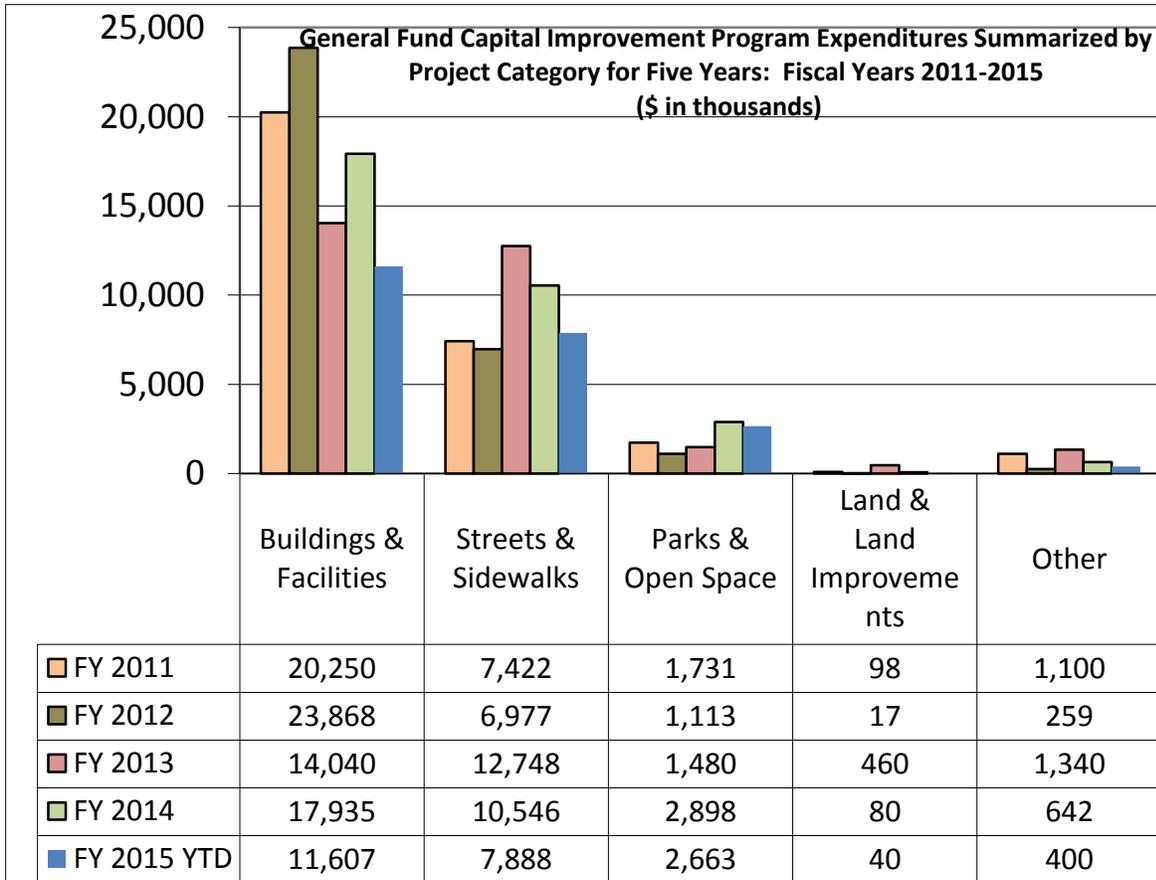
Internal Service Funds

The Internal Service Departments have several projects disencumbering funds for several projects as part of an ongoing effort to improve CIP project management and budgeting for projects. The complete list of Internal Service Fund capital funding adjustments is shown in Attachment B, Exhibit 2. The net result of midyear capital adjustments to the Internal Service Funds are shown in the table below.

Fund	# of Projects	Total Increase	Total Reduction/Closing of Projects	Net
Vehicle Replacement	3	\$0	(\$419,681)	(\$419,681)
Technology	1	\$0	(\$150,000)	(\$150,000)
Total Internal Service Funds	4	\$0	(\$569,681)	(\$569,681)

Fiscal Year 2015 Midyear Capital Improvement Program Projects Status Report

This report provides the Finance Committee with information on the status of the City’s Capital Improvement Program (CIP) projects as of December 31, 2014. The following graph summarizes all General Fund projects by project category and provides five years of actual expenditures. Information about individual projects within each project category is provided in Attachment C.



In the attached matrix (Attachment C), City departments have submitted information on current projects and commented on any issues that might cause a change in the scope or timing of the projects. The report is intended to update Council on the progress of all CIP projects opened at the beginning of FY 2014, and on those that were added or completed during the fiscal year. The matrix categorizes CIP projects into minor projects (projects that can be completed within a one-year period) and multi-year projects (projects that have multi-year budgets and/or complex implementation schedules with identifiable phases). The project status portion of the matrix identifies the phase of the project as of December 31, 2014 and illustrates how much progress was made. The table on the following page provides a description of activities for each phase.

Phase	Activities
Pre-Design	<ul style="list-style-type: none"> • Preparation of a feasibility study • Development of a master plan • Definition of a project scope • Preparation of an Environmental Impact Report
Design	<ul style="list-style-type: none"> • Hiring a design consultant • Completion of project design • Soliciting bids or proposals
Construction	<ul style="list-style-type: none"> • Acquisition of major equipment • Installation • Implementation of a project

In the attached matrix (Attachment C), projects are listed by department for the General Fund and by fund for the Enterprise and Internal Service Funds. The matrix also includes information on the total budget of the project from inception; available budget as of the beginning of the fiscal year; fiscal year expenditures, contingencies, and encumbrances through December 31st; remaining balance in the project budget as of midyear; and the percentage of completion for the project.

The matrix does not include “continuous” projects. These projects, such as water meter replacement, have no definitive beginning or end dates and receive ongoing funding to reflect continuing replacement cycles or commitments. Continuous projects are listed by responsible department and fund and include five years of actual expenditures including the current fiscal year through December 31, 2014 (Attachment D).

Table of Organization Changes

The proposed Full Time Equivalent (FTE) adjustments to the Table of Organization (Attachment A, Exhibit 3) include the request to add 1.0 Chief Attorney position. Funding for this position will be added as part of the FY 2016 budget. As an update to the total FTE count for the City, the table below shows the reduction in FTEs as approved by the Council on Sept. 22, 2014 as part of outsourcing street sweeping services.

FY 2015 Midyear Position Change Summary			
	FY 2015 Adopted	FY 2015 Midyear Change	FY 2015 Adjusted
General Fund	588.58	1.00	589.58
Enterprise Funds	358.34	(7.00) *	351.34
Other Funds	86.88	0.00	86.88
Total	1033.80	(6.00)	1027.80

* Approved at September 22, 2015 City Council Meeting

Resource Impact

Adoption of the attached ordinance will allow for adjustments to the FY 2015 budget, along with amendments to the Table of Organization, and General Fund CIP projects. With the approval of this ordinance, the projected ending balance of the General Fund Budget Stabilization Reserve is \$38.0 million.

The projected ending Rate Stabilization Reserve total for all Enterprise funds increases by \$18.4 million

Policy Implications

These recommendations are consistent with existing City policies.

Environmental Assessment

This is not a project under Section 21065 for purposes of the California Environmental Quality Act (CEQA).

Attachments:

- Attachment A - FY 2015 Midyear Budget Amendment Ordinance (PDF)
- Attachment A, Exhibit 1 - Proposed Fiscal Year 2015 Midyear Adjustments(PDF)
- Attachment A, Exhibit 2 - Midyear CIP Adjustments (PDF)
- Attachment A, Exhibit 3 - Table of Organization (PDF)
- Attachment B - FY 2015 Midyear Financial Report (PDF)
- Attachment C - GF CIP Project Expenditures For FYs 2011-2015 (PDF)
- Attachment D - FY 2015 Midyear Capital Improvement Program Status Report (PDF)
- Attachment E - Continuous Capital Projects Expenditures for Fiscal Years 2011-2015 (PDF)
- Attachment F - Public Safety Overtime Analysis FY 2013 - FY 2015 (PDF)

ATTACHMENT A

Ordinance No. XXXX

ORDINANCE OF THE COUNCIL OF THE CITY OF PALO ALTO AMENDING THE BUDGET FOR THE FISCAL YEAR 2015 TO ADJUST BUDGETED REVENUES AND EXPENDITURES IN ACCORDANCE WITH THE RECOMMENDATIONS IN THE MIDYEAR REPORT

The Council of the City of Palo Alto does ordain as follows:

SECTION 1. The Council of the City of Palo Alto finds and determines as follows:

A. Pursuant to the provisions of Section 12 of Article III of the Charter of the City of Palo Alto, the Council on June 16, 2014 did adopt a budget for Fiscal Year 2015, including a Table of Organization describing the staffing for each department; and

B. After reviewing the current budgeted revenues and expenditures for Fiscal Year 2015, adjustments to the budget are recommended to more accurately reflect year-end projections; and

C. A staffing adjustment requiring an amendment to the Table of Organization for the addition of the classification for Chief Attorney; and

D. City Council authorization is needed to amend the fiscal year 2015 budget as hereinafter set forth;

SECTION 2. As provided in Section 2.04.330 of the Palo Alto Municipal Code, this ordinance shall become effective upon adoption.

SECTION 3. As specified in Section 2.28.080(a) of the Palo Alto Municipal Code, a two-thirds vote of the City Council is required to adopt this ordinance.

SECTION 4. The General Fund Budget Stabilization Reserve is hereby increased by the sum of Five Million Two Hundred Eighty Four Thousand Seven Hundred Eighty Nine Dollars (\$5,284,789), as described in Exhibit 1. As a result of this change, the Budget Stabilization Reserve will change to Thirty Seven Million Nine Hundred Sixty One Thousand (\$37,961,000).

SECTION 5. The Capital Fund Infrastructure Reserve is hereby increased by the sum of Three Million Two Hundred Ninety Thousand Two Hundred Sixty Five Dollars (\$3,290,265), as described in Exhibit 1.

SECTION 4. The Supply Rate Stabilization Reserve in the Electric Fund is hereby decreased by the sum of Seven Million Ninety Thousand Thirty Eight Dollars (\$7,090,038) as described in Exhibit 1.

ATTACHMENT A

SECTION 5. The Distribution Rate Stabilization Reserve in the Electric Fund is hereby decreased by the sum of Eight Million Four Thousand Seven Hundred Eighteen Dollars (\$8,004,718) as described in Exhibit 1.

SECTION 6. The Rate Stabilization Reserve in the Fiber Optics Fund is hereby decreased by the sum of Eight Thousand Three Hundred Ninety Dollars (\$8,390) as described in Exhibit 1.

SECTION 7. The Supply Rate Stabilization Reserve in the Gas Fund is hereby decreased by the sum of Four Million Seven Hundred Thirty Four Thousand Seven Hundred Seventy Nine Dollars (\$4,734,779) as described in Exhibit 1.

SECTION 8. The Distribution Rate Stabilization Reserve in the Gas Fund is hereby increased by the sum of One Million Three Hundred Twelve Thousand Five Hundred Eighty One Dollars (\$1,312,581) as described in Exhibit 1.

SECTION 9. The Rate Stabilization Reserve in the Wastewater Collection Fund is hereby increased by the sum of Two Hundred Six Thousand Nine Hundred Twelve Dollars (\$206,912) as described in Exhibit 1.

SECTION 10. The Rate Stabilization Reserve in the Water Fund is hereby increased by the sum of Forty Two Thousand Nine Hundred Seventy Three Dollars (\$42,973) as described in Exhibit 1.

SECTION 11. The Rate Stabilization Reserve in the Refuse Fund is hereby decreased by the sum of Three Hundred Sixty Three Dollars (\$363) as described in Exhibit 1.

SECTION 12. The Rate Stabilization Reserve in the Storm Drainage Fund is hereby increased by the sum of One Thousand Six Hundred Seven Dollars (\$1,607) as described in Exhibit 1.

SECTION 13. The Rate Stabilization Reserve in the Wastewater Treatment Fund is hereby increased by the sum of Seven Thousand Four Hundred Thirty Two Dollars (\$7,432) as described in Exhibit 1.

SECTION 14. Adjustments to other funds are made as shown in Exhibit 1. These changes impact Special Revenue, Internal Service, and Other Funds Reserves as indicated in Exhibit 1.

SECTION 15. Adjustments to decrease or increase amounts allocated to various Capital Improvement Projects are made as shown in Exhibit 2. These changes impact the Infrastructure Reserve and are reflected in the adjustments as shown in Exhibit 1.

ATTACHMENT A

SECTION 17. The Table of Organization is hereby amended to reflect the changes shown in Exhibit 3, which is attached hereto and incorporated herein by reference.

SECTION 18. The Council of the City of Palo Alto hereby finds that this midyear adjustment is not a project under Section 21065 of the California Environmental Quality Act and, therefore, no environmental impact assessment is necessary. Capital improvement projects described in this ordinance will be assessed individually as appropriate.

INTRODUCED AND PASSED: Enter Date Here

AYES:

NOES:

ABSENT:

ABSTENTIONS:

NOT PARTICIPATING:

ATTEST:

City Clerk

Mayor

APPROVED AS TO FORM:

APPROVED:

Senior Assistant City Attorney

City Manager

Director of Administrative Services

ATTACHMENT A, EXHIBIT 1

CITY OF PALO ALTO			
MIDYEAR ADJUSTMENTS TO THE CITY MANAGER'S 2015 ADOPTED BUDGET			
	Category	Amount	Description
GENERAL FUND			
NON-DEPARTMENTAL			
	Sales Tax	3,281,000	The FY 2015 Adopted Sales Tax revenue estimate was approximately \$26.0 million. This report includes a recommendation to increase the Sales Tax revenue estimate for FY 2015 by \$3.3 million to \$29.2 million. Of this growth, a one-time \$1.7 million is attributable to a change in the accrual period to bring sales receipts accruals in line with all other tax revenue accruals. Prior to FY 2015, except for Sales Tax, the accrual period for all other major tax revenues was from July 1 to June 30. For Sales Tax, the accrual period was from mid-May to mid-May the following calendar year. This accrual change results in a one-time increase in sales receipts for FY 2015 to account for sales tax receipts from mid-May 2014 until June 30, 2015 – a 13 ½ month accrual period versus the standard 12 month accrual period. Ongoing sales tax revenue is also showing continued positive growth. Restaurant and electronic sales are trending higher and auto sales in key, older dealerships are
	Property Tax	629,000	The FY 2015 Property Tax receipt was estimated at \$31.9 million. The midyear property tax updated estimate is based on information received from quarterly meetings with the Santa Clara County Assessor's Office. The estimate includes appeals on record with the Assessor's Office, additions to the roll, and movements in assessed values. After analyzing property tax receipts for the first six months of the fiscal year, staff recommends increasing the FY 2015 Property Tax revenues by \$0.6 million to \$32.6 million.
	Transient Occupancy Tax	1,745,000	During the first six months of the fiscal year, TOT receipts are trending above budgeted levels. In the first five months of FY 2015 average occupancy and daily room rates were 82 percent and \$228, respectively. While occupancy percentage has held steady, daily room rates has increased 14.3 percent over the prior year. As part of this report, staff recommends increasing TOT projections by \$1.7 million from \$14.2 million to \$15.9 million. Of this increase, \$1.3 million is attributable to the voter approved TOT rate increase from 12 to 14 percent that took effect on January 1, 2015 and \$0.4 million is due to continued improvement in room rates. The City's newest hotels (Hilton Garden Inn and Homewood Suites by Hilton) are expected to open for business on March 1st; the additional expected TOT revenue has been already included in FY 2015 revenue projections.
	Documentary Transfer Tax	(1,014,000)	This economically sensitive revenue source has experienced ups and downs tied to the City's housing market as the mix of commercial and residential transactions can vary significantly from year to year. Through December 2014, Documentary Transfer Tax receipts are running 44 percent below the prior year period. As a result, staff recommends a reduction in estimated revenue of \$1.0 million from the FY 2015 Adopted Budget amount.
	Utility Users Tax	(390,000)	The City's utility tax revenue is based on a 5 percent tax on electric, water, gas and telephone usage. Based on current receipt levels, staff recommends a slight decrease in the revenue estimate by \$0.4 million from \$11.3 million to \$10.9 million primarily due drought related water and gas usage decreases. Gas usage has been lower than expected due to a warmer than expected winter. Further, at the November 2014 general election, the voters approved a reduction of the utility user tax for telephony services from 5 percent to 4.75 percent.
	Operating Transfers-In	91,500	Increases the transfer from the Information Technology Fund to reflect the return of funding from Technology CIP TE-13002 Employee Self Service Manager/Self Service Enhancements
	Source Changes	4,342,500	
	Contract Services	(8,660)	The FY 2015 budget included \$1,000,000 in a Shuttle Service Reserve for enhanced shuttle services. This action transfers \$8,660 from the Shuttle Service Reserve to the Planning and Community Environment Department for additional base shuttle expenses incurred during the fiscal year for the Crosstown and Embarcadero routes.
	General Expense	(11,600)	The FY 2015 budget included \$40,000 for grant writing services to assist City departments in researching and submitting grant applications to fund or enhance City services. This action transfers \$11,600 from the non-departmental budget to the Community Services Department to support the submittal of the three grant applications. (1) Silicon Valley Creates (\$1,600) - If awarded, this grant will be used to supplement the budget for Art Center exhibitions, providing for artist honoraria for site-specific project installations, lectures, fine art shipping, and other related exhibition expenses. (2) ArtPlace America (\$5,000) - If awarded, this grant will help transition Cubberley to an arts destination by leveraging public art, wayfinding, public events, and collaborative arts programming to create a sense of place for public engagement. (3) National Endowment for the Arts - Our Town (\$5,000) - If awarded, this grant will help transition Cubberley to an arts destination by leveraging public art, wayfinding, public events, and collaborative arts programming to create a sense of place for public engagement.

ATTACHMENT A, EXHIBIT 1

CITY OF PALO ALTO			
MIDYEAR ADJUSTMENTS TO THE CITY MANAGER'S 2015 ADOPTED BUDGET			
	Category	Amount	Description
GENERAL FUND			
	Contingent Account	25,000	Replenish the City Manager's Office Contingency Account for funds to pay for the Know Your Neighbor program. Request for grants in this amount were accepted as part of the annual grant submission process. These funds were inadvertently not included in the FY 2015 Adopted Budget and will be funded in the FY 2016 Base Budget for the City Manager's Office.
	Contingent Account	87,356	Replenish the City Manager's Office Contingency Account for funds temporarily reallocated to the Administrative Services Department to pay Ada's Cafe \$87,356 for construction delays at Mitchell Park Library and Community Center. The reimbursement for Ada's Cafe was approved by the City Council on Dec. 15, 2014.
	Operating Transfers-Out	(932,124)	As part of the new five-year lease agreement with the Palo Alto Unified School District and the City, the parties agreed to designate approximately \$1.8 million per lease year (January through December) for infrastructure repairs at the Cubberley site. To separately track these funds, the City established a Cubberley Infrastructure Fund. This action transfers \$932,124 from the Cubberley Not-To-Develop Reserve to the newly established Cubberley Infrastructure Fund.
Use Changes		(840,028)	
Net Changes To (From) Reserves		5,182,528	
CITY ATTORNEY			
	Salary & Benefits	-	This action adds 1.0 Chief Attorney position to the Table of Organization to facilitate the recruitment of this position in advance of the FY 2016 budget process. The funding for this position of approximately \$330,000 will be included in the FY 2016 Base Budget. The position will increase the ability of the City Attorney's Office to provide high-level legal services for strategic advice and transactional legal services on complex projects, strategic oversight of the litigation portfolio, assistance with managing and coordinating the Office's workload, and communicating and reporting on the Office's work to City policymakers and the public. It is expected that a portion of the cost for this position will be offset with a reduction of contractual services for outside counsel and/or the City Attorney's contingency reserve.
Use Changes		-	
Net Changes To (From) Reserves		-	
COMMUNITY SERVICES			
	Charges for Services	(23,000)	Decrease in Charges for Services revenue from Ballroom Dancing program budget. The City will continue to provide a Ballroom Dancing program, however, in lieu of directly contracting for the ballroom dancing instructors and collecting the fees for the program, the City will rent the facility to the ballroom dancing instructors and participants will pay the instructors directly.
	Charges for Services	(20,000)	Decrease in Charges for Services revenue from Vocal Lessons program budget. The City will continue to provide a Vocal Lessons program, however, in lieu of directly contracting for the ballroom dancing instructors and collecting the fees for the program, the City will rent the facility to the ballroom dancing instructors and participants will pay the instructors directly.
Source Changes		(43,000)	
	General Expense	(23,000)	Decrease in General Expenses revenue from Ballroom Dancing program budget. The City will continue to provide a Ballroom Dancing program, however, in lieu of directly contracting for the ballroom dancing instructors and collecting the fees for the program, the City will rent the facility to the ballroom dancing instructors and participants will pay the instructors directly.
	General Expense	(20,000)	Decrease in General Expenses revenue from Vocal Lessons program budget. The City will continue to provide a Ballroom Dancing program, however, in lieu of directly contracting for the ballroom dancing instructors and collecting the fees for the program, the City will rent the facility to the ballroom dancing instructors and participants will pay the instructors directly.
	General Expense	(28,000)	On June 2, 2014, the Council approved the FY 2015 Teen Programs using the net revenue collected from the Bryant Street Garage. This action transfers \$28,000 from the Community Services Department budget to the Library Department to hire a Teen Activity Specialist for the Library to support the continuation of the MakeX program. Make is a high profile, innovative program consisting of a mobile makers space originally created by teens for teens under the supervision of the Library and the Art Center and funded by a California State Library grant. Without this position the Library will not be able to continue managing and developing this program.

