



Fiscal Year 2019 Budget Adjustments

Updated:

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The table below lists City Council approved budget amendments, as well as notes approved changes to the Table of Organization, by fiscal year and provides links to the corresponding City Manager Report or "CMR". The City Council approves numerous budget amendments in various funds as part of the Mid-year Budget Review report and the Budget Closing and Comprehensive Annual Financial Report which are referenced below, however are referenced as "various." Details of the adjustments approved can be referenced in the CMRs linked.

This table is organized by the date the action was approved then by Fund Category. The "CMR #" will link you to the corresponding City Manager Report and if additional reports are pertinent a note will be added to the end of the "CMR Title" for further reference. If the action impacts a capital improvement project, this will be noted in the "CIP Project" column, otherwise it will be denoted by an "N/A." In certain instances, the adjustment reflects a realignment within a fund, for example, increase Project A, decrease Project B. These adjustments are noted and explained under "NOTE".

Fund Category	Fund Name	Fund #	CMR #	CMR Title	CIP Project	Date Approved	Revenue	Expense	Fund Balance/ Reserve
General Fund	General Fund-Operating	102	8952	Approval of 5-Year Contract with Crossing Guard Services	N/A	6/25/2018	-	112,000	\$ (112,000)
Capital Project Funds	Capital Improvement Fund	471	9301	Award of Baylands Boardwalk Improvements Construction Project	PE-14018	6/25/2018	470,000	550,000	\$ (80,000)
Capital Project Funds	Capital Improvement Fund	471	9301	Award of Baylands Boardwalk Improvements Construction Project	AS-10000	6/25/2018	-	(80,000)	\$ 80,000
Special Revenue Funds	Parkland Dedication Fees	209	9301	Award of Baylands Boardwalk Improvements Construction Project	N/A	6/25/2018	-	470,000	\$ (470,000)
Enterprise Funds	Airport Enterprise Fund	530	9439	Approval of Airport Contracts & Budget Amendments	AP-16000	8/27/2018	2,804,610	3,104,610	\$ (300,000)
Enterprise Funds	Water Fund - Operating	522	9454	Contract for Repair of the Concrete Liner on Matadero Creek	N/A	9/10/2018	-	227,000	\$ (227,000)
Capital Project Funds	Capital Improvement Fund	471	9573	Approval of Contract for Artwork at the Junior Museum and Zoo and Acceptance of Payment from the Fri	AC-86017	10/1/2018	175,000	175,000	\$ -
General Fund	General Fund-Operating	102	9583	Adoption of MOA for PMA, IAFF, and FCA NOTE: Reduction in the Budget Stabilization Reserve (\$685,000)	N/A	10/1/2018	-	685,000	\$ (685,000)
General Fund	General Fund-Operating	102	9665	Approval of a Contract with MRG for Transportation Support Services	N/A	10/15/2018	-	150,000	\$ (150,000)
Enterprise Funds	Electric Fund - Operating	523	9562	Colorado Power Station COP-2 Transformer Replacement NOTE: This action reflects the net impact of a \$1,800,000 increase in the Colorado Power Equipment Upgrades Project (EL-19001) offset by a reduction in the Rebuild Underground Utility District 20 Project (EL-14002) and VA Hospital Customer Load Requirements Project (EL-17003).	EL-19001 EL-14002 EL-17003	10/15/2018	-	-	\$ -
Special Revenue Funds	Developers Impact Fees - Comm. Ctr	211	9596	Approval of the Sale of Transfer Development Rights & Budget Amendment	N/A	10/29/2018	3,982,978	2,500,000	\$ 1,482,978
Various	Various	Various	9630	Approval of the Fiscal Year 2018 Reappropriation Requests to be Carried Forward Into Fiscal Year 2019 and Approve Budget Amendments in Various Funds	N/A	10/29/2018	Various	Various	Various
General Fund	General Fund-Operating	102	9822	Authorize the City Manager to Execute an Operating Agreement With Pets In Need, for the Not-to-Exceed Amount of \$3,700,626; Approve Interim Improvements for the Palo Alto Animal Shelter; and Approve Budget Amendments in the General Fund and the Capital Improvement Funds (adjustment 1 of 2)	N/A	11/26/2018	-	-	\$ -
Capital Project Funds	Capital Improvement Fund	471	9822	Authorize the City Manager to Execute an Operating Agreement With Pets In Need, for the Not-to-Exceed Amount of \$3,700,626; Approve Interim Improvements for the Palo Alto Animal Shelter; and Approve Budget Amendments in the General Fund and the Capital Improvement Funds (adjustment 2 of 2) NOTE: Reduction in Infrastructure Reserve of \$800,000.	PE-19002	11/26/2018	-	800,000	\$ (800,000)



