



# CITY COUNCIL STUDY SESSION AGENDA

**6:00 PM - Tuesday, May 27, 2025**

***In-Person***

---

---

## SPECIAL MEETING AGENDA

**PARTICIPATION:** Members of the public may participate by being present at the Los Altos Council Chamber at Los Altos City Hall located at 1 N. San Antonio Rd, Los Altos, CA during the meeting. Public comment is accepted in person at the physical meeting location, or via email to [PublicComment@losaltosca.gov](mailto:PublicComment@losaltosca.gov).

**RULES FOR CONDUCT:** Pursuant to Los Altos Municipal Code, Section 2.05.010 "Interruptions and rules for conduct": Understanding that the purpose of the city council meetings is to conduct the people's business for the benefit of all the people, in the event that any meeting of the city council is willfully interrupted by a person or group of persons so as to render the orderly conduct of the meeting impossible, the mayor, mayor pro tem, or any other member of the city council acting as the chair may order the removal of the person or persons responsible for the disruption and bar them from further attendance at the council meeting, or otherwise proceed pursuant to Government Code Section 54957.0 or any applicable penal statute or city ordinance.

**REMOTE MEETING OBSERVATION:** Members of the public may view the meeting via the link below, but will not be permitted to provide public comment via Zoom or telephone. Public comment will be taken in-person, and members of the public may provide written public comment by following the instructions below.

**<https://losaltosca-gov.zoom.us/j/81411612877?pwd=WwBaoNbeAVVVfA37DxIRukylSypKJ9.1>**

**Telephone: 1-669-444-9171 / Webinar ID: 814 1161 2877 / Passcode: 084103**

**SUBMIT WRITTEN COMMENTS:** Prior to the meeting, comments on matters listed on the agenda may be emailed to [PublicComment@losaltosca.gov](mailto:PublicComment@losaltosca.gov). Emails sent to this email address are sent to/received immediately by the City Council. Emails sent directly to the City Council as a whole or individually, and not sent to [PublicComment@losaltosca.gov](mailto:PublicComment@losaltosca.gov) will not be included as a public comment in the Council packet.

***Please note: Personal information, such as e-mail addresses, telephone numbers, home addresses, and other contact information are not required to be included with your comments. If this information is included in your written comments, they will become part of the public***

*record. Redactions and/or edits will not be made to public comments, and the comments will be posted as they are submitted. Please do not include any information in your communication that you do not want to be made public.*

Correspondence submitted in hard copy/paper format must be received by 2:00 p.m. on the day of the meeting to ensure distribution prior to the meeting. Comments provided in hard copy/paper format after 2:00 p.m. will be distributed the following day and included with public comment in the Council packet.

*The Mayor will open public comment and will announce the length of time provided for comments during each item.*

## **MEETING CALLED TO ORDER**

## **CONFIRM QUORUM**

## **DISCUSSION ITEM(S)**

1. Review and Provide Direction on the Draft Budget for Fiscal Year 2025-26 and the Five-Year Capital & Major Maintenance Program for Fiscal Years 2026-30

## **ADJOURNMENT**

## **SPECIAL NOTICES TO THE PUBLIC**

In compliance with the Americans with Disabilities Act, the City of Los Altos will make reasonable arrangements to ensure accessibility to this meeting. If you need special assistance to participate in this meeting, please contact the City Clerk 72 hours prior to the meeting at (650) 947-2610.



## City Council Agenda Report

**Meeting Date:** May, 27, 2025

**Prepared By:** Jessie Kim

**Approved By:** Gabe England

### **Subject: Proposed FY 2025/26 Operating Budget and FY2026-2030 Five-Year Capital & Major Maintenance Program**

---

#### **COUNCIL PRIORITY AREA**

- ☒ Public Safety
- ☒ Business Communities
- ☒ Circulation Safety and Efficiency
- ☒ Environmental Sustainability
- ☒ Housing
- ☒ General Government

#### **RECOMMENDATION**

Discuss the proposed FY2025/26 Operating Budget and FY2026–2030 Capital Improvement and Major Maintenance Program (CIMMP), and provide direction to staff for any revisions prior to final adoption.

#### **FISCAL IMPACT**

This item presents a review of the proposed FY2025/26 Operating Budget and FY2026–2030 Capital Improvement and Major Maintenance Program (CIMMP). While there is no immediate fiscal impact from this discussion, the financial implications will be finalized upon Council adoption of the budget and capital plan.

#### **ENVIRONMENTAL REVIEW**

Not applicable

#### **PREVIOUS COUNCIL CONSIDERATION**

June 10, 2024

#### **BACKGROUND**

Each year, staff prepares the Operating Budget and Capital Improvement and Major Maintenance Program (CIMMP) to align with the City Council’s strategic priorities. The Operating Budget outlines the City’s planned revenues and expenditures for the fiscal year, while the CIMMP identifies capital projects over a five-year period. Both documents are developed in coordination with all departments, reviewed by the Financial Commission, and presented to Council for input during the study session prior to adoption.