ATTACHMENT A, EXHIBIT 1

CITY OF PALO ALTO			
MIDYEAR ADJUSTMENTS TO THE CITY MANAGER'S 2015 ADOPTED BUDGET			
	Category	Amount	Description
GENERAL FUND			
	General Expense	11,600	The FY 2015 budget included \$40,000 for grant writing services to assist City departments in researching and submitting grant applications to fund or enhance City services. This action transfers \$11,600 from the non-departmental budget to the Community Services Department to support the submittal of the three grant applications. (1) Silicon Valley Creates (\$1,600) - If awarded, this grant will be used to supplement the budget for Art Center exhibitions, providing for artist honoraria for site-specific project installations, lectures, fine art shipping, and other related exhibition expenses. (2) ArtPlace America (\$5,000) - If awarded, this grant will help transition Cubberley to an arts destination by leveraging public art, wayfinding, public events, and collaborative arts programming to create a sense of place for public engagement. (3) National Endowment for the Arts - Our Town (\$5,000) - If awarded, this grant will help transition Cubberley to an arts destination by leveraging public art, wayfinding, public events, and collaborative arts programming to create a sense of place for public engagement.
Use Changes		(59,400)	
Net Changes To (From) Reserves		16,400	
DEVELOPMENT SERVICES			
	Salary & Benefits	5,000	This action transfers \$5,000 in Management and Professional development training funds from the Planning and Community Environment Department to the Development Services Department. As part of the transition to the newly created Development Services Departments, funds were inadvertently over allocated to Planning and Community Environment Department.
	Contract Services	122,579	This action transfers \$122,579 in contract services funds from the Planning and Community Environment Department to the Development Services. As part of the annual reappropriation process contract funds were erroneously allocated to incorrect cost centers. As a result, Development Services was underfunded by the amount listed. This action corrects this error.
Use Changes		127,579	
Net Changes To (From) Reserves		(127,579)	
FIRE			
	Charges for Services	275,126	This action increases revenue from Stanford for the Fiscal Year 2014 Year-End Adjustment by \$275,126 due to a variance between the budgeted and actual costs of providing Fire Services to the University. The primary contributor to the variance is higher overtime expenses incurred in FY 2014 that the Department used to support succession planning and career development in anticipation of several key leadership promotions in Fiscal Year 2015.
	From Other Agencies	184,296	This action increases revenue from the California Office of Emergency Services for reimbursement for emergency fire services provided on overtime as part of mutual aid for Strike Teams that responded to wildfires that were burning during the summer of 2014 around the State.
Source Changes		459,422	
	Salary & Benefits	184,296	This action increases overtime funding for reimbursement from the California Office of Emergency Services for emergency fire services provided as part of mutual aid for Strike Teams that responded to wildfires that were burning during the summer of 2014 around the State.
	Facilities & Equipment	20,000	This action funds a Fire Deployment Modeling and Predictive Analytic Software which will be used for dynamic resource deployment modeling to measure the impact to response times, patient care, staff workload, and other metrics based on deployment changes. Advanced deployment system modeling will allow the Department to identify areas of efficiency for system resources and support decisions to redeploy personnel and apparatus throughout the City and at Stanford University. The ongoing cost for system maintenance is approximately \$3,500.
Use Changes		204,296	
Net Changes To (From) Reserves		255,126	

ATTACHMENT A, EXHIBIT 1

CITY OF PALO ALTO			
MIDYEAR ADJUSTMENTS TO THE CITY MANAGER'S 2015 ADOPTED BUDGET			
	Category	Amount	Description
GENERAL FUND			
LIBRARY			
	Other Revenues	4,845	This action increases revenue the City has received from the Pacific Library Partnership (PLP) due to a one time budget augmentation of California Library Services Act (CLSA) funds offset with a corresponding expenditure increase. The funds will be used to offset costs of the Linked + interlibrary loan program for participating organizations. Linked + is a union catalog of contributed holdings from participating libraries in California. Patrons from member libraries electronically request an item not available in their own library and it is delivered to them for check-out.
	Other Revenues	15,000	This action increases grant revenue for Maker +: A Summer Maker Program to support the STEAM (Science, Technology, Engineering, Art & Math) and foster interdisciplinary exploration among sciences, art, and social sciences. By participating in the program, students will discover solutions for today's social issues through technology. The program includes opportunities for people of all ages to participate in a week long structured programming at the Rinconada and Mitchell Park libraries.
Source Changes		19,845	
	General Expense	4,845	This action increases expenses offset with revenue for a one time budget augmentation of California Library Services Act (CLSA) funds. The funds will be used to offset costs of the Linked + interlibrary loan program for participating organizations. Linked + is a union catalog of contributed holdings from participating libraries in California. Patrons from member libraries electronically request an item not available in their own library and it is delivered to them for check-out.
	General Expense	15,000	This action increases general expenses for Maker +: A Summer Maker Program to support the STEAM (Science, Technology, Engineering, Art & Math) and foster interdisciplinary exploration among sciences, art, and social sciences. By participating in the program, students will discover solutions for today's social issues through technology. The program includes opportunities for people of all ages to participate in a week long structured programming at the Rinconada and Mitchell Park libraries.
	General Expense	28,000	On June 2, 2014, the Council approved the FY 2015 Teen Programs using the net revenue collected from the Bryant Street Garage. This action transfers \$28,000 from the Community Services Department budget to the Library Department to hire a Teen Activity Specialist for the Library to support the continuation of the MakeX program. Make is a high profile, innovative program consisting of a mobile makers space originally created by teens for teens under the supervision of the Library and the Art Center and funded by a California State Library grant. Without this position the Library will not be able to continue managing and developing this program.
Use Changes		47,845	
Net Changes To (From) Reserves		(28,000)	
PLANNING & COMMUNITY ENVIRONMENT			
	Charges for Services	3,400	Additional revenue received for Greenwaste code enforcement abatement action billed to resident. Greenwaste is the City of Palo Alto's contractor to collect recyclables, garbage, and yard trimmings from Palo Alto residents and businesses.
Source Changes		3,400	
	Salary & Benefits	(5,000)	This action transfers \$5,000 in Management and Professional development training funds from the Planning and Community Environment Department to the Development Services Department. As part of the transition to the newly created Development Services Departments, these funds were inadvertently allocated to Planning and Community Environment Department.
	Contract Services	8,660	The FY 2015 budget included \$1,000,000 in a Shuttle Service Reserve for enhanced shuttle services. This action transfers \$8,660 from the Shuttle Service Reserve to the Planning and Community Environment Department for additional base shuttle expenses incurred during the fiscal year for the Crosstown and Embarcadero routes.
	Contract Services	18,000	This action provides additional contract funding to integrate development impact fees into Accela, the City's online permit processing and tracking system. Currently, development impact fees are calculated by using a complex and outdated spreadsheets. To provide for better monitoring and a clearer paper trail, adding impact fees to Accela will allow impact fees to be consistently calculated and taken over the counter at the Development Center. Adding online permitting capabilities for simple entitlements will reduce the impact on staff resources and move toward the online permitting model.
	Contract Services	3,400	Additional expenses incurred for Greenwaste code enforcement abatement action billed to resident. Greenwaste is the City of Palo Alto's contractor to collect recyclables, garbage, and yard trimmings from Palo Alto residents and businesses.

ATTACHMENT A, EXHIBIT 1

CITY OF PALO ALTO MIDYEAR ADJUSTMENTS TO THE CITY MANAGER'S 2015 ADOPTED BUDGET			
	Category	Amount	Description
GENERAL FUND			
	Contract Services	(122,579)	This action transfers \$122,579 in contract services funds from Planning and Community Environment Department the to the Development Services. As part of the annual reappropriation process contract funds were erroneously allocated to incorrect cost centers. As a result, Development Services was underfunded by the amount listed. This action corrects this error.
Use Changes		(97,519)	
Net Changes To (From) Reserves		100,919	
POLICE			
	Charges for Services	145,395	Increase revenue from Stanford for the Fiscal Year 2014 Year-End Adjustment by \$145,395 due to a variance between the budgeted and actual costs of providing Public Safety Communication Services to the University. The primary contributor to the variance is related to benefit expenses that were incurred in the Communications Division; however, the funds were budgeted in other divisions within the Police Department. This issue was corrected as part of the Fiscal Year 2015 adopted budget to reduce budget to actual discrepancies in future years.
Source Changes		145,395	
	Salary & Benefits	260,000	Increase funding for the Retention/Career Incentive Program that is described in the Palo Alto Peace Officers' Association (PAPOA) Memorandum of Agreement (MOA). The Retention/Career Incentive Program gives PAPOA employees a 3% special pay after 5 years of service and a 6% special pay after 10 years of service. This action is a technical correction to add funding for this special pay to the Police Department's Budget, because it was not included as part of the development of the Fiscal Year 2015 Operating Budget. This funding will be included as part of the Fiscal Year 2016 Budget.
Use Changes		260,000	
Net Changes To (From) Reserves		(114,605)	
Total General Fund Changes to BSR		5,284,789	
GENERAL FUND CIP			
	Transfer from the Cubberley Property Infrastructure Fund	55,126	Transfers funds from the Cubberley Property Infrastructure Fund to offset costs incurred after January 1, 2015 in the Cubberley Roof Replacement Project (PF-14000).
	CIP	250	Changes in CIP Projects (See Attachment B, Exhibit 2 for more detail)
Source Changes		55,376	
	CIP	(3,290,515)	Changes in CIP Projects (See Attachment B, Exhibit 2 for more detail)
	Transfer to University Avenue Parking Debt Service Fund	240,402	Transfers funds from the Capital Improvement Fund to the University Avenue Parking Debt Service Fund. As identified by the City Auditor's Office, \$240,402 in unused 2002 University Avenue Off-Street Parking Assessments District bonds were left in this fund due to a clerical error. When the bond funds final expenditure reconciliation was completed for the Lot S/L (PE-95030) in September 2007 it was incorrectly determined that all the bond funds were expended. As a result, the unused bond funds need to be transferred to the University Avenue Parking Debt Service Fund to offset the FY 2016 debt service payment and the related property tax assessment.
	Transfer to University Avenue Parking Permit Fund	300,000	As mentioned elsewhere in this report, the FY 2015 Adopted Capital Budget included funds in the Transportation and Parking Improvements Project (PL-12000) for the purchase of parking guidance system, access control, and revenue collection equipment. The amount allocated for parking guidance system equipment (\$400,000) was offset by a transfer from the University Avenue Parking Permit Fund. As the funding for this project is recommended to be removed from the budget as part of this report, until costs are better defined and the design is completed, it is recommended that funding is returned to the University Avenue Parking Permit Fund. \$100,000 is recommended to be retained in the Capital Improvement Fund to be used for the design work associated with a future CIP project to fund the purchase and installation of such equipment.
Use Changes		(2,750,113)	
Net Changes To (From) Reserves		2,805,489	

ATTACHMENT A, EXHIBIT 1

CITY OF PALO ALTO			
MIDYEAR ADJUSTMENTS TO THE CITY MANAGER'S 2015 ADOPTED BUDGET			
	Category	Amount	Description
ENTERPRISE FUNDS			
AIRPORT FUND			
	Other Income	15,000	The Palo Alto Airport (PAO) is providing temporary storage for Audi Palo Alto. A Revocable License Agreement with the Audi Palo Alto dealership was established to store cars on a monthly basis during their construction project at the Audi dealership. Currently, this parking lot area at the Airport is not being used for any aviation uses and the cars stored at the Airport are not on display to the public. This agreement is anticipated to generate approximately \$40,000 this year. Partially offsetting this additional revenue is a \$25,000 reduction in revenue that was budgeted for cell phone tower rentals and has yet to materialize.
Source Changes		15,000	
	Allocated Charges	100,000	Provides funding for the annual Liability Insurance payment at the Palo Alto Airport. In August 2014 the City took possession of the Palo Alto Airport. When the FY 2015 Adopted Budget was approved, the timing of the transfer was in question and costs of insurance were unknown. Therefore, the funding for the liability insurance is requested as part of this report.
Use Changes		100,000	
Net Changes To (From) Reserves		(85,000)	
Fund Balancing Entries			
		(85,000)	Change in Fund Balance
Total Airport Fund		(85,000)	
ELECTRIC FUND			
	Net Sales	(7,077,000)	Previous electric fund revenue forecasts were overestimated given that key customers projected expansion did not occur. The latest forecast has been adjusted, but the FY 2015 budget reflected the overestimation. The decrease reflects the correction to the forecasted revenues, not a decrease in actual revenues received for the first six months of the current fiscal year and as projected for the remainder of the fiscal year.
	Other Income	20,962	Increases the transfer from the Information Technology Fund to reflect the return of funding from Technology CIP TE-13002 Employee Self Service Manager/Self Service Enhancements
	Net Sales	(956,000)	Decrease to expected surplus energy revenue by approximately \$1 million as a result of lower than expected hydroelectric generation due to dry weather conditions. Lower hydro-electric power generation led to lower sales of surplus electric energy in the market.
	Other Income	922,000	The City is one of several Western customers who assists the Western Area Power Administration and Bureau of Reclamation by providing payment of certain charges one month in advance, which allows those agencies to commit those funds to major capital projects under Federal appropriations rules. These advance payments are offset by bill discounts one month later. The charges and credits exactly offset each other, and therefore have no budget impact.
Source Changes		(7,090,038)	
	CIP	(1,796,795)	Close outs/Changes in CIP Projects (See Attachment A, Exhibit 2 for more detail)
	Utility Purchases	902,000	Decrease in costs associated with sales of surplus energy in the summer months. This decrease offset decreases in revenue for sales of surplus energy. Lower hydro-electric power generation led to lower sales of surplus electric energy in the market and it is recommended to lower the estimated revenue.
	Utility Purchases	(902,000)	Decrease in costs associated with sales of energy in the summer months in excess of the City's load. This decrease is exactly offset by expenditures in Contra Surplus Energy Cost.
	Utility Purchases	922,000	The City is one of several Western customers who assists the Western Area Power Administration and Bureau of Reclamation by providing payment of certain charges one month in advance, which allows those agencies to commit those funds to major capital projects under Federal appropriations rules. In accordance with the contract with the WAPA, these advance payments are offset by bill discounts one month later and therefore have no budget impact.

ATTACHMENT A, EXHIBIT 1

CITY OF PALO ALTO			
MIDYEAR ADJUSTMENTS TO THE CITY MANAGER'S 2015 ADOPTED BUDGET			
	Category	Amount	Description
ENTERPRISE FUNDS			
	Utility Purchases	2,765,000	Increase in charges by Western Area Power Administration for Central Valley Project hydropower this year due to low revenues from CVP water contractors.
	Utility Purchases	(2,391,000)	Decreases current year transmission costs. Increases in transmission charges forecasted by the California Independent System Operator have been delayed or are not expected to be implemented until the next fiscal year.
	Utility Purchases	(148,000)	Prices for local capacity in 2015 were slightly lower than projected.
	Utility Purchases	306,000	Increase in commodity purchases is driven by the decreased hydroelectric production via the Northern California Power Agency (NCPA) Power Pool.
	Utility Purchases	795,000	Increased funding for a one-time charge for the startup of the San Joaquin landfill gas project. Project was originally projected for FY 2014, but was delayed until FY 2015.
	Utility Purchases	7,543,000	Increased funding requested for electricity commodities purchases in the amount of \$7.5 million due to low output from hydroelectric resources caused by to the drought. CPAU has had to purchase more power in electric markets than was projected in the budget.
	Operating Transfer Out	9,513	Increases the transfer to the Utilities Administration Fund by \$9,513 (\$687 from the Electric Operating Fund and \$8,826 from the Electric Supply Fund) to fund the Utilities Department portion of the Sustainability Dashboard to streamline the collection and analysis of sustainability data and make this data available for staff to use to in making decisions related to sustainability.
	Use Changes	8,004,718	
	Net Changes To (From) Reserves	(15,094,756)	
Fund Balancing Entries			
		(15,094,756)	Change in Fund Balance
	Total Electric Fund	(15,094,756)	
FIBER OPTICS FUND			
	Allocated Charges	169	Increases the transfer from the Information Technology Fund to reflect the return of funding from Technology CIP TE-13002 Employee Self Service Manager/Self Service Enhancements
	Source Changes	169	
	Operating Transfers Out	8,500	Increases the transfer to the Technology Fund by \$8,500 to fund the Fiber Optics specific portion of the Sustainability Dashboard to streamline the collection and analysis of sustainability data and make this data available for staff to use to in making decisions related to sustainability.
	Operating Transfers Out	599	Increases the transfer to the Utilities Administration Fund by \$599 to fund the Utilities Department portion of the Sustainability Dashboard to streamline the collection and analysis of sustainability data and make this data available for staff to use to in making decisions related to sustainability.
	Use Changes	9,099	
	Net Changes To (From) Reserves	(8,930)	
Fund Balancing Entries			
		(8,930)	Change in Fund Balance
	Total Fiber Optics Fund	(8,930)	
GAS FUND			
	Net Sales	(4,743,000)	Due to declining gas market prices and a switch to a pass-through commodity rate as lower residential consumption, gas sales revenue is expected to be \$4.7 million or 13% lower than the original budget. Residential consumption is lower than normal due to warmer than average weather.
	Other Income	8,221	Increases the transfer from the Information Technology Fund to reflect the return of funding from Technology CIP TE-13002 Employee Self Service Manager/Self Service Enhancements
	Source Changes	(4,734,779)	
	CIP	(23,264)	Close outs/changes in CIP Projects (See Attachment B, Exhibit 2 for more detail)
	Utility Purchases	(2,098,754)	Commodity Market prices have declined through January 2015.

ATTACHMENT A, EXHIBIT 1

CITY OF PALO ALTO			
MIDYEAR ADJUSTMENTS TO THE CITY MANAGER'S 2015 ADOPTED BUDGET			
	Category	Amount	Description
ENTERPRISE FUNDS			
	Utility Purchases	804,934	Projected cost of transportation increases. PG&E costs are rising due to infrastructure expenses, passed on to City.
	Operating Transfers Out	4,503	Increases the transfer to the Utilities Administration Fund by \$4,503 (\$192 from the Gas Operating Fund and \$4,311 from the Gas Supply Fund) to fund the Utilities Department portion of the Sustainability Dashboard to streamline the collection and analysis of sustainability data and make this data available for staff to use to in making decisions related to sustainability.
	Use Changes	(1,312,581)	
	Net Changes To (From) Reserves	(3,422,198)	
Fund Balancing Entries			
		(3,422,198)	Change in Fund Balance
	Total Gas Fund	(3,422,198)	
REFUSE FUND			
	Other Income	3,887	Increases the transfer from the Information Technology Fund to reflect the return of funding from Technology CIP TE-13002 Employee Self Service Manager/Self Service Enhancements
	Source Changes	3,887	
	CIP		
	Operating Transfers Out	4,250	Increases the transfer to the Technology Fund by \$4,250 to fund the Refuse Fund portion of the Sustainability Dashboard to streamline the collection and analysis of sustainability data and make this data available for staff to use to in making decisions related to sustainability.
	Use Changes	4,250	
	Net Changes To (From) Reserves	(363)	
Fund Balancing Entries			
		(363)	Change in Fund Balance
	Total Refuse Fund	(363)	
STORM DRAINAGE FUND			
	Other Income	1,607	Increases the transfer from the Information Technology Fund to reflect the return of funding from Technology CIP TE-13002 Employee Self Service Manager/Self Service Enhancements
	Source Changes	1,607	
	Net Changes To (From) Reserves	1,607	
Fund Balancing Entries			
		1,607	Change in Fund Balance
	Total Storm Drainage Fund	1,607	
UTILITIES ADMINISTRATION FUND			
	Operating Transfers In	9,513	Increases the transfer from the Electric Fund by \$9,513 (\$687 from the Electric Operating Fund and \$8,826 from the Electric Supply Fund) to fund the Utilities Department portion of the Sustainability Dashboard to streamline the collection and analysis of sustainability data and make this data available for staff to use to in making decisions related to sustainability.