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Fund Category	Fund Name	Fund #	CMR #	CMR Title	CIP Project	Date Approved	Revenue	Expense	Fund Balance/ Reserve
Capital Project Funds	Capital Improvement Fund	471	9688	Approval of: 1) Construction Contract C19173521 with Swinerton Builders in the Amount of \$39,395,153; 2) Amendment Number 3 to Contract C16163034 with Nova Partners, Inc. in the Amount of \$1,249,193 for Construction Management Services; 3) Amendment Number 1 to Contract S18171787 with Romig Engineers, Inc. in the Amount of \$99,000; 4) Authorization to Negotiate and Execute Four Easements for Underground Shoring Tie-backs; 5) Authorization to Negotiate and Execute a Short-term Lease for a Parking Lot from the County of Santa Clara; 6) Authorization to Negotiate and Execute a Month-to-Month Lease of Parking Stalls from Caltrain; and 7) A Budget Amendment for Capital Improvement Fund Project PE-18000 for the New California Avenue Area Parking Garage <i>NOTE: Reduction in Infrastructure Reserve of \$2,450,000.</i>	PE-18000	12/10/2018	-	2,450,000	\$ (2,450,000)
Capital Project Funds	Cubberley Property Infrastructure Fund	472	9866	Approval of Amendment Number 1 to Contract Number C18170335 With Concordia, LLC for Professional Services for Cubberley Community Center Master Plan and Visioning to Increase the Not-to-Exceed Amount by \$43,720 and to Include Greendell School and 525 San Antonio Road Sites to the Scope of Services; and Authorize the City Manager to Execute Amendment Number 1 to the Mutual Cooperation and Cost Share Agreement Between the City of Palo Alto and the Palo Alto Unified School District Related to Cubberley Community Center Master Plan Consultants to add the Additional Scope and Costs to the Agreement for up to \$21,860; and Approve Budget Adjustments to Fund the Amendment	CB-16001	12/17/2018	21,860	43,720	\$ (21,860)
Various	Various	Various	9925	Finance Committee Recommends the City Council Approve the \$4 Million in General Fund Savings and Approve Corresponding Budget Amendments in Various Funds and the Table of Organization	N/A	12/17/2018	Various	Various	Various
General Fund	General Fund-Operating	102	9983	Finance Committee Recommends the City Council: Approve the FY 2018 Comprehensive Annual Financial Report (CAFR); Approve Amendments to FY 2018 Budget in Various Funds; and Approve a FY 2019 Budget Amendment in the General Fund (adjustment 1 of 2)	N/A	1/28/2019	-	2,000,000	\$ (2,000,000)
Capital Project Funds	Capital Improvement Fund	471	9983	Finance Committee Recommends the City Council: Approve the FY 2018 Comprehensive Annual Financial Report (CAFR); Approve Amendments to FY 2018 Budget in Various Funds; and Approve a FY 2019 Budget Amendment in the General Fund (adjustment 2 of 2)	N/A	1/28/2019	2,000,000	-	\$ 2,000,000
Special Revenue Funds	Law Enforcement Services	248	9852	Approval of the Acceptance and Appropriation of State of California Citizens Options for Public Safety (COPS) Funds and Approval of a Budget Amendment in the Supplemental Law Enforcement Services Fund	N/A	1/28/2019	105,964	133,000	\$ (27,036)
Various	Various	Various	9946	FY 2019 Mid-Year Budget Report: Amend the Fiscal Year 2019	Various	2/4/2019	Various	Various	Various



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Enterprise Funds	Electric Fund - Operating	523	9912	Approval of Contract Number C19174153 With Burns & McDonnell Engineering Company, Inc. in an Amount of \$633,456 for the Colorado Power Station High Voltage Circuit Breaker Implementation as part of the Colorado Power Station Equipment Upgrade Capital Project (EL-19001); Authorization to Negotiate and Execute Related Change Orders in the Amount of \$95,018, for a Total Not-to-Exceed Amount of \$728,474; and Approval of Budget Amendments in the Electric Fund. <i>NOTE: This action reflects the net impact of a \$600,000 increase in the Colorado Power Station Equipment Upgrade project (EL-19001) offset by a reduction in the Underground System Rebuild project (EL-16001), Wood Pole Replacement project (EL-19004), and SCADA System Upgrade project (EL-02010).</i>	EL-19001 EL-16001 EL-19004 EL-02010	4/1/2019	-	\$	-
Enterprise Funds	Electric Fund - Operating	523	10081	Approval of a Professional Services Agreement With Professional Meters, Inc. in the Amount of \$483,722 Over a 12 Month Period to Perform a Comprehensive Utility Meter Field Survey of all Electric, Gas, and Water Meters in the Field, Including \$48,372 for Additional Services, for a Total Notto-Exceed Amount of \$532,094; and Approval of Budget Amendments in Electric Fund, Gas Fund and Water Fund. (adjustment 1 of 3)	N/A	4/15/2019	-	219,801	\$ (219,801)
Enterprise Funds	Gas Fund - Operating	524	10081	Approval of a Professional Services Agreement With Professional Meters, Inc. in the Amount of \$483,722 Over a 12 Month Period to Perform a Comprehensive Utility Meter Field Survey of all Electric, Gas, and Water Meters in the Field, Including \$48,372 for Additional Services, for a Total Notto-Exceed Amount of \$532,094; and Approval of Budget Amendments in Electric Fund, Gas Fund and Water Fund. (adjustment 2 of 3)	N/A	4/15/2019	-	170,348	\$ (170,348)
Enterprise Funds	Water Fund - Operating	522	10081	Approval of a Professional Services Agreement With Professional Meters, Inc. in the Amount of \$483,722 Over a 12 Month Period to Perform a Comprehensive Utility Meter Field Survey of all Electric, Gas, and Water Meters in the Field, Including \$48,372 for Additional Services, for a Total Notto-Exceed Amount of \$532,094; and Approval of Budget Amendments in Electric Fund, Gas Fund and Water Fund. (adjustment 3 of 3)	N/A	4/15/2019	-	141,945	\$ (141,945)
Capital Project Funds	Capital Improvement Fund	471	10258	Approval of Contract Number C19174910 With JJR Construction Inc., in the Amount of \$1,250,993 for the 2019 Sidewalk, Curb and Gutter Repairs Project, Capital Improvement Program Projects PO-89003 and PO-12001; Authorization for the City Manager or his Designee to Negotiate and Execute Related Change Orders Not-to-Exceed \$125,099 in Total Value; and Approval of a Budget Amendment in the Capital Improvement Fund. <i>NOTE: Reduction in the Infrastructure Reserve (\$184,000)</i>	PO-89003	5/20/2019	-	184,000	\$ (184,000)