#### **ANALYSIS**

The proposed FY2025/26 Operating Budget includes \$65.1 million in General Fund revenues, reflecting a 3% increase over estimated revenues for FY2024/25. This growth is primarily driven by a 7% projected increase in property tax revenue and a 10% rise in recreation program revenue, along with continued collections from the transient occupancy tax (TOT), documentary transfer tax (DDT), and utility users tax (UUT).

General Fund expenditures are projected at \$56.6 million, reflecting a 10% increase compared to FY2024/25 estimates. This increase is driven by several factors, including rising personnel costs - such as the filling of previously vacant positions - as well as increases in the City's contracts for fire protection and animal control services. Additional cost growth is related to the implementation of a new parking management program, which includes contracted parking enforcement services. Departmentally, Development Services is projected to increase by 24%, largely due to consultant costs for plan check services, work on the Urban Forest Master Plan, and support for below-market-rate (BMR) housing. Parks and Recreation expenditures are also expected to rise by 10% to support expanded programs and community activities.

The proposed budget results in a projected \$8.5 million surplus. After planned transfers to reserves and internal service funds, the unassigned General Fund balance is estimated at \$17.2 million, which represents 30% of budgeted expenditures. This is in addition to the City's 20% Emergency and Operating Reserve, reflecting a strong and stable financial position.

The FY2026 Capital Improvement and Major Maintenance Program (CIMMP) includes \$24.6 million in planned projects, with a total of \$53.2 million programmed through FY2030. Major FY2026 projects include citywide street resurfacing and slurry seal, planning and design of a downtown park space with parking, the San Antonio Complete Streets project, and improvements to dog parks and playgrounds. These projects will be funded through a combination of General Fund contributions, state transportation revenues (SB1, Measure B, Gas Tax), and grants.

## **DISCUSSION**

The FY2025/26 Operating Budget and FY2026–30 Capital Improvement and Major Maintenance Program (CIMMP) have been developed in alignment with Council's strategic goals and current financial policies. This study session is intended to present the full scope of projected revenues, expenditures, and capital investments, along with associated fund balances and reserve levels. Staff will provide an overview of the major changes from the prior fiscal year and highlight key program and project adjustments. Feedback from the study session will be used to finalize the documents in preparation for formal adoption in June 2025.

## **ATTACHMENTS**

- 1. Proposed FY2025/26 Budget - General Fund and Enterprise Funds Summary**
- 2. Draft FY2025 and FY2026 Fund Balance Summary**
- 3. Draft FY2025-30 Capital Improvement and Major Maintenance Program (CIMMP)**

# GENERAL FUND SUMMARY

Agenda Item 1.

GENERAL FUND	FY2022/23 Actual	FY2023/24 Actual	FY2024/25 Budget	FY2024/25 Estimated Actual	FY2025/26 Budget	% Change Over FY25 Estimated	% Change over FY Budget
<b>REVENUES</b>							
Taxes	\$ 43,653,732	\$ 45,692,947	\$ 46,669,216	\$ 47,838,458	\$ 50,741,767	6%	9%
Fees	11,691,808	9,884,055	11,028,518	12,319,552	11,573,254	-6%	5%
Interest	376,624	2,455,767	444,000	2,000,000	1,656,000	-17%	273%
Misc. Revenue	1,443,680	1,422,260	1,292,900	757,992	1,142,696	51%	-12%
One Time Revenue	-	-	-	-	-		
<b>Total General Fund Revenue</b>	<b>57,165,844</b>	<b>59,455,029</b>	<b>59,434,634</b>	<b>62,916,002</b>	<b>65,113,717</b>	<b>3%</b>	<b>10%</b>
PROGRAM EXPENDITURES	FY2022/23 Actual	FY2023/24 Actual	FY2024/25 Budget	FY2024/25 Estimated Actual	FY2025/26 Budget	% Change Over FY25 Estimated	% Change over FY Budget
Legislative	392,169	584,065	1,082,668	904,905	909,613	1%	-16%
City Manager's Office	4,675,356	5,109,970	5,691,520	4,537,741	4,182,738	-8%	-27%
Finance	1,730,254	2,392,063	2,320,248	2,058,012	2,526,664	23%	9%
Human Resources	1,131,239	1,827,293	1,839,309	1,580,573	2,066,391	31%	12%
Development Services	4,387,216	4,737,432	5,665,944	5,796,244	7,166,896	24%	26%
Public Works	3,297,241	3,045,355	3,356,835	2,733,602	3,230,367	18%	-4%
Public Safety	20,716,876	22,006,310	25,697,667	25,088,207	27,016,213	8%	5%
Recreation	7,300,834	7,957,165	9,571,586	8,611,373	9,456,551	10%	-1%
<b>Total General Fund Expenditure</b>	<b>43,631,185</b>	<b>47,659,654</b>	<b>55,225,777</b>	<b>51,310,656</b>	<b>56,555,433</b>	<b>10%</b>	<b>2%</b>
<b>Debt Service</b>	<b>-</b>	<b>-</b>	<b>844,925</b>	<b>844,925</b>	<b>842,490</b>		
<b>Transfers In/Out</b>	<b>(3,972,077)</b>	<b>(1,578,000)</b>	<b>(20,565,209)</b>	<b>(20,565,209)</b>	<b>(4,452,719)</b>		
<b>Revenues over Expenditures Surplus / (Deficit) Before Transfers</b>	<b>13,534,659</b>	<b>11,795,375</b>	<b>3,363,932</b>	<b>10,760,421</b>	<b>7,715,794</b>		
<b>Revenues over Expenditures Surplus / (Deficit) After Transfers</b>	<b>3,972,077</b>	<b>1,578,000</b>	<b>19,720,284</b>	<b>19,720,284</b>	<b>3,610,229</b>		