CITY OF PALO ALTO			
MIDYEAR ADJUSTMENTS TO THE CITY MANAGER'S 2015 ADOPTED BUDGET			
	Category	Amount	Description
ENTERPRISE FUNDS			
	Operating Transfers In	4,503	Increases the transfer from the Gas Fund by \$4,503 (\$192 from the Gas Operating Fund and \$4,311 from the Gas Supply Fund) to fund the Utilities Department portion of the Sustainability Dashboard to streamline the collection and analysis of sustainability data and make this data available for staff to use to in making decisions related to sustainability.
	Operating Transfers In	599	Increases the transfer from the Fiber Optics Fund by \$599 to fund the Utilities Department portion of the Sustainability Dashboard to streamline the collection and analysis of sustainability data and make this data available for staff to use to in making decisions related to sustainability.
	Operating Transfers In	4,064	Increases the transfer from the Water Fund by \$4,064 to fund the Utilities Department portion of the Sustainability Dashboard to streamline the collection and analysis of sustainability data and make this data available for staff to use to in making decisions related to sustainability.
	Operating Transfers In	2,571	Increases the transfer from the Wastewater Collections Fund by \$2,571 to fund the Utilities Department portion of the Sustainability Dashboard to streamline the collection and analysis of sustainability data and make this data available for staff to use to in making decisions related to sustainability.
	Source Changes	21,250	
	Operating Transfers Out	21,250	Increases the transfer to the Technology Fund by \$21,250 to fund the Utility Department's portion of the Sustainability Dashboard to streamline the collection and analysis of sustainability data and make this data available for staff to use to in making decisions related to sustainability.
	Use Changes	21,250	
	Net Changes To (From) Reserves	-	
	Fund Balancing Entries		
			- Change in Fund Balance
	Total Storm Drainage Fund	-	
WASTEWATER COLLECTION FUND			
	Other Income	4,467	Increases the transfer from the Information Technology Fund to reflect the return of funding from Technology CIP TE-13002 Employee Self Service Manager/Self Service Enhancements
	Source Changes	4,467	
	CIP	(205,016)	Close outs/Changes in CIP Projects (See Attachment B, Exhibit 2 for more detail)
	Operating Transfers Out	2,571	Increases the transfer to the Utilities Administration Fund by \$2,571 to fund the Utilities Department portion of the Sustainability Dashboard to streamline the collection and analysis of sustainability data and make this data available for staff to use to in making decisions related to sustainability.
	Use Changes	(202,445)	
	Net Changes To (From) Reserves	206,912	
	Fund Balancing Entries		
		206,912	Change in Fund Balance
	Total Wastewater Collection Fund	206,912	

ATTACHMENT A, EXHIBIT 1

CITY OF PALO ALTO			
MIDYEAR ADJUSTMENTS TO THE CITY MANAGER'S 2015 ADOPTED BUDGET			
	Category	Amount	Description
ENTERPRISE FUNDS			
WASTEWATER TREATMENT FUND			
	Other Income	11,682	Increases the transfer from the Information Technology Fund to reflect the return of funding from Technology CIP TE-13002 Employee Self Service Manager/Self Service Enhancements
	Source Changes	11,682	
	CIP		
	Operating Transfers Out	4,250	Increases the transfer to the Technology Fund by \$4,250 to fund the Wastewater Treatment Fund portion of the Sustainability Dashboard to streamline the collection and analysis of sustainability data and make this data available for staff to use to in making decisions related to sustainability.
	Use Changes	4,250	
	Net Changes To (From) Reserves	7,432	
Fund Balancing Entries			
		7,432	Change in Fund Balance
	Total Wastewater Collection Fund	7,432	
WATER FUND			
	Other Income	7,505	Increases the transfer from the Information Technology Fund to reflect the return of funding from Technology CIP TE-13002 Employee Self Service Manager/Self Service Enhancements
	Net Sales	(1,676,079)	Decrease in revenue projections due to drought effects as water use has declined across the board from residential, commercial, industrial and internal (City) customers. This year, these revenue decreases are largely offset by corresponding decrease in water purchases. Rates projected to increase slightly next few years to stabilize revenue. If drought conditions persist beyond FY 2015, staff may recommend to implement drought rate surcharges.
	Source Changes	(1,668,574)	
	CIP	(320,326)	Close outs/changes in CIP Projects (See Attachment B, Exhibit 2 for more detail)
	Utility Purchases	(1,395,285)	Water Purchase costs are lower than projected because the final adopted FY 2015 wholesale water rate from the San Francisco Public Utilities Commission (SFPUC), the City's water supplier, was substantially lower than projected in the City's FY 2015 budget. In addition, water sales are substantially lower due to drought restrictions. This budget assumes average rainfall and drought restrictions lifted in February, but purchase costs may be even lower if the drought continues and restrictions are not lifted.
	Operating Transfers Out	4,064	Increases the transfer to the Utilities Administration Fund by \$4,064 to fund the Utilities Department portion of the Sustainability Dashboard to streamline the collection and analysis of sustainability data and make this data available for staff to use to in making decisions related to sustainability.
	Use Changes	(1,711,547)	
	Net Changes To (From) Reserves	42,973	
Fund Balancing Entries			
		42,973	Change in Fund Balance
	Total Water Fund	42,973	

ATTACHMENT A, EXHIBIT 1

CITY OF PALO ALTO			
MIDYEAR ADJUSTMENTS TO THE CITY MANAGER'S 2015 ADOPTED BUDGET			
	Category	Amount	Description
SPECIAL REVENUE FUNDS			
Gas Tax Fund			
	Operating Transfers In	994,217	In FY 2009, the City transferred \$994,217 from the Gas Tax Fund to the Stanford Research Park Fund for various street-related costs. However, it was determined that the transfers were not used, and therefore the amount originally transferred needs to be returned to the Gas Tax Fund.
	Source Changes	994,217	
Net Changes To (From) Reserves		994,217	
Stanford Research Park Fund			
	Operating Transfers Out	994,217	In FY 2009, the City transferred \$994,217 from the Gas Tax Fund to the Stanford Research Park Fund for various street-related costs. However, it was determined that the transfers were not used, and therefore the amount originally transferred needs to be returned to the Gas Tax Fund.
	Use Changes	994,217	
Net Changes To (From) Reserves		(994,217)	
INTERNAL SERVICE FUNDS			
VEHICLE REPLACEMENT FUND			
	Operating Transfers In	409,442	Stanford's portion of the Fire Department Vehicle Replacement CIP for VR-13000 (\$105,057) and VR-14000 (\$304,385)
	Source Changes	409,442	
	CIP	(419,681)	Close outs/changes in CIP Projects (See Attachment B, Exhibit 2 for more detail)
	Use Changes	(419,681)	
Net Changes To (From) Reserves		829,123	

ATTACHMENT A, EXHIBIT 1

CITY OF PALO ALTO			
MIDYEAR ADJUSTMENTS TO THE CITY MANAGER'S 2015 ADOPTED BUDGET			
	Category	Amount	Description
INFORMATION TECHNOLOGY FUND			
	Operating Transfers In	53,540	Stanford's portion of the Radio Infrastructure Replacement CIP (TE-05000) \$30,237 and Computer Aided Dispatch Replacement CIP (TE-09000) \$23,303
	Operating Transfers In	21,250	Increases the transfer from the Utilities Administration Fund by \$21,250 to fund the Utilities Department portion of the Sustainability Dashboard to streamline the collection and analysis of sustainability data and make this data available for staff to use to in making decisions related to sustainability.
	Operating Transfers In	8,500	Increases the transfer from the Fiber Optics Fund by \$8,500 to fund the Fiber Optics related portion of the Sustainability Dashboard to streamline the collection and analysis of sustainability data and make this data available for staff to use to in making decisions related to sustainability.
	Operating Transfers In	4,250	Increases the transfer from the Refuse Fund by \$4,250 to fund the Refuse related portion of the Sustainability Dashboard to streamline the collection and analysis of sustainability data and make this data available for staff to use to in making decisions related to sustainability.
	Operating Transfers In	4,250	Increases the transfer from the Wastewater Treatment Fund by \$4,250 to fund the Wastewater Treatment related portion of the Sustainability Dashboard to streamline the collection and analysis of sustainability data and make this data available for staff to use to in making decisions related to sustainability.
Source Changes		91,790	
	Operating Transfers Out	20,962	Close TE-13002 (Employee Self Service Manager/Self Service Enhancements)
	Operating Transfers Out	169	Close TE-13002 (Employee Self Service Manager/Self Service Enhancements)
	Operating Transfers Out	8,221	Close TE-13002 (Employee Self Service Manager/Self Service Enhancements)
	Operating Transfers Out	91,500	Close TE-13002 (Employee Self Service Manager/Self Service Enhancements)
	Operating Transfers Out	3,887	Close TE-13002 (Employee Self Service Manager/Self Service Enhancements)
	Operating Transfers Out	1,607	Close TE-13002 (Employee Self Service Manager/Self Service Enhancements)
	Operating Transfers Out	4,467	Close TE-13002 (Employee Self Service Manager/Self Service Enhancements)
	Operating Transfers Out	11,682	Close TE-13002 (Employee Self Service Manager/Self Service Enhancements)
	Operating Transfers Out	7,505	Close TE-13002 (Employee Self Service Manager/Self Service Enhancements)
	Contract Services	85,000	Increase computer software funding to purchase a Sustainability Dashboard Application to streamline the collection and analysis of sustainability data and make this data available for staff to use to in making decisions related to sustainability. Based on the current funding split of the Office of Sustainability, 55% of the cost is covered by the General Fund through funds collected from the Technology Surcharge (\$46,750). The remaining 45% (\$38,250) is funded by transfers from the Utilities Administration Fund (25%, \$21,250); Fiber Optics Fund (10%, \$8,500); Refuse Fund (5%, \$4,250); and Wastewater Treatment Fund (5%, \$4,250).
Use Changes		235,000	
Net Changes To (From) Reserves		(143,210)	

Attachment A, Exhibit 2

FY 2015 CIP Mid-Year Adjustments

Title	Project Number	Revenue	Expense	Funding Source	Comments
CAPITAL PROJECT FUND					
PROJECT COMPLETIONS					
ALS EKG Monitor Replacements	FD-12000		\$ (3)	Infrastructure Reserve	Removes remaining funding due to completion of the project
Dimmer Replacement	CC-09001		\$ (25)	Infrastructure Reserve	Removes remaining funding due to completion of the project
Cubberley Restroom	PF-06004		\$ (50)	Infrastructure Reserve	Removes remaining funding due to completion of the project
Alma Guardrail	PE-12009		\$ (232)	Infrastructure Reserve	Removes remaining funding due to completion of the project
Lytton Plaza Renovation	PE-08004		\$ (1,500)	Infrastructure Reserve	Removes remaining funding due to completion of the project
Tree Wells - University Avenue	PE-12002		\$ (4,299)	Infrastructure Reserve	Removes remaining funding due to completion of the project
Art Center Electrical	PF-07000		\$ (1,530)	Infrastructure Reserve	Removes remaining funding due to completion of the project
Parks and PWD Trees	PF-12001		\$ (41,604)	Infrastructure Reserve	Removes remaining funding due to completion of the work programmed within this project, which rehabilitated office space for the Public Works Department Street Trees group.
City-Wide Backflow Prevention Installation	PF-12004		\$ (5,000)	Infrastructure Reserve	Removes remaining funding due to completion of the project
Wilkie Way Bridge Design	PO-12000		\$ (13,566)	Infrastructure Reserve	Removes remaining funding due to completion of the project
LATP Site Development	PO-12002		\$ (2,853)	Infrastructure Reserve	Removes remaining funding due to completion of the project
Ventura Community Center	PE-10002		\$ (34,209)	Infrastructure Reserve	Removes remaining funding due to completion of the work programmed within this project, which included play equipment at Ventura Community Center.
Subtotal - Project Completions		\$ -	\$ (104,871)		
STRATEGIC ADJUSTMENTS					
LATP Site Development	PE-14010		\$ (1,486,705)		The funding for this project is being returned to the Infrastructure Reserve because regulatory agencies have indicated that the proposed site development work cannot be permitted until there is a use proposed for the site. The project as proposed was intended to prepare the site for an as yet undetermined future use. Once an intended use for the site is determined, staff will work with regulatory agencies to approve the new use and return to Council with a related funding request. During the FY 2015 budget process, a \$500,000 reduction to this project was approved by Council to fund the Baylands Levee Improvements Feasibility Study.
Park Restroom Installation	PE-06007		\$ (65,572)	Infrastructure Reserve	Removes remaining funding for the Park Restroom Installation project. The installation of additional park restrooms is recommended to be deferred until completion of the Parks Master Plan.

Attachment A, Exhibit 2

FY 2015 CIP Mid-Year Adjustments

Title	Project Number	Revenue	Expense	Funding Source	Comments
Parking and Transportation Improvements	PL-12000		\$ (1,653,367)		As part of the FY 2015 budget process, \$2.0 million was allocated to this project for the purchase of Parking Guidance System, Access Control, and Revenue Collection equipment for the downtown parking garages. Staff is in the process of awarding a contract for the design of this equipment. Funding associated with the construction of this equipment is recommended to be removed until the costs are better defined. Funding remains in the project for the necessary design work (\$100,000). It should be noted that the project's original budget of \$1.9 million is not fully reduced as funds for this project were used on unanticipated expenditures such as improvements along Embracadero Road and a study for the widening of the intersection at University and Middlefield.
Parking Guidance Systems, Access Controls, and Revenue Collection Equipment			\$ 20,000		Provides funding for design work associated with the Parking Guidance Systems, Access Controls, and Revenue Collection Equipment project. The installation of this equipment is recommended to be accounted for in a separate project, rather than the Parking and Transportation Improvements project. A reduction to the Parking and Transportation Improvements project is recommended as part of this project to offset this cost. It is anticipated that the 2016-2020 Proposed Capital Improvement Program will include a recommendation to fund an additional \$80,000 for the design of this project. Funding for the purchase and installation of this equipment will be requested once the costs and associated policy implications are clearly defined.
Subtotal - Strategic Adjustments		\$ -	\$ (3,185,644)		
REVENUE AND ALTERNATIVE FUNDING SOURCES					
Fire Station 1 Improvements	PF-14002	\$ 250	\$ -	Charges for Service	Increase revenue for Charges for Service to recognize reimbursement from Stanford for its portion (25%) of the Fire Station 1 Improvements CIP based on the Fire Safety Services contract between Stanford and Palo Alto.
Subtotal - Revenue and Alternative Funding Sources		\$ 250	\$ -		
TOTAL GENERAL FUND CIP MID-YEAR ADJUSTMENTS		\$ 250	\$ (3,290,515)		

Attachment A, Exhibit 2

FY 2015 CIP Mid-Year Adjustments

Title	Project Number	Revenue	Expense	Funding Source	Comments
ELECTRIC FUND					
PROJECT COMPLETIONS					
Foothills System Rehab	EL-04010		\$ (82,129)	Electric Reserve	Removes remaining funding due to completion of the project
Rebuild UG District 17	EL-09003		\$ (82,586)	Electric Reserve	Removes remaining funding due to completion of the project
W. Charleston/Wilkie Way	EL-09004		\$ (85,483)	Electric Reserve	Removes remaining funding due to completion of the project
Torrey Court Rebuild	EL-11001		\$ (7,195)	Electric Reserve	Removes remaining funding due to completion of the project
Hewlett Subdivision	EL-11004		\$ (60,634)	Electric Reserve	Removes remaining funding due to completion of the project
Reconductor 60 kV OH	EL-11015		\$ (67,089)	Electric Reserve	Removes remaining funding due to completion of the project
Hanover 22 -Transformer	EL-12002		\$ (6,679)	Electric Reserve	Removes remaining funding due to completion of the project
El Camino Underground	EL-05000		\$ (200,000)	Electric Reserve	Removes remaining funding due to completion of the project
230 kV Electric Intertie	EL-06001		\$ -	Electric Reserve	Removes remaining funding due to completion of the project
UG District 45	EL-06002		\$ (75,000)	Electric Reserve	Removes remaining funding due to completion of the project
E. Charleston 4/12 k	EL-08000		\$ (30,000)	Electric Reserve	Removes remaining funding due to completion of the project
Smart Grid Technology	EL-11014		\$ (300,000)	Electric Reserve	Removes remaining funding due to completion of the project
Sand Hill / Quarry 1	EL-13006		\$ (50,000)	Electric Reserve	Removes remaining funding due to completion of the project
Electric System Improvement	EL-98003		\$ (750,000)	Electric Reserve	Removes remaining funding due to completion of the project
Total		\$ -	\$ (1,796,795)		
TOTAL ELECTRIC FUND CIP MID-YEAR ADJUSTMENTS		\$ -	\$ (1,796,795)		
GAS FUND					
ADDITIONAL APPROPRIATIONS					
Gas Station 3 Rebuild	GS-10000		\$ 21,640	Gas Reserve	Remaining balance of \$30,125 in a contract for this project was inadvertently disencumbered and omitted in the annual reappropriation process. This action allows for the project to be completed.
Total		\$ -	\$ 21,640		
PROJECT COMPLETIONS					
Directional Boring Machine	GS-02013		(\$414)	Gas Reserve	Removes remaining funding due to completion of the project
Directional Boring Equipment	GS-03007		(\$408)	Gas Reserve	Removes remaining funding due to completion of the project
Gas Station 2 Rebuild	GS-08000		(\$10,023)	Gas Reserve	Removes remaining funding due to completion of the project
Gas Main Replacement 18	GS-08011		(\$10,531)	Gas Reserve	Removes remaining funding due to completion of the project
Gas Station 1 Rebuild	GS-09000		(\$6,631)	Gas Reserve	Removes remaining funding due to completion of the project
Gas Station 4 Rebuild	GS-11001		(\$16,897)	Gas Reserve	Removes remaining funding due to completion of the project
Total		\$ -	\$ (44,904)		

Attachment A, Exhibit 2

FY 2015 CIP Mid-Year Adjustments

Title	Project Number	Revenue	Expense	Funding Source	Comments
TOTAL GAS FUND CIP MID-YEAR ADJUSTMENTS		\$ -	\$ (23,264)		
VEHICLE REPLACEMENT FUND					
PROJECT COMPLETIONS					
Automated Motor Poll Reservation and Vehicle Key Management System	VR-07001		\$ (10,979)		Removes remaining funding due to completion of the project
Vehicle Replacement	VR-11000		\$ (325,177)		Removes remaining funding due to completion of the project
In-Ground Vehicle Lift	VR-12001		\$ (83,525)		Removes remaining funding due to completion of the project
TOTAL VEHICLE REPLACEMENT FUND CIP MID-YEAR ADJUSTMENTS			\$ (419,681)		
WATER FUND					
ADDITIONAL APPROPRIATIONS					
Total		\$ -	\$ -		
PROJECT COMPLETIONS					
Water Main Replacement Project 23	WS-09001		\$ (112,021)		Removes remaining funding due to completion of the project
Water Main Replacement Project 24	WS-10001		\$ (208,305)		Removes remaining funding due to completion of the project
Total		\$ -	\$ (208,305)		
TOTAL WATER FUND CIP MID-YEAR ADJUSTMENTS		\$ -	\$ (208,305)		
TECHNOLOGY FUND					
PROJECT COMPLETIONS					
ESS/MSS Enhancements	TE-13002		\$ (150,000)		
TOTAL TECHNOLOGY FUND CIP MID-YEAR ADJUSTMENTS			\$ (150,000)		

Table of Organization

	FY 2012 Actuals	FY 2013 Actuals	FY 2014 Adopted Budget	FY 2015 Adopted Budget	FY 2015 Modified Budget	FY 2015 Change FTE	FY 2015 Change %
General Fund							
City Attorney							
Assistant City Attorney	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
City Attorney	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
Chief Attorney	0.00	0.00	0.00	0.00	1.00	1.00	0.00%
Claims Investigator	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
Legal Fellow	0.00	0.00	0.00	1.00	1.00	1.00	0.00%
Legal Services Administrator	1.00	1.00	1.00	1.00	0.00	-1.00	(100.00)%
Secretary To City Attorney	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
Senior Assistant City Attorney	2.00	2.00	2.00	2.00	2.00	0.00	0.00%
Senior Deputy City Attorney	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
Senior Legal Secretary - Confidential	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
Senior Management Analyst	0.00	0.00	0.00	0.00	1.00	1.00	0.00%
Total City Attorney	9.00	9.00	9.00	10.00	11.00	2.00	22.22%
Total General Fund	576.40	579.71	577.80	588.58	589.58	11.78	2.04%
Total Citywide Positions	1,016.60	1,015.35	1,019.35	1,033.80	1,027.80	8.45	0.83%

ATTACHMENT B

FISCAL YEAR 2015 MIDYEAR FINANCIAL REPORT GENERAL FUND (in thousands)

Categories	BUDGET				ACTUALS (as of 12/31/14)				
	Adopted Budget	Adjusted Budget	Midyear Budget	Midyear Changes	Pre Encumbr	Encumbr	Actual	% of Midyr	% Midyr Budget*
Revenues & Other Sources									
Sales Tax	25,957	25,957	29,238	3,281	4,251	-	8,634		44%
Property Tax	31,927	31,927	32,556	629	-	-	11,716		36%
Transient Occupancy Tax	14,156	14,156	15,901	1,745	-	-	5,983		38%
Documentary Transfer Tax	7,514	7,514	6,500	(1,014)	-	-	2,458		38%
Utility Users Tax	11,285	11,285	10,895	(390)	-	-	5,250		48%
Motor Vehicle Tax, Penalties & Fines	2,164	2,164	2,164	-	-	-	925		43%
Charges for Services	23,013	24,130	24,510	380	-	-	9,182		37%
Permits & Licenses	7,804	7,738	7,738	-	-	-	3,392		44%
Return on Investment	685	685	685	-	-	-	289		42%
Rental Income	14,254	14,206	14,206	-	-	-	7,397		52%
From Other Agencies	453	453	637	184	-	-	408		64%
Charges To Other Funds	10,647	10,647	10,647	-	-	-	5,310		50%
Other Revenues	1,060	1,289	1,309	20	-	-	663		51%
Total Revenues	150,919	152,151	156,986	4,835	4,251	-	61,607		42%
Operating Transfers-In	18,433	18,528	18,620	92	-	-	8,804		47%
Encumbrances and Reappropriation		6,386	6,386	-	-	-	-		-
From Infrastructure Reserve			-	-	-	-	-		-
Contribution from Budget Stabilization Reserve As Assumed in the Adopted Budget	1,732	1,732	1,732	-	-	-	-		-
Total Sources of Funds	171,084	178,797	183,724	4,927	4,251	-	70,411	-	42%
Expenditures & Other Uses									
City Attorney	2,578	3,129	3,129	-	10	450	1,303		56%
City Auditor	1,065	1,075	1,075	-	10	39	549		56%
City Clerk	1,276	1,286	1,286	-	10	72	576		51%
City Council	432	517	517	-	-	61	173		45%
City Manager	2,728	2,485	2,485	-	98	227	1,063		56%
Administrative Services	7,175	7,413	7,476	-	21	136	3,453		48%
Community Services	22,764	24,115	24,056	(59)	53	2,729	11,291		59%
Development Services	10,535	10,772	10,900	128	28	385	4,453		45%
Library	7,521	8,253	8,301	48	14	619	3,833		54%
Office of Sustainability	272	575	575	-	-	131	244		65%
Public Safety	62,054	62,996	63,460	464	123	1,069	30,175		49%
People Strategy and Operations	3,264	3,757	3,757	-	315	140	1,573		54%
Planning and Community Environment	7,015	8,839	8,741	(98)	100	1,110	3,450		53%
Public Works	13,397	14,315	14,315	-	311	600	6,492		52%
Non-Departmental	13,272	12,945	13,036	91	-	-	4,251		33%
Total Expenditures	155,348	162,472	163,046	574	1,093	7,768	72,879		50%
Operating Transfers-Out	2,077	2,276	1,344	(932)	-	-	1,138		85%
Transfer to Infrastructure	13,659	13,659	13,659	-	-	-	6,830		50%
Total Uses of Funds	171,084	178,407	178,049	(358)	1,093	7,768	80,847		50%
Net Surplus/(Deficit)	-	390	5,675	5,285					
Budget Amendments Authorized by Council thru 12/31/14:									
Shuttle Contract, EPA Contribution (6/23/14)		-	-						
Golf Course Operating Budget (6/23/14)		-	-						
Transportation Management Authority (8/4/14)		(30)	(30)						
Sustainability and Climate Action Plan (8/18/14)		(137)	(137)						
Increase Airport Fund loan for legal counsel (9/22/14)		(200)	(200)						
Golf Course Operating Loss Reserve (9/22/14)		-	-						
Golf Restaurant Lease Revenue (10/6/14)		(23)	(23)						
Total Augmentations Authorized by Council	-	(390)	(390)	-					
Net Surplus/(Deficit) Without BAOs	-	0	5,285	5,285					
Net Surplus/(Deficit) After BSR Drawdown	-	0	5,285	5,285					
BSR Balance as of 12/31/14	33,066	32,676	37,961						
BSR % of Total Use of Funds	19.33%	19.00%	22.11%						