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Fund Category	Fund Name	Fund #	CMR #	CMR Title	CIP Project	Date Approved	Revenue	Expense	Fund Balance/ Reserve
Special Revenue Funds	Housing In-Lieu/Residential	233	10143	Authorize and Approve \$1 Million From the Residential Housing In-Lieu Fund and \$9 Million from the Commercial Housing Fund for a Total of \$10 Million for the Development and Construction of the 100 Percent Affordable Housing Project at 3705 El Camino Real; and Approve Budget Amendments in the Residential Housing In-Lieu Fund and the Commercial Housing Fund (adjustment 1 of 2)	N/A	6/3/2019	-	1,000,000	\$ (1,000,000)
Special Revenue Funds	Housing In-Lieu/Commercial	234	10143	Authorize and Approve \$1 Million From the Residential Housing In-Lieu Fund and \$9 Million from the Commercial Housing Fund for a Total of \$10 Million for the Development and Construction of the 100 Percent Affordable Housing Project at 3705 El Camino Real; and Approve Budget Amendments in the Residential Housing In-Lieu Fund and the Commercial Housing Fund (adjustment 2 of 2)	N/A	6/3/2019	-	9,000,000	\$ (9,000,000)
Special Revenue Funds	Residential Parking Permit Programs	239	9465	Policy and Services Committee Recommends the City Council Accept the Status Update of the Parking Funds Audit and Approve Consolidation of Residential Preferential Parking Program Funds; and Approve FY 2019 Budget Amendments in the Residential Parking Fund and the General Fund (adjustment 1 of 2)	N/A	6/24/2019	-	80,000	\$ (80,000)
General Fund	General Fund-Operating	102	9465	Policy and Services Committee Recommends the City Council Accept the Status Update of the Parking Funds Audit and Approve Consolidation of Residential Preferential Parking Program Funds; and Approve FY 2019 Budget Amendments in the Residential Parking Fund and the General Fund (adjustment 2 of 2)	N/A	6/24/2019	80,000	-	\$ 80,000
Enterprise Funds	Gas Fund - Operating	524	10226	Approval of Contract Number C19173720A With ARB, Inc. in the Amount of \$1,886,682 for Gas Service Replacement Project FY19, Capital Improvement Program Project GS-18000, and Authorization for the City Manager to Negotiate and Execute Related Change Orders Not-to-Exceed \$94,334, for a Total Not-to-Exceed Amount of \$1,981,016; and Approval of a Gas Capital Improvement Fund Budget Amendment <i>NOTE: This action reflects the net impact of a \$723,116 increase in the Gas ABS/Tenite Replacement Project (GS-18000) offset by a reduction in the Gas Main Replacement Project 21 (GS-11000), Gas Distribution System Improvements Project (GS-11002), and System Extensions - Unreimbursed Project (GS-03009).</i>	GS-18000 GS-11000 GS-11002 GS-03009	6/24/2019	-	-	\$ -
Various	Various	-	10892	Finance Committee Recommends the City Council: 1) Approve the FY2019 Comprehensive Annual Financial Report (CAFR); 2) Approve Amendments to FY2019 Budget in Various Funds; 3) Approve Recommended use of Excess General Fund Budget Stabilization Reserve Funds; and, 4) Accept the Macias Gini and O'Connell's Audit of the City of Palo Alto's Financial Statements as of June 30, 2019 and management letter	Various	1/27/2020	Various	Various	Various

* These reports have been released by the Office of the City Attorney.