## GENERAL FUND REVENUE SUMMARY

Agenda Item 1.

	FY2022/23 Actual	FY2023/24 Actual	FY2024/25 Budget	FY2024/25 Estimated Actual	FY2025/26 Budget	% Change Over FY25 Estimated	% Change over FY Budget
<b>GENERAL FUND</b>							
Property Tax	\$ 32,644,256	\$ 34,410,697	\$ 35,928,295	\$ 35,617,436	\$ 38,243,942	7.4%	6.4%
Sales Tax	3,686,148	3,442,623	3,571,000	3,565,650	3,592,738	0.8%	0.6%
Utility Users Tax	3,214,718	3,517,437	3,579,921	4,007,785	4,128,018	3.0%	15.3%
Other Taxes	4,108,610	4,322,189	3,590,000	4,647,587	4,777,069	2.8%	33.1%
Franchise Fees	2,516,465	2,608,195	2,913,078	2,759,673	2,842,464	3.0%	-2.4%
Recreation Fees	1,416,954	1,598,589	1,661,140	1,493,166	1,647,790	10.4%	-0.8%
Community Development Fees	7,758,389	5,677,271	6,454,300	8,066,713	7,083,000	-12.2%	9.7%
Intergovernmental	118,436	23,238	110,000	-	-	0.0%	-100.0%
Grants and Donations	172,437	806,765	10,000	310,555	10,000	-96.8%	0.0%
Interest Income	376,624	2,455,767	444,000	2,000,000	1,656,000	-17.2%	273.0%
Miscellaneous Revenue	1,152,807	592,257	1,172,900	447,437	1,132,696	153%	-3%
<b>Total General Fund Revenue</b>	<b>57,165,844</b>	<b>59,455,029</b>	<b>59,434,634</b>	<b>62,916,002</b>	<b>65,113,717</b>	<b>3%</b>	<b>10%</b>
<b>One-Time Revenue</b>	-	-	-	-	-		
<b>Transfer In</b>	-	-	-	-	73,500		
<b>Total General Fund Revenue/Transfers In</b>	<b>\$ 57,165,844</b>	<b>\$ 59,455,029</b>	<b>\$ 59,434,634</b>	<b>\$ 62,916,002</b>	<b>\$ 65,187,217</b>	<b>4%</b>	<b>10%</b>