* Including reappropriations and prior year encumbrances

ATTACHMENT B

**CITY OF PALO ALTO
FISCAL YEAR 2015 MIDYEAR BUDGET SUMMARY
ELECTRIC FUND
(in thousands of dollars)**

	BUDGET				ACTUALS <i>(as of 12-31-14)</i>			
	Adopted Budget	Adjusted Budget	Midyear Budget	Midyear Changes	Pre-Encumbr	Encumbr	Actual	% of Midyear Budget
Sources of Funds								
Net Sales	122,484	122,516	114,483	(8,033)			59,485	52%
Interest Income	2,698	2,698	2,698				1,328	49%
Other Income	9,247	9,247	10,169	922			5,884	58%
Reapprop/Encumbrances		14,452	14,473	21				-
Total Sources	134,429	148,913	141,823	(7,090)	-	-	66,697	52%**
Uses of Funds								
Utility Purchases	71,967	71,979	81,781	9,802		13	42,448	52%
Salaries & Benefits	12,803	12,804	12,804				5,942	46%
Contract Services	4,538	6,744	6,744		166	2,655	537	50%
Supplies and Materials	886	912	912		12	43	238	32%
Facilities and Equipment	48	48	48					0%
General Expenses	4,953	5,739	5,739			781	897	29%
Rent and Leases	4,226	4,226	4,226				1,086	26%
Allocated Charges	8,349	8,349	8,349				1,404	17%
Debt Service	9,131	9,131	9,131				4,514	49%
Subtotal	116,901	119,932	129,734	9,802	178	3,492	57,066	47%
Equity Transfer	11,412	11,412	11,412				2,853	25%
Operating Transfers Out	123	123	123				31	25%
Capital Improvement Program	9,740	24,359	22,562	(1,797)	3,246	1,843	5,796	48%
Total Uses	138,176	155,826	163,831	8,005	3,424	5,335	65,746	45%
Net To (From) Reserves	(3,747)	(6,913)	(22,008)	(15,095)				
Beginning Reserves	133,046	126,013	126,013	-				
Projected Ending Reserves	129,299	119,100	104,005	(15,095)				

** Excludes encumbrances and reappropriation

ATTACHMENT B

**CITY OF PALO ALTO
FISCAL YEAR 2015 MIDYEAR BUDGET SUMMARY
FIBER OPTICS FUND
(in thousands of dollars)**

	BUDGET				ACTUALS <i>(as of 12-31-14)</i>			
	Adopted Budget	Adjusted Budget	Midyear Budget	Midyear Changes	Pre-Encumbr	Encumbr	Actual	% of Midyear Budget
Sources of Funds								
Net Sales	4,025	4,025	4,025	-			1,901	47%
Interest Income	341	341	341	-			198	58%
Other Income	-	-	-	-				0%
Reapprop/Encumbrances		518	518	-				-
Total Sources	4,366	4,884	4,884	-	-	-	2,099	48%**
Uses of Funds								
Salaries & Benefits	1,080	1,080	1,080				399	37%
Contract Services	168	467	467			26	97	26%
Supplies and Materials	10	10	10				1	0%
General Expenses	22	22	22				13	5%
Rent and Leases	55	55	55				13	24%
Allocated Charges	645	645	654	9			93	14%
Subtotal	1,980	2,279	2,288	9	-	26	603	27%
Operating Transfers Out	1	1	1	-				0%
Capital Improvement Program	400	1,200	1,200	-		93	146	20%
Total Uses	2,381	3,480	3,489	9	-	119	749	25%
Net To (From) Reserves	1,985	1,404	1,395	(9)				
Beginning Reserves	15,557	19,415	19,415					
Projected Ending Reserves	17,542	20,819	20,810	(9)				

** Excludes encumbrances and reappropriation

ATTACHMENT B

**CITY OF PALO ALTO
FISCAL YEAR 2015 MIDYEAR BUDGET SUMMARY
GAS FUND
(in thousands of dollars)**

	BUDGET				ACTUALS <i>(as of 12-31-14)</i>			
	Adopted Budget	Adjusted Budget	Midyear Budget	Midyear Changes	Pre-Encumbr	Encumbr	Actual	% of Midyear Budget
Sources of Funds								
Net Sales	37,583	37,583	32,840	(4,743)			13,181	40%
Interest Income	715	715	715				278	39%
Other Income	709	709	717	8			413	58%
Reapprop/Encumbrances		11,305	11,305					-
Total Sources	39,007	50,312	45,577	(4,735)	-	-	13,872	40%**
Uses of Funds								
Utility Purchases	14,114	14,114	12,015	(2,099)		3,361	3,931	61%
Salaries & Benefits	5,107	5,121	5,121				2,461	48%
Contract Services	1,400	3,087	3,087		114	1,752	278	69%
Supplies and Materials	478	576	576			154	220	65%
Facilities and Equipment	22	22	22					0%
General Expenses	752	765	1,570	805		59	336	25%
Rent and Leases	529	529	529				149	28%
Allocated Charges	3,923	3,923	3,928	5			716	18%
Debt Service	802	802	802				111	14%
Subtotal	27,127	28,939	27,650	(1,289)	114	5,326	8,202	49%
Equity Transfer	5,730	5,730	5,730				1,433	25%
Operating Transfers Out	472	472	472				437	93%
Capital Improvement Program	2,075	20,677	20,654	(23)	58	6,600	3,516	49%
Total Uses	35,404	55,818	54,506	(1,312)	172	11,926	13,588	47%
Net To (From) Reserves	3,603	(5,506)	(8,929)	(3,423)				
Beginning Reserves	14,326	16,981	16,981	-				
Projected Ending Reserves	17,929	11,475	8,052	(3,423)				

** Excludes encumbrances and reappropriation

ATTACHMENT B

**CITY OF PALO ALTO
FISCAL YEAR 2015 MIDYEAR BUDGET SUMMARY
WASTEWATER COLLECTION FUND
(in thousands of dollars)**

	BUDGET				ACTUALS (as of 12-31-14)			
	Adopted Budget	Adjusted Budget	Midyear Budget	Midyear Changes	Pre-Encumbr	Encumbr	Actual	% of Midyear Budget
Sources of Funds								
Net Sales	15,270	15,270	15,270				7,400	48%
Interest Income	309	309	309	-			160	52%
Other Income	996	996	1,000	4			674	67%
Reappropriation/Encumbrances		8,312	8,312	-				-
Total Sources	16,575	24,887	24,891	4	-	-	8,234	50%**
Uses of Funds								
Utility Purchases	8,589	8,589	8,589				4,295	50%
Salaries & Benefits	2,241	2,242	2,242				1,070	48%
Contract Services	319	370	370		25	45	27	26%
Supplies and Materials	325	389	389			138	121	67%
Facilities and Equipment	3	3	3					0%
General Expenses	102	102	102		1		41	41%
Rent and Leases	283	283	283				85	30%
Allocated Charges	2,246	2,246	2,249	3			329	15%
Debt Service	128	128	128				21	16%
Subtotal	14,236	14,352	14,355	3	26	183	5,989	43%
Operating Transfers Out	107	107	107	-			96	90%
Capital Improvement Program	4,067	13,895	13,690	(205)	7,664	2,033	1,461	82%
Total Uses	18,410	28,354	28,152	(202)	7,690	2,216	7,546	62%
Net To (From) Reserves								
Beginning Reserves	4,554	8,285	8,285	-				
Projected Ending Reserves	2,719	4,818	5,024	206				

** Excludes encumbrances and reappropriation

ATTACHMENT B

**CITY OF PALO ALTO
FISCAL YEAR 2015 MIDYEAR BUDGET SUMMARY
WATER FUND
(in thousands of dollars)**

	BUDGET				ACTUALS (as of 12-31-14)			
	Adopted Budget	Adjusted Budget	Midyear Budget	Midyear Changes	Pre-Encumbr	Encumbr	Actual	% of Midyear Budget
Sources of Funds								
Net Sales	38,081	38,081	36,405	(1,676)			20,201	55%
Interest Income	752	752	752				416	55%
Other Income	1,632	1,707	1,715	8			1,592	93%
Reapprop/Encumbrances		15,995	15,995					-
Total Sources	40,465	56,535	54,867	(1,669)	-	-	22,209	57%**
Uses of Funds								
Utility Purchases	18,430	18,430	17,035	(1,395)		9,554	7,413	100%
Salaries & Benefits	5,725	5,705	5,705				2,694	47%
Contract Services	723	1,193	1,193		17	609	192	69%
Supplies and Materials	533	648	648			204	176	59%
Facilities and Equipment	6	6	6					0%
General Expense	542	465	465			5	184	41%
Rents and Leases	3,333	3,333	3,333				606	18%
Allocated Charges	3,654	3,654	3,658	4			825	23%
Debt Service	3,219	3,219	3,219				777	24%
Subtotal	36,165	36,653	35,262	(1,391)	17	10,372	12,867	66%
Equity Transfer	-	-	-					-
Operating Transfers Out	362	362	362				340	94%
Capital Improvement Program	5,355	26,372	26,052	(320)	4,469	4,133	1,565	39%
Total Uses	41,882	63,387	61,676	(1,711)	4,486	14,505	14,772	55%
Net To (From) Reserves								
Beginning Reserves	11,865	21,132	21,132					
Projected Ending Reserves	10,448	14,280	14,323	43				

** Excludes encumbrances and reappropriation

ATTACHMENT B

**CITY OF PALO ALTO
FISCAL YEAR 2015 MIDYEAR BUDGET SUMMARY
REFUSE FUND
(in thousands of dollars)**

	BUDGET				ACTUALS (as of 12-31-14)			
	Adopted Budget	Adjusted Budget	Midyear Budget	Midyear Changes	Pre-Encumbr	Encumbr	Actual	% of Midyear Budget
Sources of Funds								
Net Sales	26,761	26,761	26,761				13,789	52%
Interest Income	187	187	187				114	61%
Other Income	2,744	3,805	3,809	4			1,810	48%
Reapprop/Encumbrances		1,046	1,046				-	-
Total Sources	29,692	31,799	31,803	4	-	-	15,713	51%**
Uses of Funds								
GreenWaste Hauling Contract	14,131	14,131	14,131			10,146	5,515	111%
Salaries and Benefits	2,968	2,519	2,519				1,361	54%
Contract Services	5,896	7,246	7,246		228	1,075	2,485	52%
Supplies and Materials	154	157	157			18	64	52%
Facilities and Equipment	3	3	3					0%
General Expenses	87	87	87			2	28	34%
Rents and Leases	2,579	2,579	2,579				635	25%
Allocated Charges	2,088	1,730	1,734	4			725	42%
Debt Service	625	625	625				567	91%
Subtotal	28,531	29,077	29,081	4	228	11,241	11,380	79%
Operating Transfers Out	29	29	29				7	24%
Capital Improvement Program	187	5,327	5,327		14	1,020	1,657	51%
Total Uses	28,747	34,433	34,437	4	242	12,261	13,044	74%
Net (From) Landfill Closure Liab			-	-				
Net To (From) Reserves	945	(2,634)	(2,634)	-				
Beginning Reserves	(1,857)	(672)	(672)					
Projected Ending Reserves	(912)	(3,306)	(3,306)	-				

** Excludes encumbrances and reappropriation

ATTACHMENT B

**CITY OF PALO ALTO
FISCAL YEAR 2015 MIDYEAR BUDGET SUMMARY
STORM DRAINAGE FUND
(in thousands of dollars)**

	BUDGET				ACTUALS (as of 12-31-14)			
	Adopted Budget	Adjusted Budget	Midyear Budget	Midyear Changes	Pre-Encumbr	Encumbr	Actual	% of Midyear Budget
Sources of Funds								
Net Sales	5,954	5,954	5,954				3,112	52%
Interest Income	135	135	135				78	58%
Other Income	92	92	94	2			(3)	-3%
Reapprop/Encumbrances		6,319	6,319					-
Total Sources	6,181	12,500	12,502	2	-	-	3,187	52%**
Uses of Funds								
Salaries and Benefits	1,192	1,192	1,192				595	50%
Contract Services	471	603	603		92	125	242	76%
Supplies and Materials	95	112	112			22	24	41%
Facilities and Equipment	8	9	9					0%
General Expenses	168	168	168				179	107%
Rents and Leases	40	40	40					0%
Allocated Charges	905	905	905				247	27%
Debt Service	947	947	947					0%
Subtotal	3,826	3,976	3,976	-	92	147	1,287	38%
Operating Transfers Out	6	6	6				2	33%
Capital Improvement Program	2,811	10,585	10,585			470	1,488	18%
Total Uses	6,643	14,567	14,567	-	92	617	2,777	24%
Net Surplus (Deficit)	(462)	(2,067)	(2,065)	2				
Beginning Reserves	2,007	1,601	1,601	-				
Projected Ending Reserves	1,545	(466)	(464)	2				

** Excludes encumbrances and reappropriation

ATTACHMENT B

**CITY OF PALO ALTO
FISCAL YEAR 2015 MIDYEAR BUDGET SUMMARY
WASTEWATER TREATMENT FUND**

(in thousands of dollars)

	BUDGET				ACTUALS <i>(as of 12-31-14)</i>			
	Adopted Budget	Adjusted Budget	Midyear Budget	Midyear Changes	Pre-Encumbr	Encumbr	Actual	% of Midyear Budget
Sources of Funds								
Net Sales	22,286	22,286	22,286	-			11,075	50%
Interest Income	317	317	317	-			130	41%
Other Income	55	55	67	12			234	349%
Reapprop/Encumbrances		22,599	22,599					-
Total Sources	22,658	45,257	45,269	12	-	-	11,439	50%**
Uses of Funds								
Salaries and Benefits	10,318	10,318	10,318				5,035	49%
Contract Services	1,898	2,740	2,740		116	1,112	531	64%
Supplies and Materials	1,636	1,925	1,925		5	815	838	86%
Facilities and Equipment	7	7	7					0%
General Expenses	431	431	431				469	109%
Rents and Leases	-	-	-					0%
Allocated Charges	4,982	4,982	4,986	4			2,024	41%
Debt Service	821	821	821					0%
Subtotal	20,093	21,224	21,228	4	121	1,927	8,897	52%**
Operating Transfers Out	-	-	-	-				0%
Capital Improvement Program	3,478	13,205	13,205	-	778	2,638	1,026	34%
Total Uses	23,571	34,429	34,433	4	899	4,565	9,923	45%**
Net To (From) Reserves	(913)	10,828	10,836	8				
Beginning Reserves	10,169	8,022	8,022	-				
Projected Ending Reserves	9,256	18,850	18,858	8				

** Excludes encumbrances and reappropriation

ATTACHMENT B

**CITY OF PALO ALTO
FISCAL YEAR 2015 MIDYEAR BUDGET SUMMARY
AIRPORT FUND
(in thousands of dollars)**

	BUDGET				ACTUALS (as of 12-31-14)			
	Adopted Budget	Adjusted Budget	Midyear Budget	Midyear Changes	Pre-Encumbr	Encumbr	Actual	% of Midyear Budget
Sources of Funds								
Net Sales	-	-	-	-			-	0%
Interest Income	5	5	5	-			1	20%
Other Income	1,305	2,045	2,060	15			587	28%
Reapprop/Encumbrances		151	151					-
Total Sources	1,310	2,201	2,216	15	-	-	588	28%**
Uses of Funds								
Salaries and Benefits	363	363	363	-			248	68%
Contract Services	307	658	658	-	55	52	339	68%
Supplies and Materials	32	32	32	-			5	0%
Facilities and Equipment	15	15	15	-			-	0%
General Expenses	5	5	5	-			2	0%
Rents and Leases	5	5	5	-			4	0%
Allocated Charges	57	57	157	100			19	12%
Debt Service	-	-	-	-			-	0%
Subtotal	784	1,135	1,235	100	55	52	617	59%
Operating Transfers Out	-	-	-	-			-	0%
Capital Improvement Program	180	540	540	-			-	0%
Total Uses	964	1,675	1,775	100	55	52	617	41%**
Net To (From) Reserves	346	526	441	(85)				
Beginning Reserves	(520)	(1,039)	(1,039)	-				
Projected Ending Reserves	(174)	(513)	(598)	(85)				

** Excludes encumbrances and reappropriation

Attachment C

General Fund Capital Improvement Program Expenditures by Project Category for Fiscal Years 2011-2015

Project Number	Project Title	Project Category	FY 2011 Expenditures	FY 2012 Expenditures	FY 2013 Expenditures	FY 2014 Expenditures	FY 2015 Expenditures YTD
AC-09001	Children's Theatre Replacement and Expansion	Buildings and Facilities			\$ 5,019	\$ 4,581	\$ 64,235
AC-09002	Community Theatre Sound System Replacement	Buildings and Facilities			6,844	86,389	59,513
AC-14000	Art Center Auditorium Audio, Visual, and Furnishings	Buildings and Facilities					5,678
CC-09001	Dimmer Replacement and Lighting System	Buildings and Facilities	\$ 7,611	\$ 4,609	11,266	149,191	
CC-10000	Replacement of Cubberley Gym B Bleachers	Buildings and Facilities	29,495				
CC-11000	Cubberley Gym Activity Room	Buildings and Facilities	58,041				
FD-08001	Fire Station #6 Improvements	Buildings and Facilities	48,110	271			

Attachment C

General Fund Capital Improvement Program Expenditures by Project Category for Fiscal Years 2011-2015

Project Number	Project Title	Project Category	FY 2011 Expenditures	FY 2012 Expenditures	FY 2013 Expenditures	FY 2014 Expenditures	FY 2015 Expenditures YTD
PE-05010	College Terrace Library Improvements	Buildings and Facilities	846,020	7,344	4,600		
PE-06001	San Antonio Bridge Structural Repairs & Maintenance	Buildings and Facilities	82,782				
PE-09003	City Facility Parking Lot Maintenance	Buildings and Facilities		51,098	30,634	12,446	3,030
PE-09005	Downtown Library Improvements	Buildings and Facilities	3,133,576	714,043	31,093	580	
PE-09006	Mitchell Park Library & Community Center (New Construction)	Buildings and Facilities	10,381,000	14,213,182	8,691,974	4,150,743	1,151,848
PE-09010	Library & Community Center Temporary Facilities	Buildings and Facilities	110,020	2,205	412		4,540
PE-10002	Ventura Community Center and Park	Buildings and Facilities		21,130	287,503	140,475	

Attachment C

General Fund Capital Improvement Program Expenditures by Project Category for Fiscal Years 2011-2015

Project Number	Project Title	Project Category	FY 2011 Expenditures	FY 2012 Expenditures	FY 2013 Expenditures	FY 2014 Expenditures	FY 2015 Expenditures YTD
PE-11000	Main Library New Construction and Improvements	Buildings and Facilities	792,913	1,139,804	741,837	11,548,567	8,591,707
PE-11012	Temporary Main Library	Buildings and Facilities		96,435	429,616	29,997	
PE-12017	City Hall 1st Floor	Buildings and Facilities		63,537	91,491	377,655	1,153,722
PE-14015	Lucie Stern Mechanical/Electrical Upgrades	Buildings and Facilities				219,686	72,331
PE-14018	Baylands Interpretive Center Improvements & Boardwalk Repair	Buildings and Facilities				28,738	1,063
PE-98020	Public Safety Building	Buildings and Facilities	30,910	14,943	7,252	17,143	3,604
PE-95030	Downtown Parking Structure	Buildings and Facilities	469				

Attachment C

General Fund Capital Improvement Program Expenditures by Project Category for Fiscal Years 2011-2015

Project Number	Project Title	Project Category	FY 2011 Expenditures	FY 2012 Expenditures	FY 2013 Expenditures	FY 2014 Expenditures	FY 2015 Expenditures YTD
PF-00006	Roofing Replacement	Buildings and Facilities	104,617	319,495	246,068	119,682	3,559
PF-01002	Civic Center Infrastructure Improvements	Buildings and Facilities	3,803,962	1,950,609	423,121	344,298	42,329
PF-01003	Building Systems Improvements	Buildings and Facilities	74,876	59,798	34,320	150,878	
PF-01004	Fire Station Improvements	Buildings and Facilities	394				
PF-02022	Facility Interior Finishes	Buildings and Facilities	23,874	234,085	70,609	390,667	17,940
PF-04000	Security System Improvements	Buildings and Facilities	3,581				
PF-05002	Municipal Service Center Renovation	Buildings and Facilities	12,176				

Attachment C

General Fund Capital Improvement Program Expenditures by Project Category for Fiscal Years 2011-2015

Project Number	Project Title	Project Category	FY 2011 Expenditures	FY 2012 Expenditures	FY 2013 Expenditures	FY 2014 Expenditures	FY 2015 Expenditures YTD
PF-05003	Foothills Park Interpretive Center Improvements	Buildings and Facilities	12,897	141,633	7,869	36,063	2,768
PF-06004	Cubberley Restroom Renovation	Buildings and Facilities	27,422	3,129	11,849	86	
PF-07000	Art Center Electrical & Mechanical Upgrades	Buildings and Facilities	543,877	4,628,983	2,418,160	5,223	1,470
PF-07003	Children's Theatre Fire/Life Safety Upgrade	Buildings and Facilities	6,150	131			
PF-07011	Roth Building Maintenance	Buildings and Facilities		1,205			
PF-09000	Children's Theatre Improvements	Buildings and Facilities			30,199	52,172	
PF-09002	Lucie Stern Community Center and Theatre Exterior Paint	Buildings and Facilities	90,816				

Attachment C

General Fund Capital Improvement Program Expenditures by Project Category for Fiscal Years 2011-2015

Project Number	Project Title	Project Category	FY 2011 Expenditures	FY 2012 Expenditures	FY 2013 Expenditures	FY 2014 Expenditures	FY 2015 Expenditures YTD
PF-10002	Lot "J" Cowper/Webster Structural Repairs	Buildings and Facilities	15,260	32,672	448,804		
PF-11001	Council Chambers Carpet Replacement	Buildings and Facilities					80,000
PF-14000	Cubberley Roof Replacements	Buildings and Facilities				1,489	298,696
PF-14002	Fire Station 1 Improvements	Buildings and Facilities				820	151
PF-14003	University Avenue Parking District Parking Improvements	Buildings and Facilities				51,117	
PF-15005	Emergency Facility Improvements	Buildings and Facilities					48,058
PF-93009	ADA Compliance	Buildings and Facilities	9,994	167,537	10,019	16,024	834
Total Buildings and Facilities			\$ 20,250,843	\$ 23,867,878	\$ 14,040,559	\$ 17,934,710	\$ 11,607,076

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General Fund Capital Improvement Program Expenditures by Project Category for Fiscal Years 2011-2015

Project Number	Project Title	Project Category	FY 2011 Expenditures	FY 2012 Expenditures	FY 2013 Expenditures	FY 2014 Expenditures	FY 2015 Expenditures YTD
AC-86017	Art in Public Places	Land and Land Improvements	\$ 77,956	\$ 17,171	\$ 59,526	\$ 80,497	\$ 40,015
AS-08000	Acquisition of Los Altos Treatment Plant	Land and Land Improvements			400,000		
AS-09000	City of Palo Alto Municipal Airport Transition Project	Land and Land Improvements	4,050				
PE-09004	Los Altos Treatment Plant Master Plan Study	Land and Land Improvements	16,278				
Total Land and Land Improvements			\$ 98,284	\$ 17,171	\$ 459,526	\$ 80,497	\$ 40,015
FD-12000	ALS EKG Monitor Replacement	Miscellaneous			\$ 517,914	\$ 92,966	

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General Fund Capital Improvement Program Expenditures by Project Category for Fiscal Years 2011-2015

Project Number	Project Title	Project Category	FY 2011 Expenditures	FY 2012 Expenditures	FY 2013 Expenditures	FY 2014 Expenditures	FY 2015 Expenditures YTD
LB-11000	Furniture & Technology for Measure N Project	Miscellaneous	\$ 28,124	\$ 178,774	531,457	449,827	\$ 399,653
PE-12002	Tree Wells - University Avenue Irrigation	Miscellaneous		28,743	152,993	37,553	350
PE-12004	Municipal Services Center Facilities Study	Miscellaneous		220			
PE-12009	Alma Guardrail	Miscellaneous		5,888	34,353	397	
PD-08000	Crime Scene Evidence Collection Vehicle	Miscellaneous	174,201	6,039			
PF-12004	Citywide Backflow Preventer Installations	Miscellaneous			95,643		
PO-10002	Downtown Tree Grates	Miscellaneous	8,136				
PO-12002	LATP Site Development Preparation & Security	Miscellaneous		8,636	7,668	61,147	

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General Fund Capital Improvement Program Expenditures by Project Category for Fiscal Years 2011-2015

Project Number	Project Title	Project Category	FY 2011 Expenditures	FY 2012 Expenditures	FY 2013 Expenditures	FY 2014 Expenditures	FY 2015 Expenditures YTD
		Total Miscellaneous	\$ 210,461	\$ 228,300	\$ 1,340,028	\$ 641,890	\$ 400,003
FD-05000	Sixteen (16) ALS Monitors	Non-Infrastructure Management Plan	\$ 434				
PD-07000	Mobile Command Vehicle	Non-Infrastructure Management Plan	695,337				
PL-05002	Charleston/Arastradero Corridor Plan	Non-Infrastructure Management Plan	193,613	\$ 26,988			
PL-06002	Comprehensive Parking Signage Plan	Non-Infrastructure Management Plan		4,248			
		Total Non-Infrastructure Management Plan	\$ 889,384	\$ 31,236	\$ -	\$ -	\$ -
AC-10000	Junior Museum & Zoo New Bobcat Habitat	Parks and Open Space	\$ 23,210				

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General Fund Capital Improvement Program Expenditures by Project Category for Fiscal Years 2011-2015

Project Number	Project Title	Project Category	FY 2011 Expenditures	FY 2012 Expenditures	FY 2013 Expenditures	FY 2014 Expenditures	FY 2015 Expenditures YTD
AC-12001	Junior Museum & Zoo Perimeter Fence and Footpath	Parks and Open Space			\$ 31,101		
OS-00001	Open Space Trails and Amenities	Parks and Open Space	47,473	\$ 162,466	125,150	\$ 93,274	\$ 136,816
OS-00002	Open Space Lakes & Ponds Maintenance	Parks and Open Space	54,097	24,615	15,000	35,000	14,067
OS-07000	Foothills Park Road Improvements	Parks and Open Space		150,000			
OS-09001	Off-Road Pathway Resurfacing and Repair	Parks and Open Space		4,130	13,248	52,060	1,250
OS-09002	Baylands Emergency Access Levee Repair	Parks and Open Space			54,098		
PE-06005	University Avenue Gateway Landscaping Improvements	Parks and Open Space	1,479	429	486		

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General Fund Capital Improvement Program Expenditures by Project Category for Fiscal Years 2011-2015

Project Number	Project Title	Project Category	FY 2011 Expenditures	FY 2012 Expenditures	FY 2013 Expenditures	FY 2014 Expenditures	FY 2015 Expenditures YTD
PE-06007	Park Restroom Installation	Parks and Open Space	224,048	98,119	147,865	132,515	
PE-07005	California Avenue Improvements	Parks and Open Space	53,810				
PE-08001	Rinconade Park Improvements	Parks and Open Space				2,591	1,089
PE-08004	Lytton Plaza Renovation	Parks and Open Space	2,545	11,793	11,570	3,542	
PE-09002	Greer Park Phase IV	Parks and Open Space	925,076	142,030	8,078		
PE-12003	Rinconada Park Master Plan & Design	Parks and Open Space		121,690	118,299	36,125	5,706
PE-12012	Eleanor Pardee Park Improvements	Parks and Open Space		21,827	26,641	657,659	308

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General Fund Capital Improvement Program Expenditures by Project Category for Fiscal Years 2011-2015

Project Number	Project Title	Project Category	FY 2011 Expenditures	FY 2012 Expenditures	FY 2013 Expenditures	FY 2014 Expenditures	FY 2015 Expenditures YTD
PE-12013	Magical Bridge Playground	Parks and Open Space		129,237	92,606	134,795	1,967,097
PE-13003	Parks Master Plan	Parks and Open Space			29,193	120,719	168,612
PE-13005	City Hall/King Plaza Landscape	Parks and Open Space			1,337	72,956	13,462
PE-13007	El Camino Park Dog Park	Parks and Open Space			977	2,117	347
PE-13008	Bowden Park Improvements	Parks and Open Space				36,961	27,719
PE-13010	Greer Park Renovations	Parks and Open Space			1,896	58,589	1,559
PE-13016	El Camino Park Expanded Parking Lot and New Restroom	Parks and Open Space			8,886	33,976	52,543

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General Fund Capital Improvement Program Expenditures by Project Category for Fiscal Years 2011-2015

Project Number	Project Title	Project Category	FY 2011 Expenditures	FY 2012 Expenditures	FY 2013 Expenditures	FY 2014 Expenditures	FY 2015 Expenditures YTD
PE-13020	Byxbee Park Trails	Parks and Open Space			21,374	4,625	56,061
PE-14010	LATP Site Development Preparation & Security Improvements	Parks and Open Space				9,764	1,322
PE-15022	Palo Alto Community Gardens Irrigation System	Parks and Open Space					5,203
PE-15028	Baylands Levee Improvements Feasibility Study	Parks and Open Space					58,500
PF-12001	Parks and PWD Trees Work Space Improvements	Parks and Open Space		836	7,515	371,406	249
PG-06001	Tennis and Basketball Court Resurfacing	Parks and Open Space	77,512	53,635	506		
PG-06003	Benches, Signage, Fencing, Walkways, and Perimeter Landscaping	Parks and Open Space	118,366	105,225	168,788	242,964	34,056

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General Fund Capital Improvement Program Expenditures by Project Category for Fiscal Years 2011-2015

Project Number	Project Title	Project Category	FY 2011 Expenditures	FY 2012 Expenditures	FY 2013 Expenditures	FY 2014 Expenditures	FY 2015 Expenditures YTD
PG-09002	Park and Open Space Emergency Repairs	Parks and Open Space	147,651	52,875	42,793	100,044	12,070
PG-09003	Park Maintenance Shop Remodel	Parks and Open Space	55,414	2,244	3,760		
PG-11000	Hopkins Park Improvements	Parks and Open Space			4,100	8,400	
PG-11001	Cogswell Plaza Improvements	Parks and Open Space		11,123	134,635		
PG-11002	Monroe Park Improvements	Parks and Open Space			3,200	794	3,000
PG-11003	Scott Park Improvements	Parks and Open Space				618	
PG-12002	Golf Course Tree Maintenance	Parks and Open Space		21,014		3,597	28,358

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General Fund Capital Improvement Program Expenditures by Project Category for Fiscal Years 2011-2015

Project Number	Project Title	Project Category	FY 2011 Expenditures	FY 2012 Expenditures	FY 2013 Expenditures	FY 2014 Expenditures	FY 2015 Expenditures YTD
PG-13001	Stanford/Palo Alto Soccer Turf Replacement	Parks and Open Space					373
PG-13002	El Camino Park Playing Fields and Amenities	Parks and Open Space				314,994	22,300
PG-13003	Golf Reconfiguring	Parks and Open Space			406,950	367,478	50,583
Total Parks and Open Space			\$ 1,730,681	\$ 1,113,288	\$ 1,480,052	\$ 2,897,563	\$ 2,662,650
PE-00104	San Antonio Road Median Improvements	Streets and Sidewalks	\$ 142,556	\$ 676,384	\$ 314,834	\$ 58,823	
PE-11011	Highway 101 Pedestrian / Bicycle Overcrossing	Streets and Sidewalks	194,020	115,011	263,479	270,055	\$ 115,010
PE-12011	Newell Road Bridge / San Francisquito Creek Bridge Replacement	Streets and Sidewalks		55,715	328,933	163,774	27,642

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General Fund Capital Improvement Program Expenditures by Project Category for Fiscal Years 2011-2015

Project Number	Project Title	Project Category	FY 2011 Expenditures	FY 2012 Expenditures	FY 2013 Expenditures	FY 2014 Expenditures	FY 2015 Expenditures YTD
PE-13011	Charleston/Arastradero Corridor Project	Streets and Sidewalks			32,880	106,656	264,107
PE-13012	Structural Assessment of City Bridges	Streets and Sidewalks					285
PE-13014	Streetlight Condition Assessment	Streets and Sidewalks					662
PE-13017	El Camino Median Landscape Improvements	Streets and Sidewalks					2,620
PE-13022	University Avenue Pedestrian/Bicycle Underpass Rehabilitation	Streets and Sidewalks			178,901		
PE-86070	Street Improvements (Street Improvement Fund)	Streets and Sidewalks	4,710,791	3,170,679	7,097,782	5,072,597	2,467,328
PL-00026	Safe Routes to School	Streets and Sidewalks	20,750	87,321	294,601	439,395	76,843

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General Fund Capital Improvement Program Expenditures by Project Category for Fiscal Years 2011-2015

Project Number	Project Title	Project Category	FY 2011 Expenditures	FY 2012 Expenditures	FY 2013 Expenditures	FY 2014 Expenditures	FY 2015 Expenditures YTD
PL-04010	Bicycle Transportation Plan Implementation Project	Streets and Sidewalks	80,862	103,599	57,921	135,827	430,287
PL-05030	Traffic Signal Upgrades	Streets and Sidewalks	183,141	244,272	385,302	290,944	236,636
PL-07002	El Camino Real/ Stanford Intersection	Streets and Sidewalks	247,112	341,683	963,546		
PL-11001	Dinah SummerHill Pedestrian/Bicycle Path	Streets and Sidewalks		188,187	2,845	6,853	
PL-11002	California Avenue Transit Hub Corridor	Streets and Sidewalks		16,361	81,210	573,960	2,576,593
PL-11003	Palo Alto Traffic Signal Central System	Streets and Sidewalks	35,528				
PL-11004	Alma Street Traffic Signal Improvements	Streets and Sidewalks			645		

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General Fund Capital Improvement Program Expenditures by Project Category for Fiscal Years 2011-2015

Project Number	Project Title	Project Category	FY 2011 Expenditures	FY 2012 Expenditures	FY 2013 Expenditures	FY 2014 Expenditures	FY 2015 Expenditures YTD
PL-12000	Transportation and Parking Improvements	Streets and Sidewalks		91,002	292,854	579,002	293,888
PL-14000	El Camino Real and Churchill Avenue Intersection Improvements	Streets and Sidewalks				8,225	9,292
PL-14001	Matador Creek Trail	Streets and Sidewalks					12,054
PL-98013	School Commute Safety Improvements (SIF)	Streets and Sidewalks	6,170				
PO-05054	Street Light Improvements	Streets and Sidewalks	159,070	61,844	69,707	74,636	18,147
PO-11000	Sign Reflectivity Upgrade	Streets and Sidewalks		20,792	136,380	2,029	17,475
PO-11001	Thermoplastic Lane Marking and Striping	Streets and Sidewalks	29,639	127,958	74,614	82,332	

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General Fund Capital Improvement Program Expenditures by Project Category for Fiscal Years 2011-2015

Project Number	Project Title	Project Category	FY 2011 Expenditures	FY 2012 Expenditures	FY 2013 Expenditures	FY 2014 Expenditures	FY 2015 Expenditures YTD
PO-12000	Wilkie Way Bridge Deck Replacement	Streets and Sidewalks				37,944	
PO-12001	Curb and Gutter Repairs	Streets and Sidewalks		1,851	287,582	368,699	2,962
PO-12003	Foothills Fire Management	Streets and Sidewalks			19,884	113,723	
PO-89003	Sidewalk Improvements	Streets and Sidewalks	1,611,917	1,673,715	1,864,954	2,160,793	1,336,097
Total Streets and Sidewalks			\$ 7,421,556	\$ 6,977,019	\$ 12,748,209	\$ 10,546,267	\$ 7,887,928
Grand Total			\$ 30,601,209	\$ 32,234,892	\$ 30,068,374	\$ 32,100,927	\$ 22,597,672

Attachment D

FY 2015 MID-YEAR CAPITAL IMPROVEMENT PROGRAM PROJECTS STATUS
GENERAL FUND
COMMUNITY SERVICES DEPARTMENT

Project Number	Project Title	Project Category	Total Budget From Inception	FY 2015 Available Budget	FY 2015 Expenditures	FY 2015 Labor Adjustments	FY 2015 Encumbrances	Remaining Balance	Percent Expended/Encumbered	Project Status	Estimated Completion Date	Comments
MINOR PROJECTS												
AC-09001	Children's Theatre Replacement and Expansion	Buildings and Facilities	\$107,600	\$98,000	\$64,235	\$0	\$33,765	\$0	100%	Construction	Jun 15	Construction began in May 2014 for installation of a theatrical audio system, inclusive of an assisted listening system.
AC-09002	Community Theater Sound System Replacement	Buildings and Facilities	\$200,000	\$106,767	\$59,513	\$0	\$26,594	\$20,660	90%	Construction	Oct 15	This project is under construction and it is anticipated that it will be fully expended upon completion in Fall 2015.
AC-14000	Art Center Auditorium Audio, Visual, and Furnishings	Buildings and Facilities	\$150,000	\$150,000	\$5,678	\$0	\$0	\$144,322	4%	Design	Sep 15	Replacement of audio visual equipment and furnishings to return auditorium back to intended use after being vacated by temporary library.
CC-09001	Dimmer Replacement and Lighting System	Buildings and Facilities	\$180,651	\$11,590	\$0	\$0	\$11,565	\$25	100%	Complete	Nov '13	Theatre dimmer system replaced and most lights converted to LED. Remaining funding recommended to be restored to Infrastructure Reserve as part of this report.
OS-09002	Baylands Emergency Access Levee Repair	Parks and Open Space	\$175,000	\$120,902	\$0	\$0	\$0	\$120,902	31%	Design	Sept 15	Design and EIR complete. Project now independent of JPA and will no longer be paired with JPA flood control project. Construction start date pending permits.
PG-09003	Park Maintenance Shop Remodel	Parks and Open Space	\$159,096	\$94,419	\$0	\$0	\$0	\$94,419	41%	Complete	Feb 15	This project is complete and will be closed out as part of the 2016 budget process.
PG-11000	Hopkins Park Improvements	Parks and Open Space	\$95,000	\$82,500	\$0	\$0	\$82,500	\$0	100%	Construction	Feb 15	Design Complete. Construction contract awarded. Project scheduled for completion in February 2015.
PG-11002	Monroe Park Improvements	Parks and Open Space	\$250,000	\$246,006	\$3,000	\$0	\$6,300	\$236,706	5%	Design	Aug 15	Design is 90% complete. This project is scheduled to go out to bid in April 2015.
PG-11003	Scott Park Improvements	Parks and Open Space	\$100,000	\$99,383	\$0	\$0	\$99,383	\$0	100%	Design	Jun 15	Design complete. (paid under PG-06003). Out to bid December 2014.
PG-12001	Stanford / Palo Alto Playing Field Netting	Parks and Open Space	\$50,000	\$50,000	\$0	\$0	\$0	\$50,000	0%	Design	TBD	Project to be done concurrently with project PG-13001 Stanford Palo Alto Soccer Turf Replacement.
PG-12002	Golf Course Tree Maintenance	Parks and Open Space	\$43,597	\$40,000	\$28,358	\$0	\$0	\$11,642	73%	Ongoing	TBD	Further utilization of this project may be necessary for emergency tree care until the Golf Course reconfiguration project commences.
PG-12004	Sarah Wallis Park Improvements	Parks and Open Space	\$65,000	\$65,000	\$0	\$0	\$0	\$65,000	0%	Pre-Design	TBD	Staff in initial planning and development of scope of contract.
PG-14000	Ramos Park Improvements	Parks and Open Space	\$175,000	\$175,000	\$0	\$0	\$0	\$175,000	0%	Design	Aug 15	Staff in initial planning and development of scope of contract.
MULTI-YEAR PROJECTS												
OS-00001	Open Space Trails & Amenities	Parks and Open Space	\$2,401,209	\$388,640	\$136,816	\$0	\$32,712	\$219,112	N/A	Ongoing	Ongoing	Various trail improvements at Arastradero, Foothills Park and Baylands. In Year 1 of a 3 year contract.
OS-00002	Open Space Lakes & Ponds Maintenance	Parks and Open Space	\$442,183	\$14,920	\$14,067	\$0	\$3,517	(\$2,664)	N/A	Ongoing	Ongoing	Contract awarded in October 2014. In year 1 of 3 year contract for maintenance of Boronda Lake.

Attachment D

**FY 2015 MID-YEAR CAPITAL IMPROVEMENT PROGRAM PROJECTS STATUS
GENERAL FUND
COMMUNITY SERVICES DEPARTMENT**

Project Number	Project Title	Project Category	Total Budget From Inception	FY 2015 Available Budget	FY 2015 Expenditures	FY 2015 Labor Adjustments	FY 2015 Encumbrances	Remaining Balance	Percent Expended/ Encumbered	Project Status	Estimated Completion Date	Comments
OS-09001	Off-Road Pathway Resurfacing and Repair	Parks and Open Space	\$426,357	\$361,049	\$1,250	\$0	\$0	\$359,799	N/A	Ongoing	Ongoing	Work is now done in-house by Public Works Engineering or combined with their paving contracts.
PG-06001	Tennis & Basketball Court Resurfacing	Parks and Open Space	\$956,443	\$465,112	\$0	\$0	\$13,360	\$451,752	N/A	Ongoing	Ongoing	Staff in planning and development of scope of contract.
PG-06003	Benches, Signage, Fencing, Walkways, and Perimeter Landscaping	Parks and Open Space	\$928,643	\$160,092	\$34,056	\$0	\$66,568	\$59,468	N/A	Ongoing	Ongoing	Recent projects completed: Golf Course signage, Lucie Stern brick pathway design, and Baylands Nature Preserve picnic area site improvements.
PG-09002	Park and Open Space Emergency Repairs	Parks and Open Space	\$492,761	\$100,325	\$12,070	\$0	\$73,617	\$14,638	N/A	Ongoing	Ongoing	Recent projects completed: Playground equipment repairs at Cameron, Werry and Rinconada Parks.
PG-13001	Stanford / Palo Alto Soccer Turf Replacement	Parks and Open Space	\$725,000	\$725,000	\$373	\$0	\$0	\$724,627	0%	Design	Aug 15	It is expected that this project will go out to bid in May 2015. Estimated completion is August 2015.
PG-13002	El Camino Park Playing Fields and Amenities	Parks and Open Space	\$3,538,700	\$3,223,706	\$22,300	\$0	\$2,614	\$3,198,792	10%	Construction	Nov 15	Currently under construction. Estimated project completion is November 2015.
PG-13003	Golf Course Reconfiguration and Baylands Athletic Center	Parks and Open Space	\$11,258,312	\$10,483,884	\$50,583	\$0	\$436,314	\$9,996,987	11%	Design	Oct 17	Waiting for permits from state and federal resource agencies to begin construction; funds anticipated to be reappropriated to FY 2016 as part of FY 2016 Proposed Capital Budget.

FY 2015 MID-YEAR CAPITAL IMPROVEMENT PROGRAM PROJECTS STATUS
GENERAL FUND Attachment D
FIRE DEPARTMENT

Project Number	Project Title	Project Category	Total Budget From Inception	FY 2015 Available Budget	FY 2015 Expenditures	FY 2015 Labor Adjustments	FY 2015 Encumbrances	Remaining Balance	Percent Complete	Percent Expended/ Encumbered	Estimated Completion Date	Comments
MINOR PROJECTS												
FD-14002	Fire Ringdown System Replacement	Buildings and Facilities	\$157,500	\$157,500	\$0	\$0	\$0	\$157,500	0%	Pre-design	Jun-2016	It is anticipated that funding will be reappropriated to FY 2016 as part of the 2016 Proposed Capital Budget.
MULTI-YEAR PROJECTS												
FD-12000	ALS EKG Monitor Replacement	Miscellaneous	\$610,884	\$3	\$0	\$0	\$0	\$3	100%	Complete		Project Complete. Remaining funding recommended to be restored to the Infrastructure Reserve as part of this report.
FD-13000	Long Range CCTV Cameras	Miscellaneous	\$65,000	\$65,000	\$0	\$0	\$0	\$65,000	0%	Pre-design		It is anticipated that funding will be reappropriated to FY 2016 as part of the 2016 Proposed Capital Budget.

**FY 2015 MID-YEAR CAPITAL IMPROVEMENT PROGRAM PROJECTS STATUS
GENERAL FUND
LIBRARY SERVICES DEPARTMENT**

Project Number	Project Title	Project Category	Total Budget From Inception	FY 2015 Available Budget	FY 2015 Expenditures	FY 2015 Labor Adjustments	FY 2015 Encumbrances	Remaining Balance	Percent Expended/ Encumbered	Project Status	Estimated Completion Date	Comments
MULTI-YEAR PROJECTS												
LB-11000	Furniture & Technology for Library Measure N Project	Miscellaneous	\$2,471,000	\$1,282,817	\$399,653	\$0	\$806,861	\$76,303	97%	Construction	Jun 15	It is anticipated that this project will be complete by the end of this fiscal year.

**FY 2015 MID-YEAR CAPITAL IMPROVEMENT PROGRAM PROJECTS STATUS
GENERAL FUND
PLANNING AND COMMUNITY ENVIRONMENT DEPARTMENT**

Attachment D

Project Number	Project Title	Project Category	Total Budget From Inception	FY 2015 Available Budget	FY 2015 Expenditures	FY 2015 Labor Adjustments	FY 2015 Encumbrances	Remaining Balance	Percent Expended/ Encumbered	Project Status	Estimated Completion Date	Comments
MINOR PROJECTS												
PL-11001	Dinah SummerHill Pedestrian Bicycle Path	Streets and Sidewalks	\$309,101	\$116,052	\$0	\$0	\$0	\$116,052	62%	Design	Jun 15	It is anticipated that construction on this project will commence in Summer 2015.
PL-14000	El Camino Real and Churchill Avenue Intersection Improvements	Streets and Sidewalks	\$307,608	\$299,384	\$9,292	\$0	\$257,483	\$32,609	89%	Construction	Jun 15	It is anticipated that this project will be completed by the end of this fiscal year.
PL-15001	Embarcadero Road Corridor Improvements	Streets and Sidewalks	\$498,957	\$498,957	\$0	\$0	\$0	\$498,957	0%	Design	Fall 2015	It is anticipated that construction on this project will commence in May 2015.
MULTI-YEAR PROJECTS												
PL-00026	Local and Neighborhood Collector Street Traffic Calming Program (SIF) ("Safe Routes To Schools")	Streets and Sidewalks	\$1,772,077	\$523,920	\$76,843	\$0	\$212,274	\$234,803	N/A	Ongoing	N/A	Ongoing project
PL-04010	Bicycle and Pedestrian Transportation Plan Implementation Project	Streets and Sidewalks	\$2,765,106	\$2,348,414	\$430,287	\$0	\$530,883	\$1,387,244	N/A	Ongoing	N/A	Ongoing project
PL-11002	California Avenue Transit Hub Corridor	Streets and Sidewalks	\$6,873,206	\$6,201,983	\$2,576,593	\$0	\$1,282,971	\$2,342,419	66%	Construction	Spring 2015	It is anticipated that this project will be completed by the end of this fiscal year.
PL-11003	Palo Alto Traffic Signal Central System	Streets and Sidewalks	\$400,000	\$364,472	\$0	\$0	\$0	\$364,472	9%	Design	December 2015	It is anticipated that this project will be completed by the end of this calendar year.
PL-12000	Transportation and Parking Improvements	Streets and Sidewalks	\$3,435,255	\$2,563,397	\$293,888	\$0	\$828,510	\$1,440,999	58%	Ongoing	N/A	Ongoing project

**FY 2015 MID-YEAR CAPITAL IMPROVEMENT PROGRAM PROJECTS STATUS
GENERAL FUND
PLANNING AND COMMUNITY ENVIRONMENT DEPARTMENT**

Attachment D

Project Number	Project Title	Project Category	Total Budget From Inception	FY 2015 Available Budget	FY 2015 Expenditures	FY 2015 Labor Adjustments	FY 2015 Encumbrances	Remaining Balance	Percent Expended/ Encumbered	Project Status	Estimated Completion Date	Comments
PL-14001	Matadero Creek Trail	Streets and Sidewalks	\$425,814	\$425,814	\$12,054	\$0	\$357,392	\$56,368	87%	Design	FY 2018	It is anticipated that design for this project will continue through FY 2016 and the project will be completed in FY 2018.

FY 2015 MID-YEAR CAPITAL IMPROVEMENT PROGRAM PROJECTS STATUS
GENERAL FUND
POLICE DEPARTMENT

Project Number	Project Title	Project Category	Budget From Inception	FY 2015 Available Budget	FY 2015 Expenditures	FY 2015 Labor Adjustments	FY 2015 Encumbrances	Remaining Balance	Percent Expended/ Encumbered	Project Status	Estimated Completion Date	Comments
MINOR PROJECTS												
PD-14000	Internal Alarm System Replacement	Buildings and Facilities	\$78,000	\$78,000	\$0	\$0	\$0	\$78,000	0%	Pre-design	Dec-2015	It is anticipated that funding will be reappropriated to FY 2016 as part of the 2016 Proposed Capital Budget.

FY 2015 MID-YEAR CAPITAL IMPROVEMENT PROGRAM PROJECTS STATUS
GENERAL FUND
PUBLIC WORKS DEPARTMENT

Attachment D

Project Number	Project Title	Project Category	Total Budget From Inception	FY 2015 Available Budget	FY 2015 Expenditures	FY 2015 Labor Adjustments	FY 2015 Encumbrances	Remaining Balance	Percent Expended/Encumbered	Project Status	Estimated Completion Date	Comments
MINOR PROJECTS												
PE-08004	Lytton Plaza Renovation	Parks and Open Space	\$777,668	\$1,500	\$0	\$0	\$0	\$1,500	100%	Complete	2010	This project has been completed. A recommendation to restore remaining funding to the Infrastructure Reserve is recommended as part of this report.
PE-11011	Highway 101 Pedestrian/Bicycle Overcrossing	Streets and Sidewalks	\$2,205,232	\$1,437,927	\$115,010	\$0	\$138,182	\$1,184,735	46%	Design	Dec-18	Design competition completed, currently reviewing options with boards and commissions
PE-12002	Tree Wells - University Avenue Irrigation	Miscellaneous	\$194,845	\$4,299	\$350	\$0	\$0	\$3,949	100%	Complete	2013	This project has been completed. A recommendation to restore remaining funding to the Infrastructure Reserve is recommended as part of this report.
PE-12003	Rinconada Park Long Range Plan & Design	Parks and Open Space	\$225,893	\$13,228	\$5,706	\$0	\$121,565	(\$114,043)	150%	Environmental Review	15-Dec	Completion pending environmental review
PE-12009	Alma Guardrail	Miscellaneous	\$40,871	\$232	\$0	\$0	\$0	\$232	100%	Complete		This project has been completed. A recommendation to restore remaining funding to the Infrastructure Reserve is recommended as part of this report.
PE-12013	Magical Bridge Playground	Parks and Open Space	\$3,454,665	\$3,163,074	\$1,967,097	\$0	\$1,151,980	\$43,997	99%	Construction	Spring 2015	Construction started June 2014 and is anticipated to be completed in FY 2015
PE-12017	City Hall First Floor Renovations	Buildings and Facilities	\$4,087,633	\$3,618,484	\$1,153,722	\$0	\$2,315,872	\$148,890	96%	Construction	Jun-15	Renovated 1st floor HR space; moved utilities cust service to 1st floor; began 2nd floor renovation;
PE-13003	Parks Master Plan	Parks and Open Space	\$566,947	\$417,035	\$168,612	\$0	\$231,770	\$16,653	97%	Design	Winter 2015	Completed community outreach and site analysis; starting prioritization phase
PE-13008	Bowden Park Improvements	Parks and Open Space	\$357,595	\$320,634	\$27,719	\$0	\$16,120	\$276,795	23%	Design	Winter 2015	Design approved by ARB; Construction plans being drafted
PE-13010	Greer Park Renovations	Parks and Open Space	\$318,562	\$258,077	\$1,559	\$0	\$46,500	\$210,018	34%	Construction	Summer 2015	Completed design of skate park and pathways
PE-13012	Structural Assessment of City Bridges	Streets and Sidewalks	\$185,394	\$185,394	\$285	\$0	\$150,000	\$35,109	81%	Study	Oct-15	Anticipate award of consultant contract by City Council in March/April 2015, with work expected to take 5-6 months to complete. It is anticipated that request to reappropriate some portion of remaining funding to FY 2016 will be included in the Proposed Capital Budget.
PE-13014	Streetlight Condition Assessment	Streets and Sidewalks	\$220,078	\$220,078	\$662	\$0	\$0	\$219,416	0%	Study	Dec-15	Sending out RFP in spring 2015
PE-13016	El Camino Park Expanded Parking Lot and New Restroom	Parks and Open Space	\$1,002,860	\$959,999	\$52,543	\$0	\$5,025,621	(\$4,118,165)	511%	Construction	Dec-15	Construction contract awarded in December 2014; construction to start in February 2015. BAO to be posted.
PE-13020	Byxbee Park Trails	Parks and Open Space	\$360,607	\$334,608	\$56,061	\$0	\$8,410	\$270,137	25%	Design	Jun-16	The interim park plan (design) is near 100% complete and will go to the PRC in March. Trails are being constructed as landfill capping occurs; other amenities such as benches, signage and vegetative islands to be added/constructed in FY 2016.
PE-14010	LATP Site Development Preparation & Security Improvements	Parks and Open Space	\$1,668,782	\$1,659,018	\$1,322	\$0	\$170,991	\$1,486,705	11%	Close		Permitting agencies would not accept applications without proposed use of property. A recommendation to restore remaining funding to the Infrastructure Reserve is included as part of this report.
PE-14015	Lucie Stern Mechanical/Electrical Upgrades	Buildings and Facilities	\$2,808,133	\$2,588,447	\$72,331	\$0	\$54,725	\$2,461,391	12%	Design	Dec-15	Submitted for building permit
PE-15020	Civic Center Waterproofing Study	Buildings and Facilities	\$258,492	\$258,492	\$0	\$0	\$0	\$258,492	0%	Pre-design	Dec-15	RFP to be issued in second half of FY 2015.
PE-15022	Palo Alto Community Gardens Irrigation System	Parks and Open Space	\$256,504	\$256,504	\$5,203	\$0	\$0	\$251,301	2%	Design	Dec-15	Community outreach and construction plan being drafted

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PE-15028	Baylands Levee Improvements Feasibility Study	Parks and Open Space	\$500,000	\$500,000	\$58,500	\$0	\$441,500	\$0	100%	Pre-design	Dec-15	Project being conducted in partnership with San Francisco Creek Joint Powers Authority (JPA); funds will need to be reappropriated into FY2016.
PF-04000	Security System Improvements	Buildings and Facilities	\$275,000	\$59,768	\$0	\$0	\$0	\$59,768	78%	Construction	Jun-15	Work should be complete as of end of fiscal year.
PF-06004	Cubberley Restroom Renovation	Buildings and Facilities	\$41,678	\$50	\$0	\$0	\$0	\$50	100%	Close	Jun-15	Project funding reduced in FY 2014. Remaining funding is recommended to be restored to Infrastructure Reserve as part of this report.
PF-07011	Roh Building Maintenance	Buildings and Facilities	\$224,395	\$58,576	\$0	\$0	\$9,108	\$49,468	78%	Ongoing	Jun-20	Patch of roofing completed.
PF-11001	Council Chambers Carpet Replacement	Buildings and Facilities	\$80,000	\$80,000	\$80,000	\$0	\$0	\$0	100%	Complete	Aug-14	Project completed.
PF-12001	Parks and PWD Trees Work Space Improvements	Parks and Open Space	\$420,773	\$41,853	\$249	\$0	\$0	\$41,604	100%	Complete	Dec-15	Project completed. Remaining funding is recommended to be restored to the Infrastructure Reserve as part of this report.
PF-12004	Citywide Backflow Preventer Installations	Miscellaneous	\$100,643	\$5,000	\$0	\$0	\$0	\$5,000	100%	Complete	Dec-15	Project completed. Remaining funding is recommended to be restored to the Infrastructure Reserve as part of this report.
PF-14002	Fire Station 1 Improvements	Buildings and Facilities	\$280,377	\$279,557	\$151	\$0	\$1	\$279,405	0%	Pre-construction	Jun-15	It is anticipated that work will be complete by the end of FY 2015.
PF-15000	Rinconada Pool Locker Room	Buildings and Facilities	\$423,218	\$423,218	\$0	\$0	\$0	\$423,218	0%	Pre-construction	Jun-16	Meetings have been held and it was determined to schedule construction for January 2016 since committee wanted to look at all of Rinconada and not just pool area. As a result, it is anticipated that the 2016 Proposed Capital Budget will include a recommendation to carry forward remaining funding to FY 2015.
PF-15005	Emergency Facility Improvements	Buildings and Facilities	\$250,000	\$250,000	\$48,058	\$0	\$0	\$201,942	19%	Construction	N/A	
PO-12000	Wilkie Way Bridge Deck Replacement	Streets and Sidewalks	\$51,509	\$13,566	\$0	\$0	\$0	\$13,566	100%	Complete	2013	Project completed. Remaining funding is recommended to be restored to the Infrastructure Reserve as part of this report.
PO-12001	Curb and Gutter Repairs	Streets and Sidewalks	\$1,108,119	\$451,838	\$2,962	\$0	\$418,213	\$30,663	N/A	Construction	N/A	Award construction contract in January 2015; construction starts in March with sidewalk project PO 89003
PO-12002	LATP Site Development Preparation & Security	Miscellaneous	\$80,303	\$2,853	\$0	\$0	\$0	\$2,853	100%	Complete	2012	Project to be closed.
PO-12003	Foothills Fire Management	Streets and Sidewalks	\$200,000	\$66,393	\$0	\$0	\$41,498	\$24,895	88%	Construction	Aug-15	All funds should be encumbered by fiscal year end for work scheduled during summer months.
MULTI-YEAR PROJECTS												
PE-06007	Park Restroom Installation	Parks and Open Space	\$531,666	\$65,572	\$0	\$0	\$0	\$65,572	100%	Defunded 2015		Future restroom installation plans are awaiting completion of Parks Master Plan. As a result, this project will be closed and remaining funds are recommended to be restored to the Infrastructure Reserve as part of this report.
PE-08001	Rinconada Park Improvements	Parks and Open Space	\$1,356,313	\$1,353,722	\$1,089	\$0	\$0	\$1,352,633	0%	Design	TBD	Design for improvements will be begin upon approval of the Rinconada Park Long Range Plan.
PE-09003	City Facility Parking Lot Maintenance	Buildings and Facilities	\$942,386	\$899,306	\$3,030	\$0	\$367,206	\$529,070	N/A	Construction	N/A	Recurring Project
PE-09005	Downtown Library Improvements	Buildings and Facilities	\$4,530,212	\$45,051	\$0	\$0	\$43,716	\$1,335	100%			Project to be closed.
PE-09006	Mitchell Park Library & Community Center (New Construction)	Buildings and Facilities	\$49,704,775	\$8,941,106	\$1,151,848	\$0	\$1,956,787	\$5,832,471	88%	Complete	Dec-14	Construction complete; project closeout and warranty period continuing
PE-09010	Library & Community Center Temporary Facilities	Buildings and Facilities	\$793,181	\$135,261	\$4,540	\$0	\$3,540	\$127,181	84%	Construction	Aug-15	Temp facility closed; clearing out library equipment, to be followed by restoration of kitchen.

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PE-10002	Ventura Community Center and Park	Buildings and Facilities	\$477,219	\$34,209	\$0	\$0	\$0	\$34,209	100%	Complete	2014	Project to be closed.
PE-11000	Main Library New Construction and Improvements	Buildings and Facilities	\$23,362,045	\$11,071,641	\$8,591,707	\$0	\$2,499,080	(\$19,146)	100%	Complete	Nov-14	Construction complete; project closeout and warranty period continuing
PE-11012	Temporary Main Library	Buildings and Facilities	\$665,218	\$109,169	\$0	\$0	\$4,888	\$104,281	84%	Construction	Apr-15	Temp facility closed; clearing out library equipment;
PE-12011	Newell Road Bridge / San Francisquito Creek Bridge Replacement	Streets and Sidewalks	\$3,348,787	\$2,856,081	\$27,642	\$0	\$279,475	\$2,548,964	24%	Design	Oct-17	Caltrans just approved additional grant funding for Environmental Impact Report (EIR); staff will be returning to Council in March 2015 for BAO to fund EIR; programmed construction funds of \$2.5 million can be returned to IR; remaining design funds are anticipated to be reappropriated to FY 2016 as part of FY 2016 Proposed Capital Budget.
PE-12012	Eleanor Pardee Park Improvements	Parks and Open Space	\$755,439	\$70,818	\$308	\$0	\$53,681	\$16,829	98%	Complete		Project to be closed.
PE-13005	City Hall/King Plaza Landscape	Parks and Open Space	\$190,150	\$115,857	\$13,462	\$0	\$19,213	\$83,182	56%	Design	Winter 2015	IFB to go out March 2015
PE-13007	El Camino Park Dog Park	Parks and Open Space	\$3,178	\$104	\$347	\$0	\$0	(\$243)	108%			Project to be closed.
PE-13011	Charleston/Arastradero Corridor Project	Streets and Sidewalks	\$1,525,651	\$1,386,116	\$264,107	\$0	\$495,935	\$626,074	59%	Preliminary design/environmental assessment	Jun-16	Held 3 community meetings to develop conceptual plan line; PTC & Council approval of plan line in spring 2015; start environmental assessment
PE-13017	El Camino Median Landscape Improvements	Streets and Sidewalks	\$296,729	\$296,729	\$2,620	\$0	\$0	\$294,109	1%	Design	Winter 2015	Preparing Request for Proposals
PE-14018	Baylands Interpretive Center Boardwalk Repair	Buildings and Facilities	\$98,738	\$70,000	\$1,063	\$0	\$0	\$68,937	30%	Pre-design	Summer 2015	Boardwalk Feasibility Study to begin in second half of FY 2015. A request for proposals was issued in February 2015 and anticipate study to be complete by June 2015.
PE-15029	Baylands Interpretive Center Improvements	Parks and Open Space	\$136,298	\$136,298	\$0	\$0	\$0	\$136,298	0%	Design	Early 2016	A request for proposals was issued in January with anticipation of design complete by December 2015; permitting for work may begin in early 2016.
PE-98020	Police Building Project	Buildings and Facilities	\$4,254,781	\$33,467	\$3,604	\$0	\$0	\$29,863	99%			New Public Safety Building project to be created in second half of FY 2015 with funding from Council Infrastructure Plan. Funding for this project will be recommended to be eliminated at that time.
PF-01002	Civic Center Infrastructure Improvements	Buildings and Facilities	\$16,077,749	\$78,895	\$42,329	\$0	\$0	\$36,566	100%	Pre-construction	Jun-16	Pre-construction complete and construction to be completed next fiscal year.
PF-05003	Foothills Park Interpretive Center Improvements	Buildings and Facilities	\$369,004	\$67,491	\$2,768	\$0	\$5,851	\$58,872	84%	Construction	Jun-15	Work should be complete as of end of fiscal year.
PF-07000	Art Center Electrical & Mechanical Upgrades	Buildings and Facilities	\$7,780,362	\$11,508	\$1,470	\$0	\$8,508	\$1,530	100%	Complete	Dec-14	Project Complete. Remaining funding recommended to be restored to Infrastructure Reserve as part of this report.
PF-14000	Cubberley Roof Replacements	Buildings and Facilities	\$455,420	\$453,931	\$298,696	\$0	\$42,824	\$112,411	75%	Ongoing	Jun-20	Roofs on Building S and L complete.
PF-14003	University Avenue Parking District Parking Improvements	Buildings and Facilities	\$400,700	\$349,583	\$0	\$0	\$38,720	\$310,863	22%	Ongoing	Jun-15	Paved Lots G, A & P as part of construction contract for street resurfacing August 2014
PF-14004	California Avenue Parking District Parking Improvements	Buildings and Facilities	\$186,400	\$186,400	\$0	\$0	\$0	\$186,400	0%	Ongoing	Jun-15	Waiting to pave Lot 7 once Cal Ave Streetscape project complete
PO-11000	Sign Reflectivity Upgrade	Streets and Sidewalks	\$288,362	\$149,953	\$17,475	\$0	\$7,525	\$124,953	N/A	Ongoing	N/A	Project is ongoing, but survey of signs has been completed for 2014.

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PO-11001	Thermoplastic Lane Marking & Striping	Streets and Sidewalks	\$404,361	\$139,818	\$0	\$0	\$83,266	\$56,552	N/A	Ongoing	N/A	List of streets needing thermoplastic completed for FY14.

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MINOR PROJECTS											
EL-04010	Foothills System Rebuild	Minor	\$931,517	\$82,129	\$0	\$0	\$82,129	100%	Complete		Project Complete. Remaining funding recommended to be restored to Electric Fund reserves as part of this report.
EL-09004	W. Charleston/Wilkie Way to South City Limit 4/12 kV Conversion	Minor	\$562,466	\$85,483	\$701	\$0	\$84,782	100%	Complete		Project Complete. Remaining funding recommended to be restored to Electric Fund reserves as part of this report.
EL-10008	Advanced Metering Infrastructure System	Minor	\$183,885	\$56,188	\$7,887	\$5,000	\$43,301	76%	Complete		Project Complete.
EL-11001	Torrey Court Rebuild	Minor	\$103,301	\$7,195	\$0	\$0	\$7,195	100%	Complete		Project Complete. Remaining funding recommended to be restored to Electric Fund reserves as part of this report.
EL-11004	Hewlett Subdivision Rebuild Los Trancos	Minor	\$697,050	\$60,634	\$0	\$0	\$60,634	100%	Complete		Project Complete. Remaining funding recommended to be restored to Electric Fund reserves as part of this report.
EL-11006	Rebuild UG District 18	Minor	\$629,298	\$517,955	\$0	\$475,000	\$42,955	93%	Bid	Jun-15	Bid received and reviewed; Staff report requesting approval to award contract scheduled for March 2015 Council meeting.
EL-12002	Hanover 22 - Transformer Replacement	Minor	\$1,200,450	\$6,679	\$0	\$0	\$6,679	100%	Complete		Project Complete. Remaining funding recommended to be restored to Electric Fund reserves as part of this report.
EL-14004	Maybell 1 and 2 4/12 kV Conversion	Minor	\$450,000	\$444,127	\$37,473	\$0	\$406,654	10%	Construction	Jun-15	Construction is in progress with CPAU personnel.
EL-15000	Colorado/Hopkins System Improvement	Minor	\$50,000	\$50,000	\$0	\$0	\$50,000	0%	Pre-Design	Nov-15	Load study completed and alternatives being reviewed.
EL-15001	Electric Substation Battery Replacement	Minor	\$400,000	\$400,000	\$0	\$180,000	\$220,000	45%	Bid	Jun-16	IFB for materials is with Purchasing. Installation will be done by CPAU personnel.

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MULTI-YEAR PROJECTS											
EL-02010	SCADA System Upgrades	Multi-Year	\$912,565	\$186,716	\$63,807	\$10,965	\$111,944	88%	Construction	Jun-15	Upgrades completed; commissioning and staff training on changes scheduled.
EL-04012	Utility Site Security Improvements	Multi-Year	\$1,375,373	\$305,274	\$27,286	\$12,661	\$265,327	81%	Design	Jun-15	Design of Phase IV completed; IFB being prepared.
EL-05000	El Camino Underground Rebuild	Multi-Year	\$2,000,994	\$282,513	\$57,378	\$0	\$225,135	89%	Complete		Project Complete. Remaining funding recommended to be restored to Electric Fund reserves as part of this report.
EL-11008	Rebuild UG District 19	Multi-Year	\$161,286	\$101,473	\$2,602	\$0	\$98,871	39%	Design	Nov-15	Design completed, preparing IFB documents for project and ordering long lead-time equipment.
EL-06001	230 KV Electric Intertie	Multi-Year	\$656,154	\$126,515	\$40,679	\$56,233	\$29,603	95%	Pre-Design	TBD	Awaiting agreement for project from SLAC and Stanford.
EL-06002	Underground District 45	Multi-Year	\$3,622,018	\$134,271	\$0	\$0	\$134,271	96%	Construction	Apr-15	CPAU work completed; awaiting completion of AT&T work and payment of AT&T joint poles invoices (submitted to CPAU when AT&T removes poles) to close project.
MULTI-YEAR PROJECTS											
EL-08000	E. Charleston 4/12kV Conversion	Multi-Year	\$768,125	\$413,586	\$300,006	\$51,716	\$61,864	92%	Construction	Mar-15	Physical construction completed; awaiting final invoices before closing project. A reduction to this project is recommended as part of this report, with funding being returned to the Electric Fund reserves.
EL-09000	Middlefield Underground Rebuild	Multi-Year	\$1,099,489	\$407,927	\$0	\$0	\$407,927	63%	Bid	Jun-15	Bid received and reviewed; Staff report requesting approval to award contract scheduled for March 2015 Council meeting.
EL-09003	Rebuild UG District 17 (Downtown)	Multi-Year	\$851,693	\$82,586	\$0	\$0	\$82,586	100%	Complete		Project Complete. Remaining funding recommended to be restored to Electric Fund reserves as part of this report.

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EL-10006	Rebuild UG District 24	Multi-Year	\$2,200,481	\$1,612,899	\$198,611	\$26,374	\$1,387,914	37%	Design	Nov-15	Design completed, preparing IFB documents for project and ordering long lead-time equipment.
EL-13006	Sand Hill/Quarry 12kV Tie	Multi-Year	\$250,011	\$237,500	\$3,015	\$0	\$234,485	6%	Design	Dec-15	Waiting for guidance from Attorneys office on easement request, for electrical equipment, that was submitted to Stanford.
EL-13007	Underground Distribution System Security	Multi-Year	\$300,000	\$299,172	\$7,853	\$0	\$291,319	3%	Design	Jun-16	Evaluating options for securing utility vaults and boxes; samples have been received for evaluation by Engineering and Operations.
EL-13008	Upgrade Electric Estimating System	Multi-Year	\$150,000	\$148,650	\$0	\$0	\$148,650	1%	Design	TBD	Bids for development of construction standards exceeded anticipated cost. Alternatives for creation of standards and Bills of Material are being evaluated.
EL-14005	Reconfigure Quarry Feeders	Multi-Year	\$450,000	\$449,951	\$5,429	\$0	\$444,522	1%	Design	TBD	Waiting for completion of Substation Relay replacement to start construction.
MULTI-YEAR PROJECTS											
EL-10009	Street Light System Conversion Project	Multi-Year	\$2,279,558	\$548,876	\$218,990	\$237,378	\$92,508	96%	Construction	Dec-14	Contractor has completed construction of Phase III; awaiting receipt and payment of final invoice before closing project.
EL-11003	Rebuild UG District 15	Multi-Year	\$481,079	\$456,427	\$1,453	\$0	\$454,974	5%	Pre-Design	Jun-16	Design work on hold due to other projects. This will be coordinated with other projects planned along Arastradero Road.
EL-11007	Rebuild Greenhouse Condo Area	Multi-Year	\$508,843	\$333,591	\$266,898	\$23,522	\$43,171	92%	Construction	Mar-15	Physical construction completed; awaiting final invoices before closing project.
EL-11010	UG District 47 - Middlefield, Homer Avenue, Webster Street and Addison Avenue	Multi-Year	\$2,255,574	\$2,093,808	\$54,050	\$1,402,500	\$637,258	72%	Bid	Jun-16	Bids for substructure installation received and reviewed; Staff report requesting approval to award contract scheduled for February 2015 Council meeting.

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EL-11014	Smart Grid Technology Installation	Multi-Year	\$1,102,846	\$743,286	\$45,324	\$94,906	\$603,056	N/A	Ongoing	Jan-17	This project is to implement pilot projects as necessary to validate smart grid technology and cost. Two pilot projects constructed and being evaluated; others in development.
EL-11015	Reconductor 60kV Overhead Transmission System with ACCR conductor	Multi-Year	\$3,002,412	\$67,089	\$0	\$0	\$67,089	100%	Complete		Remaining funds are recommended to be restored to Electric Fund reserves as part of this report.
EL-12000	Rebuild UG District 12	Multi-Year	\$530,781	\$433,379	\$414,059	\$28,146	(\$8,826)	102%	Construction	Mar-15	Physical construction of this project has been completed, and the project will be closed once final invoices have been received. The project reflects as being over budget, however this is due to the fact that some invoices were incorrectly charged to this project and need to be charged against other projects. This project is currently being reconciled, and once all adjustments are made it is anticipated that the project will be below budget.
EL-12001	UG District 46 - Charleston/El Camino Real	Multi-Year	\$553,954	\$488,347	\$2,263	\$0	\$486,084	12%	Design	Nov-16	Design work in process.
			\$11,664,226	\$1,755,764	\$2,604,401						

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MINOR PROJECTS											
GS-08000	Gas Station 2 Rebuild	Minor	\$207,007	\$10,023	\$0	\$0	\$10,023	100%	Completed		Project completed. A recommendation to remove remaining funding and restore funding to Gas Fund reserves is recommended as part of this report.
GS-09000	Gas Station 1 Rebuild	Minor	\$201,000	\$6,631	\$0	\$0	\$6,631	100%	Completed		Project completed. A recommendation to remove remaining funding and restore funding to Gas Fund reserves is recommended as part of this report.
GS-10000	Gas Station 3 Rebuild	Minor	\$207,007	\$8,489	\$30,125	\$0	(\$21,636)	110%	Completed		Project completed, and currently reflected as over budget. A recommendation to increase the funding for this project is included as part of this report, as an encumbrance that was required for the project was inadvertently disencumbered in FY 2014.
GS-11001	Gas Station 4 Rebuild	Minor	\$337,000	\$16,897	\$0	\$0	\$16,897	100%	Completed		Project completed. A recommendation to remove remaining funding and restore funding to Gas Fund reserves is recommended as part of this report.
GS-14004	Gas Distribution System Model	Minor	\$150,000	\$148,608	\$0	\$60,918	\$87,690	42%	Pre-Construction	Jan 17	Contract signing stage. A computer model for natural gas distribution system analyses will be created and maintenance of the model will be provided till 1/1/2017. It is anticipated that funds will need to be carried forward to FY 17.
GS-15001	Security at City Gas Receiving Stations	Minor	\$150,000	\$150,000	\$0	\$0	\$150,000	0%	Pre-design	TBD	It is anticipated that the 2016 Proposed Capital Budget will include a recommendation to carry funds forward into FY 2016.

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Attachment D

Project Number	Project Title	Project Category	Total Budget From Inception	FY 2015 Available Budget	FY 2015 Expenditures	FY 2015 Encumbrances	Remaining Balance	Percent Expended/ Encumbered	Project Status	Estimated Completion Date	Comments
MULTI-YEAR PROJECTS											
GS-01019	Global Positioning System	Multi-Year	\$381,062	\$80,306	\$3,637	\$2,810	\$73,859	81%	Ongoing	Jun 16	Integrating field data into mapping system, defining additional equipment needs.
GS-08011	GMR - Project 18	Multi-Year	\$5,900,883	\$10,531	\$0	\$0	\$10,531	100%	Completed		Project completed. A recommendation to remove remaining funding and restore funding to Gas Fund reserves is recommended as part of this report.
GS-09002	GMR - Project 19	Multi-Year	\$5,787,828	\$2,348,249	\$1,048,708	\$1,441,383	(\$141,842)	102%	95%	Feb 15	Projects 19B/20/21 are combined. It is anticipated that the budget overage will be resolved upon completion of the project by disencumbering unused contingency funding.
GS-10001	GMR - Project 20	Multi-Year	\$6,616,749	\$4,755,580	\$1,570,223	\$3,157,251	\$28,106	100%	95%	Feb 15	Projects 19B/20/21 are combined.
GS-11000	GMR - Project 21	Multi-Year	\$6,667,478	\$2,314,846	\$450,003	\$1,769,516	\$95,327	99%	95%	Feb 15	Projects 19B/20/21 are combined.
GS-11002	Gas System Improvements	Multi-Year	\$945,149	\$485,370	\$184,117	\$179,150	\$122,103	N/A	Ongoing	Jun 16	This project addresses ongoing capital system improvements. A current project for Risk Assessment Study of PVC/PE gas pipes will be completed by Dec 15.
GS-12001	Gas Main Replacement - Project 22	Multi-Year	\$602,669	\$602,575	\$3,579	\$43,854	\$555,142	8%	Design	Jun 16	It is anticipated that the 2016 Proposed Capital Budget will include a recommendation to carry funds forward into FY 2016.
GS-13002	Gas Equipment and Tools	Multi-Year	\$150,000	\$148,062	\$12,857	\$0	\$135,205	N/A	Ongoing	Jun 16	This project is for replacement of equipment and tools for Operations.

FY 2015 MID-YEAR CAPITAL IMPROVEMENT PROGRAM PROJECTS STATUS
 ENTERPRISE FUND
 REFUSE FUND
 PUBLIC WORKS DEPARTMENT

Attachment D

Project Number	Project Title	Project Category	Total Budget From Inception	FY 2015 Available Budget	FY 2015 Expenditures	FY 2015 Encumbrances	Remaining Balance	Budget Percent Complete	Project Status	Estimated Completion Date	Comments
MINOR PROJECTS											
RF-10002	Flare Relocation Project	Minor	\$867,734	\$42,350	\$0	\$318	\$42,032	95%	Completed	Completed	Project completed and closed in Feb 14.
MULTI-YEAR PROJECTS											
RF-07001	Relocation of Landfill Facilities	Multi-Year	\$825,968	\$18,698	\$0	\$0	\$18,698	98%	Completed	Completed	This project was completed in October 2013 and will be closed.
RF-11001	Landfill Closure	Multi-Year	\$4,718,404	\$2,978,662	\$1,593,954	\$1,034,181	\$350,527	93%	Construction	Dec 15	Construction of the new cap - an evapotranspirative soil cap began in January 2014. Approximately 57% of the site has been capped and the remainder to be capped by December 2015. It is anticipated that unencumbered and unspent funds for this project will be reappropriated to FY 2016 as part of the 2016 Proposed Capital Budget. An additional appropriation of \$1,200,000 will be needed in FY16 to complete the project by December 2015, and it is anticipated that a request for this funding will be included in the 2016 Proposed Capital Budget. Revenue received from the imported cap soils is estimated at \$750,000 during FY15 and \$250,000 in FY2016.

FY 2015 MID-YEAR CAPITAL IMPROVEMENT PROGRAM PROJECTS STATUS
 ENTERPRISE FUND
 STORM DRAINAGE FUND
 PUBLIC WORKS DEPARTMENT

Attachment D

Project Number	Project Title	Project Category	Total Budget From Inception	FY 2015 Available Budget	FY 2015 Expenditures	FY 2015 Encumbrances	Remaining Balance	Percent Expended/ Encumbered	Project Status	Estimated Completion Date	Comments
MINOR PROJECTS											
SD-06101	Storm Drain System Replacement and Rehabilitation	Minor	\$319,320	\$319,320	\$30,451	\$0	\$288,869	10%	Ongoing	Ongoing	It is anticipated that funds for this ongoing project will be reappropriated to FY 2016 as part of the Proposed Capital Budget.
MULTI-YEAR PROJECTS											
SD-06102	San Francisquito Creek Storm Water Pump Station	Multi-Year	\$6,387,642	\$35,158	\$0	\$0	\$35,158	99%	Complete	Complete	This project is complete and can be closed.
SD-06104	Connect Clara Drive Storm Drains to Matadero Pump Station	Multi-Year	\$953,480	\$70,507	\$35,030	\$0	\$35,477	96%	Complete	Complete	This project is complete and can be closed.
SD-10101	Southgate Neighborhood Storm Drain Improvements	Multi-Year	\$2,176,878	\$1,743,145	\$1,306,441	\$370,484	\$66,220	97%	Construction	Sep-15	It is anticipated that a request to reappropriate remaining funds to FY 2016 will be included in the 2016 Proposed Capital Budget in order to cover landscape maintenance expenses.
SD-11101	Channing Avenue/Lincoln Avenue Storm Drain Improvements	Multi-Year	\$7,442,779	\$3,316,971	\$177,287	\$94,998	\$3,044,686	59%	Design	Mar-16	Final project construction is anticipated to begin in Summer 2015. It is anticipated that a request to reappropriate remaining funds to FY 2016 will be included in the 2016 Proposed Capital Budget to cover the construction cost of the last project phase.
SD-13002	Matadero Creek Storm Water Pump Station & Trunk Lines Improvements	Multi-Year	\$2,252,633	\$2,252,333	\$4,200	\$1	\$2,248,132	0%	Design	Oct-17	RFP for consultant services to be issued in February 2015. It is anticipated that the 2016 Proposed Capital Budget will include a request to reappropriate remaining funds to FY 2016 to cover project design costs.

FY 2015 MID-YEAR CAPITAL IMPROVEMENT PROGRAM PROJECTS STATUS Attachment D
ENTERPRISE FUND
WASTEWATER COLLECTION FUND
UTILITIES DEPARTMENT

Project Number	Project Title	Project Category	Total Budget From Inception	FY 2015 Available Budget	FY 2015 Expenditures	FY 2015 Encumbrances	Remaining Balance	Percent Expended/ Encumbered	Project Status	Estimated Completion Date	Comments
MULTI-YEAR PROJECTS											
WC-11000	Wastewater Collection Rehabilitation/Augmentation Project 24	Multi-Year	\$3,119,809	\$2,512,435	\$63,576	\$2,282,801	\$166,058	95%	Pre-construction	Nov 16	Projects 24/25/26 are combined. The estimated start date is 5/2015. Project duration expected to be 560 calendar days.
WC-12001	Wastewater Collection Rehabilitation/Augmentation Project 25	Multi-Year	\$3,212,000	\$2,854,977	\$71,352	\$2,296,851	\$486,774	85%	Pre-construction	Nov 16	Projects 24/25/26 are combined. The estimated start date is 5/2015. Project duration expected to be 560 calendar days.
WC-13001	Wastewater Collection Rehabilitation/Augmentation Project 26	Multi-Year	\$3,310,000	\$3,272,550	\$27,811	\$3,040,000	\$204,739	94%	Pre-construction	Nov 16	Projects 24/25/26 are combined. The estimated start date is 5/2015. Project duration expected to be 560 calendar days.
WC-13002	Wastewater Fusion and General Equipment/Tools	Multi-Year	\$102,187	\$78,132	\$0	\$0	\$78,132	24%	Ongoing	N/A	This project addresses ongoing needs for equipment/tools by WGW Operations to perform their work.
WC-14001	Wastewater Collection Rehabilitation/Augmentation Project 27	Multi-Year	\$320,000	\$320,000	\$0	\$40,950	\$279,050	13%	Design	Jun 16	Project currently in design phase and anticipated to be complete during FY 2016. It is anticipated that the 2016 Proposed Capital Budget will include a recommendation to reappropriate funds into FY 2016.
WC-15002	Wastewater System Improvements	Multi-Year	\$641,403	\$506,701	\$45,729	\$80,823	\$380,149	41%	Ongoing	N/A	This project addresses ongoing capital system improvements.

FY 2015 MID-YEAR CAPITAL IMPROVEMENT PROGRAM PROJECTS STATUS
 ENTERPRISE FUND
 WASTEWATER TREATMENT FUND
 PUBLIC WORKS DEPARTMENT

Attachment D

Project Number	Project Title	Project Category	Total Budget From Inception	FY 2015 Available Budget	FY 2015 Expenditures	FY 2015 Encumbrances	Remaining Balance	Budget Percent Complete	Project Status	Estimated Completion Date	Comments
MINOR PROJECTS											
WQ-10001	Plant Master Plan	Minor	\$1,594,697	\$146,435	\$45,521	\$34,472	\$66,442	96%	Construction	Jun 19	Long Range facilities Plan Report 100% completed Oct 12; BAO for Biosolids Plan completed in Jan 13 for \$421,678. Biosolids Facility Plan completed Oct 14. Biosolids Facility Plan 100% complete.
MULTI-YEAR PROJECTS											
WQ-04011	Facility Condition Assessment and Retrofit	Multi-Year	\$4,426,192	\$1,505,901	\$31,152	\$0	\$1,474,749	67%	Design	Jun 19	Ongoing retrofit projects. Facility Repair and Retrofit Project #2 construction completed. Facility Repair and Retrofit Project #3 contract awarded to Anderson Pacific Engineering.
WQ-14001	Biosolids Facility	Multi-Year	\$575,104	\$575,104	\$0	\$216,534	\$358,570	38%	pursuing state loan	Dec-19	
WQ-14003	Primary Sedimentation Tank Rehabilitation	Multi-Year	\$80,532	\$80,532	\$0	\$0	\$80,532	0%	pursuing state loan	Jun-19	
WQ-14004	Fixed Film Reactor Rehabilitation	Multi-Year	\$127,398	\$127,398	\$0	\$0	\$127,398	0%	pursuing state loan	Jun-18	

FY 2015 MID-YEAR CAPITAL IMPROVEMENT PROGRAM PROJECTS STATUS
ENTERPRISE FUND
WATER FUND
UTILITIES DEPARTMENT

Attachment D

Project Number	Project Title	Project Category	Total Budget From Inception	FY 2015 Available Budget	FY 2015 Expenditures	FY 2015 Encumbrances	Remaining Balance	Percent Expended/ Encumbered	Project Status	Estimated Completion Date	Comments
MINOR PROJECTS											
WS-09000	Seismic Water Tank Valve	Minor	\$6,673,000	\$6,514,420	\$40,620	\$2,327,155	\$4,146,645	38%	Pre-construction	Oct 17	Council Award in Spring 2015. Anticipated completion date is Spring 2019.
WS-13003	GPS Equipment Upgrade	Minor	\$200,000	\$200,000	\$0	\$0	\$200,000	0%	Pre-design	Jun 15	The Department is evaluating the latest GPS technology to determine the need to upgrade the existing equipment.
WS-13004	Asset Management Mobile Deployment	Minor	\$100,000	\$98,471	\$3,229	\$0	\$95,242	5%	Pre-design	Jun 15	The Department is assessing the options for mobile device deployment.
WS-13006	Water Meter Shop Renovations	Minor	\$315,000	\$56,893	\$10,001	\$0	\$46,892	85%	Complete		This project is complete. The Utilities Department is in the process of closing out this project.
WS-15004	Water System Master Plan	Minor	\$500,000	\$500,000	\$0	\$268,400	\$231,600	54%	Construction	Dec 15	Foothills transmission main assessment was completed. G&E is currently assessing capital improvement needs for remaining transmission and distribution water system. It is anticipated that funds will need to be carried forward to FY 16.

FY 2015 MID-YEAR CAPITAL IMPROVEMENT PROGRAM PROJECTS STATUS
 ENTERPRISE FUND
 WATER FUND
 UTILITIES DEPARTMENT

Attachment D

Project Number	Project Title	Project Category	Total Budget From Inception	FY 2015 Available Budget	FY 2015 Expenditures	FY 2015 Encumbrances	Remaining Balance	Percent Expended/ Encumbered	Project Status	Estimated Completion Date	Comments
MULTI-YEAR PROJECTS											
WS-07000	Water Regulation Station Improvements	Multi-Year	\$544,001	\$370,823	\$15,406	\$354,503	\$914	100%	Pre-construction	Oct 17	URS completed the design of the seismic retrofit project for 4 steel tanks and 3 turnouts with combined budget from WS-07000, WS-08001, and WS-09000. IFB for the retrofit work is being prepared and construction will start in Apr/May 15. It is anticipated that funds will need to be carried forward to FY 16.
WS-07001	Water Recycling Facilities	Multi-Year	\$901,126	\$388,421	\$37,469	\$157,380	\$193,572	79%	On-going	Jun 16	Resource Management is preparing Environmental Impact Report (EIR). Assessment and sustainability recommendation to be completed in 2016. It is anticipated that funds will need to be carried forward to FY 16.
WS-08001	Water Reservoir Coating Improvements	Multi-Year	\$3,226,491	\$2,927,560	\$15,406	\$354,503	\$2,557,651	21%	Pre-construction	Oct 17	URS completed the design of the seismic retrofit project for 4 steel tanks and 3 turnouts with combined budget from WS-07000, WS-08001, and WS-09000. IFB for the retrofit work is being prepared and construction will start in Apr/May 15. Anticipated completion Spring 2019.
WS-08002	Emergency Water Supply Project	Multi-Year	\$36,463,630	\$1,210,490	\$296,577	\$570,929	\$342,984	99%	Pre-construction	Sep 15	Well Rehabilitation Phase 3 (site and facilities restoration). It is anticipated that funds will need to be carried forward to FY 16.
WS-09001	Water Main Replacement - Project 23	Multi-Year	\$3,136,843	\$112,021	\$0	\$0	\$112,021	100%	Complete		Project complete. Remaining funding is recommended to be restored to Water Fund reserves as part of this report.

FY 2015 MID-YEAR CAPITAL IMPROVEMENT PROGRAM PROJECTS STATUS
 ENTERPRISE FUND
 WATER FUND
 UTILITIES DEPARTMENT

Attachment D

Project Number	Project Title	Project Category	Total Budget From Inception	FY 2015 Available Budget	FY 2015 Expenditures	FY 2015 Encumbrances	Remaining Balance	Percent Expended/ Encumbered	Project Status	Estimated Completion Date	Comments
MULTI-YEAR PROJECTS											
WS-10001	Water Main Replacement - Project 24	Multi-Year	\$3,259,205	\$208,305	\$0	\$0	\$208,305	100%	Complete		Project complete. Remaining funding is recommended to be restored to Water Fund reserves as part of this report.
WS-11000	Water Main Replacement - Project 25	Multi-Year	\$5,252,600	\$5,238,360	\$51,181	\$4,105,435	\$1,081,744	79%	Pre-construction	Oct 15	Tentative Council Approval date is 2/23/15. It is anticipated that funds will need to be carried forward to FY 16.
WS-11003	Water Distribution System Improvements	Multi-Year	\$1,270,745	\$916,693	\$671,418	\$40,556	\$204,719	N/A	Ongoing	On-going	This project addresses ongoing capital distribution system improvement needs.
WS-11004	Water System Supply Improvements	Multi-Year	\$936,995	\$382,622	\$119,723	\$75,643	\$187,256	N/A	Ongoing	On-going	This project addresses ongoing capital supply system improvement needs.
WS-12001	Water Main Replacement - Project 26	Multi-Year	\$505,000	\$461,065	\$1,176	\$0	\$459,889	9%	Design	Jun 15	Design is on targeted schedule.
WS-13002	Water Fusion and General Equipment/Tools	Multi-Year	\$100,000	\$78,132	\$6,068	\$0	\$72,064	N/A	Ongoing	On-going	This project addresses the purchase of PE fusion equipment for Operations to perform their work of maintaining and operating the water system.

Attachment D

FY 2015 MID-YEAR CAPITAL IMPROVEMENT PROGRAM PROJECTS STATUS
INTERNAL SERVICE FUND
TECHNOLOGY FUND
INFORMATION TECHNOLOGY DEPARTMENT

Project Number	Project Title	Project Category	Total Budget From Inception	FY 2015 Available Budget	FY 2015 Expenditures	Labor Adjustments	FY 2015 Encumbrances	Remaining Balance	Percent Encumbered/ Expended	Project Status	Completion Date	Comments
MINOR PROJECTS												
TE-01012	IT Disaster Recovery Plan	Minor	\$578,626	\$466,309	\$101,082	\$0	\$189,367	\$175,860	70%			
TE-08004	Fire Mobile Data Computer	Minor	\$250,000	\$61,083	\$34,040	\$0	\$1	\$27,042	89%	On-going		Final phase of the project is in progress to update Fire Mobile Data Computers and add new Fire Mobile Data Computers to the fire engines for patient and permit reporting purposes.
TE-09000	Public Safety Computer-Aided Dispatch Replacement	Minor	\$1,400,000	\$918,980	\$131,388	\$0	\$0	\$787,592	44%	On-going	Jun-16	It is anticipated that remaining funding will be reappropriated to FY 2016 as part of the 2016 Proposed Capital Budget.
TE-11001	Library Computer System Software	Minor	\$570,250	\$441,313	\$21,500	\$0	\$651	\$419,162	26%	Pre-design		Project is currently in the planning phase and an RFP has been started for a software solution.
TE-11002	Police Mobile In-Car Video System Replacement	Minor	\$310,000	\$34,070	\$0	\$0	\$31,546	\$2,524	99%	On-going	Dec-14	Project near completion, the remainder of funding will be allocated toward body-worn camera outfitting. It is anticipated that funding will be reappropriated to FY 2016 as part of the 2016 Proposed Capital Budget.
MULTI-YEAR PROJECTS												
						\$1						
TE-95016	Permit Information Tracking System	Multi-Year	\$980,050	\$176,648	\$0	\$0	\$0	\$176,648	82%			
TE-07006	SAP Continuous Improvement Project	Multi-Year	\$8,898,680	\$30,266	\$0	\$0	\$1,949	\$28,317	100%			
TE-99010	Acquisition of New Computers	Multi-Year	\$437,350	\$188,074	\$0	\$0	\$0	\$188,074	57%			This project is recommended to be closed, as new computers are no longer being purchased through this project. It is anticipated that the project will be closed before the end of FY 2015.
TE-00010	Telephone System Replacement	Multi-Year	\$2,646,587	\$605,245	\$79,457	\$0	\$45,472	\$480,316	82%	Construction		
TE-13001	Interactive Voice Response System	Multi-Year	\$200,000	\$200,000	\$0	\$0	\$0	\$200,000	0%			
TE-13002	ESS/MSS Enhancements	Multi-Year	\$150,000	\$150,000	\$0	\$0	\$0	\$150,000	0%			Project recommended to be closed as part of this report, with remaining funding being returned to various funds that initially supported this project.
TE-13003	SAP Refuse Billing Improvements	Multi-Year	\$250,000	\$250,000	\$0	\$0	\$0	\$250,000	0%			
MULTI-YEAR PROJECTS												
						\$0						
TE-13004	Infrastructure Management System	Multi-Year	\$300,000	\$251,192	\$23,975		\$17,450	\$209,767	30%			This CIP has been split into two phases, an analysis of enterprise asset management systems (EAMS) to determine requirements and solutions that will fit the City's needs, and the implementation of the chosen solution.
TE-14002	Library Virtual Branch	Multi-Year	\$195,000	\$192,971	\$0	\$0	\$13,100	\$179,871	8%			
TE-05000	Radio Infrastructure Replacement	Multi-Year	\$2,665,980	\$1,417,859	\$78,394	\$0	\$43,314	\$1,296,151	51%	On-going	Jun-18	It is anticipated that a recommendation to reappropriate remaining funding to FY 2016 will be included as part of the 2016 Proposed Capital Budget.
TE-06001	Library Radio Frequency Identification (RFID) Implementation	Multi-Year	\$810,000	\$489,448	\$76,168	\$0	\$122,527	\$290,753	64%			
TE-10001	Utility Customer Billing System	Multi-Year	\$850,000	\$766,088	\$0	\$0	\$4,500	\$761,588	N/A	On-going	N/A	Recurring Project

Attachment D

FY 2015 MID-YEAR CAPITAL IMPROVEMENT PROGRAM PROJECTS STATUS
 INTERNAL SERVICE FUND
 TECHNOLOGY FUND
 INFORMATION TECHNOLOGY DEPARTMENT

Project Number	Project Title	Project Category	Total Budget From Inception	FY 2015 Available Budget	FY 2015 Expenditures	Labor Adjustments	FY 2015 Encumbrances	Remaining Balance	Percent Encumbered/ Expended	Project Status	Completion Date	Comments
TE-12001	Development Center Blueprint	Multi-Year	\$1,738,001	\$1,278,574	\$237,121	\$0	\$188,715	\$852,738	51%	On-going	TBD	Work is continuing on this project, and it is anticipated that a recommendation to reappropriate remaining funding to FY 2016 will be included in the 2016 Proposed Capital Budget.
			\$23,230,524	\$7,918,120	\$783,125	0	\$658,592	\$6,476,403				

Attachment D

**FY 2015 MID-YEAR CAPITAL IMPROVEMENT PROGRAM PROJECTS STATUS
INTERNAL SERVICE FUND
VEHICLE REPLACEMENT AND MAINTENANCE FUND
PUBLIC WORKS DEPARTMENT**

Project Number	Project Title	Project Category	Total Budget From Inception	FY 2015 Available Budget	FY 2015 Expenditures	Labor Adjustments*	FY 2015 Encumbrances	Remaining Balance	Budget Percent Complete	Project Status	Estimated Completion Date	Comments
MINOR PROJECTS												
VR-01001	MSC Fuel Storage Tank /Svc Island Replacement	Minor	\$2,623,368	\$63,083	\$1,165	\$0	\$62,267	(\$349)	100%	Ongoing	Dec 14	Project to be closed.
VR-06801	Replace City-Wide Fuel Transaction and Inventory Management System	Minor	\$310,831	\$108,955	\$9,203	\$0	\$13,765	\$85,987	72%	Ongoing	June 16	Looking into Inventory Management Systems. Remaining funds will need to be reappropriated for projects in FY16.
VR-07001	Automated Motor Pool Reservation and Vehicle Key Management System	Minor	\$127,875	\$10,979	\$0	\$0	\$0	\$10,979	100%	Complete	Dec 14	Project to be closed.
VR-11000	Vehicle Replacement	Minor	\$1,585,767	\$325,177	\$0	\$0	\$0	\$325,177	100%	Complete	Dec 14	Project to be closed.
VR-12001	In-Ground Vehicle Lift	Minor	\$450,000	\$83,525	\$0	\$0	\$0	\$83,525	100%	Complete	Dec 14	Project to be closed.
VR-13000	Vehicle Replacement	Minor	\$4,424,664	\$1,474,682	\$56,915	\$0	\$1,406,990	\$10,777	100%	Ongoing	Dec 15	Remaining funds will need to be reappropriated for vehicle outfitting in FY16.
VR-14000	Vehicle Replacement	Minor	\$3,000,000	\$1,782,462	\$644,501	\$0	\$1,010,833	\$127,128	96%	Ongoing	Dec 15	Remaining funds will need to be reappropriated for vehicle outfitting in FY16.
VR-14001	Emergency Repair and	Minor	\$100,000	\$26,462	\$5,418	\$0	\$0	\$21,044	100%	Complete	Dec 14	Project to be closed.
VR-14002	MSC Fuel Station Demo	Minor	\$240,000	\$216,344	\$42,001	\$0	\$18,589	\$155,754	35%	Ongoing	Dec 15	Remaining funds will need to be reappropriated for completing project.
MULTI-YEAR PROJECTS												
VR-04010	Vehicle Maintenance Facility Upgrades	Multi-Year	\$561,733	\$262,860	\$0	\$0	\$1	\$262,859	100%	Complete	Dec 14	CIP has been TECO'D and is ready to close.
VR-07002	Diesel Truck Engine Emissions Retrofits	Multi-Year	\$846,488	\$25,344	\$0	\$0	\$0	\$25,344	97%	Ongoing	Dec 17	Remaining funds will need to be reappropriated for diesel particulate filters to be added to appropriate vehicles.
VR-92006	Fuel Tank Storage/Upgrade	Multi-Year	\$260,378	\$9,199	\$0	\$0	\$0	\$9,199	96%	Ongoing	Dec 15	Remaining funds will need to be reappropriated for upgrade in FY16.

Attachment D

**FY 2015 MID-YEAR CAPITAL IMPROVEMENT PROGRAM PROJECTS STATUS
INTERNAL SERVICE FUND
VEHICLE REPLACEMENT AND MAINTENANCE FUND
PUBLIC WORKS DEPARTMENT**

Project Number	Project Title	Project Category	Total Budget From Inception	FY 2015 Available Budget	FY 2015 Expenditures	Labor Adjustments*	FY 2015 Encumbrances	Remaining Balance	Budget Percent Complete	Project Status	Estimated Completion Date	Comments
VR-15000	Scheduled Vehicle and Equipment Replacements	Multi-Year	\$3,786,000	\$3,786,000	\$112,301	\$0	\$245,439	\$3,428,260	9%	Ongoing	June 16	Remaining funds will need to be reappropriated for purchase of vehicles that remain on replacement schedule for Fiscal Year 2015.
VR-15001	Emergency Repair and Replacement Program	Multi-Year	\$100,000	\$100,000	\$9,792	\$0	\$0	\$90,208	10%	Ongoing	June 20	Remaining funds at end of each fiscal year can go back to Vehicle Reserve Fund since new budget will be added each year.

Attachment E
Continuous Capital Projects
Five Years of Expenditures for Fiscal Years 2011-2015

Project Category	Department/Fund	Project Title	FY 2011	FY 2012	FY 2013	FY 2014	YTD FY 2015
Community Services - General Fund :							
Land & Land Improvements	AC-86017	Art in Public Places	\$77,956	\$17,171	\$59,526	80,497	40,015
Planning & Community Environment - General Fund :							
Streets & Sidewalks	PL-05030	Traffic Signal Upgrades	183,141	244,272	385,302	290,944	236,636
Public Works - General Fund :							
Streets & Sidewalks	PE-86070	Street Improvements (Street Improvement Fund)	4,710,791	3,170,679	7,097,782	5,072,597	2,467,328
Building & Facilities	PF-00006	Roofing Replacement	104,617	319,495	246,068	119,682	3,599
Building & Facilities	PF-01003	Building Systems Improvements	74,876	59,798	34,320	150,878	0
Building & Facilities	PF-02022	Facility Interior Finishes	23,874	234,085	70,609	390,667	17,940
Building & Facilities	PF-93009	ADA Compliance	9,994	167,537	10,019	16,024	834
Streets & Sidewalks	PO-05054	Street lights Improvements	159,070	61,844	69,707	74,636	18,147
Streets & Sidewalks	PO-89003	Sidewalk Improvements	1,611,917	1,673,715	1,864,954	2,160,793	1,336,097
Public Works - Storm Drainage Fund :							
	SD-06101	Storm Drain System Replacement	488,793	242,488	745,927	98,479	1,273
Public Works - Wastewater Treatment Fund :							
	WQ-80021	RWQCP Plant Equipment Replacement	66,916	589,965	1,840,887	2,449,616	1,431,677
	WQ-80022	RWQCP System Flow Metering	28,468	0	0	9,770	0
Electric Fund :							
	EL-02011	Electric Utility GIS	321,713	175,382	127,798	65,294	32,894
	EL-06005	Fiber Optics Ring System Improvements	0	0	0	0	0
	EL-06006	Fiber Optics Customer Design and Connection Services	0	0	0	0	0
	EL-89028	Electric Customer Connections	1,882,242	2,522,815	2,802,451	2,922,100	703,382
	EL-89031	Communications System Improvements	3,501	0	3,345	13,935	5,003
	EL-89038	Substation Protection Improvements	129,086	200,418	188,049	158,683	93,032
	EL-89044	Substation Facility Improvements	148,871	180,672	60,458	243,564	115,776
	EL-98003	Electric Distribution System Reconstruction and Improvements	1,608,521	2,389,593	1,453,123	1,319,059	1,240,197
Fiber Optics Fund :							
	FO-10000	Fiber Optic Customer Connections	88,061	125,913	291,425	360,428	138,793
	FO-10001	Fiber Optic Network System Improvements	327,736	448,950	137,878	154,906	76,926

Attachment E
Continuous Capital Projects
Five Years of Expenditures for Fiscal Years 2011-2015

<u>Project Category</u>	<u>Department/Fund</u>	<u>Project Title</u>	<u>FY 2011</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>FY 2014</u>	<u>YTD FY 2015</u>
Gas Fund :							
	GS-02013 GS-03007	Directional Boring Equipment	162	20,160	0	289,195	0
	GS-03002 GS-04003 GS-05002	Gas Main Replacements	86,159	54,157	0	0	0
	GS-03008	Polyethylene Fusion Equipment Replacement	444	0	24,055	26,718	0
	GS-03009	System Extensions-Unreimbursed	7,718	0	90,838	92,466	17,272
	GS-06001	Gas Main Replacements, GMR-Project 16	127,056	0	0	0	0
	GS-07002	Gas Main Replacements, GMR-Project 17	211,515	139,958	577	0	0
	GS-80017	Gas System Extensions	471,001	605,635	932,035	904,684	400,747
	GS-80019	Gas Meters and Regulators	294,191	325,988	25,652	2,178	0
Wastewater Collection Fund:							
	WC-02002 WC-03003 WC-04002	Sewer System Rehabilitation and Augmentation, Project 15,16 and 17	122,870	57,715	0	0	0
	WC-05003 WC-06003 WC-07004	Sewer System Rehabilitation and Augmentation, Project 18,19 and 20	94,468	188,511	241,489	56,751	0
	WC-08012 WC-09001 WC-10002	Sewer System Rehabilitation and Augmentation, Project 21,22 and 23	1,928,374	1,023,537	2,139,395	2,236,935	155,983
	WC-80020	Sewer System Extensions	224,066	270,793	445,570	279,411	85,519
	WC-99013	Sewer Manhole Rehabilitation	378,841	357,343	555,382	516,840	224,260
Water Fund :							
	WS-02014	Water-Gas Wastewater Utilities GIS Data	289,694	222,244	282,573	195,881	98,683
	WS-06002	Water Main Replacements, Project 20	10,821	0	0	0	0
	WS-07003	Water Main Replacements, Project 21	1,432,826	528	0	0	0
	WS-80013	Water System Extensions	258,968	551,131	528,788	528,260	254,477
	WS-80014	Service and Hydrant Replacements	44,232	151,928	359,994	67,570	81,388
	WS-80015	Water Meters	0	34,000	4,183	346,743	89,841

Attachment F
Public Safety Departments
Overtime Analysis for Fiscal Years 2013 through 2015

	2013	2014	<i>thru 12/31/14</i> 2015
POLICE DEPARTMENT			
Overtime Expense			
Adopted Budget	\$967,900	\$1,500,000	\$1,500,000
Modified Budget	970,382	1,500,000	1,500,000
Net Overtime Cost - see below	(82,848)	593,565	463,414
Variance to Budget	<u>\$1,053,230</u>	<u>\$906,435</u>	<u>\$1,036,586</u>
Overtime Net Cost			
Actual Expense	<u>\$1,542,754</u>	<u>\$1,711,764</u>	<u>\$999,694</u>
Less Reimbursements			
Stanford Communications	51,299	54,552	36,493
Utilities Communications Reimbursement	28,247	29,845	21,127
Local Agencies (A)	16,255	8,905	5,452
Police Service Fees	83,785	73,934	54,808
Total Reimbursements	<u>179,586</u>	<u>167,236</u>	<u>117,881</u>
Less Department Vacancies	<u>1,446,017</u>	<u>950,963</u>	<u>418,399</u>
Net Overtime Cost	<u>(\$82,848)</u>	<u>\$593,565</u>	<u>\$463,414</u>
Department Vacancies (number of days)	5,543	4,251	1,754
Workers' Compensation Cases	10	14	11
Department Disabilities (number of days)	641	776	418
FIRE DEPARTMENT			
Overtime Expense			
Original Budget	\$1,624,415	\$1,424,414	\$1,424,414
Modified Budget (B)	1,624,415	1,750,956	1,424,414
Net Overtime Cost - see below	628,711	1,012,521	346,310
Variance to Budget	<u>\$995,704</u>	<u>\$738,435</u>	<u>\$1,078,104</u>
Overtime Net Cost			
Actual Expense	<u>\$1,812,170</u>	<u>\$2,562,549</u>	<u>\$1,361,295</u>
Less Reimbursements			
Stanford Fire Services (C)	549,088	776,452	412,472
Cal-Fire/FEMA (Strike Teams)	-	50,542	-
Total Reimbursements	<u>549,088</u>	<u>826,994</u>	<u>412,472</u>
Less Department Vacancies	<u>634,371</u>	<u>723,034</u>	<u>602,513</u>
Net Overtime Cost	<u>\$628,711</u>	<u>\$1,012,521</u>	<u>\$346,310</u>
Department Vacancies (number of days)	2,340	2,618	1,821
Workers' Compensation Cases	9	18	9
Department Disabilities (number of days)	216	489	141

NOTES:

- (A) Includes Animal Services contract with Los Altos and Los Altos Hills.
- (B) Does not include Strike Team Reimbursement of \$184,296 recommended in this Report.
- (C) Stanford reimburses 30.3% of Fire Service expenditures.