## GENERAL FUND EXPENDITURE SUMMARY

PROGRAM EXPENDITURES	FY2022/23 Actual	FY2023/24 Actual	FY2024/25 Budget	FY2024/25 Estimated Actual	FY2025/26 Budget	% Change Over FY25 Estimated	% Change over FY Budget
<b>LEGISLATIVE</b>							
1110-City Council	\$ 392,169	\$ 584,065	\$ 1,082,668	\$ 904,905	\$ 909,613	1%	-16%
<b>Total City Council</b>	<b>392,169</b>	<b>584,065</b>	<b>1,082,668</b>	<b>904,905</b>	<b>909,613</b>	<b>1%</b>	<b>-16%</b>
<b>CITY MANAGER'S OFFICE</b>							
1210-City Manager	969,251	975,308	1,674,484	1,050,503	1,020,084	-3%	-39%
1310-City Attorney	1,248,394	1,369,103	1,540,000	1,165,501	817,000	-30%	-47%
1410-City Clerk	991,111	530,646	501,927	553,841	700,038	26%	39%
1420-Public Information	-	320,545	296,669	209,768	9,330	-96%	-97%
6160-Emergency Preparedness	32,500	55,624	284,960	39,841	60,000	51%	-79%
3310-Economic Development	133,915	416,710	-	231,434	249,415	8%	100%
2310-Information Technology	1,300,185	1,442,033	1,393,480	1,286,853	1,326,872	3%	-5%
<b>Total City Manager's Office</b>	<b>4,675,356</b>	<b>5,109,970</b>	<b>5,691,520</b>	<b>4,537,741</b>	<b>4,182,738</b>	<b>-8%</b>	<b>-27%</b>
2110-Finance	1,481,649	2,023,378	1,819,448	1,561,046	1,876,904	20%	3%
2410-Non Department	248,605	368,685	500,800	496,965	649,760	31%	30%
<b>Total Finance</b>	<b>1,730,254</b>	<b>2,392,063</b>	<b>2,320,248</b>	<b>2,058,012</b>	<b>2,526,664</b>	<b>23%</b>	<b>9%</b>
<b>2210-Human Resources</b>	<b>1,131,239</b>	<b>1,827,293</b>	<b>\$ 1,839,309</b>	<b>\$ 1,580,573</b>	<b>\$ 2,066,391</b>	<b>31%</b>	<b>12%</b>
<b>DEVELOPMENT SERVICES</b>							
3110-Planning	2,100,886	2,685,792	2,663,179	2,678,300	2,891,600	8%	9%
3210-Building	2,285,794	1,672,910	2,249,790	2,664,715	3,078,886	16%	37%
3410-Sustainability	536	138,795	104,960	3,784	517,500	13575%	393%
3510-Business License	-	89,251	125,213	17,957	110,906	518%	-11%
3610-Code Enforcement	-	150,683	166,257	133,648	286,560	114%	72%
3710-Land Use Engineering	-	-	356,545	297,840	281,445	-6%	-21%
<b>Total Development Services</b>	<b>4,387,216</b>	<b>4,737,432</b>	<b>5,665,944</b>	<b>5,796,244</b>	<b>7,166,896</b>	<b>24%</b>	<b>26%</b>
<b>PUBLIC WORKS</b>							
4110-Engineering	1,595,551	1,212,366	732,730	1,152,836	1,206,547	5%	65%
4210-Transportation	652,126	828,887	1,214,701	546,066	859,699	57%	-29%
4310-Urban Runoff	215,631	325,813	363,501	260,254	328,997	26%	-9%
5310-Street Maintenance	833,933	678,289	1,045,903	774,446	835,123	8%	-20%
<b>Total Public Works</b>	<b>3,297,241</b>	<b>3,045,355</b>	<b>3,356,835</b>	<b>2,733,602</b>	<b>3,230,367</b>	<b>18%</b>	<b>-4%</b>
<b>PUBLIC SAFETY</b>							
6110-Administration	1,595,572	2,007,285	2,614,991	2,865,801	3,032,569	6%	16%
6120-Support Services	2,287,336	2,459,448	2,803,172	2,668,134	3,648,776	37%	30%
6130-Investigation Services	1,620,931	1,524,816	2,007,276	1,629,858	1,326,267	-19%	-34%
6140-Traffic Operations	1,543,503	1,643,910	1,800,845	1,808,566	1,138,318	-37%	-37%
6150-Patrol Services	5,452,759	5,744,867	6,747,333	5,843,720	8,146,234	39%	21%
6410-Fire Services	8,216,775	8,625,984	9,724,050	10,272,127	9,724,050	-5%	0%
<b>Total Public Safety</b>	<b>20,716,876</b>	<b>22,006,310</b>	<b>25,697,667</b>	<b>25,088,207</b>	<b>27,016,213</b>	<b>8%</b>	<b>5%</b>
<b>PARKS &amp; RECREATION</b>							
7110-REC Administration	1,063,801	1,381,190	1,721,319	1,166,868	1,460,724	25%	-15%
72xx-Facilities	589,712	400,937	340,349	488,534	367,540	-25%	8%
7320-Tiny Tots	233,463	356,245	226,333	277,720	254,389	-8%	12%

## GENERAL FUND EXPENDITURE SUMMARY

PROGRAM EXPENDITURES	FY2022/23 Actual	FY2023/24 Actual	FY2024/25 Budget	FY2024/25	FY2025/26 Budget	% Change Over FY25 Estimated	% Change over FY Budget
				Estimated Actual			
7410-Community Events	42,837	60,643	231,737	61,484	142,098	131%	-39%
7610-Teen Program	76,085	68,561	93,619	66,705	98,302	47%	5%
7710-Camps-Contracts	20,802	28,548	48,956	27,930	54,033	93%	10%
7720-Camps-Programs	93,893	151,440	232,792	178,531	228,001	28%	-2%
7730-Classes-Youth	243,829	223,438	282,668	229,450	344,096	50%	22%
7740-Classes-Adults	66,811	40,926	48,000	52,500	48,000	-9%	0%
7820-Sports Junior High	142,631	132,947	156,223	123,302	165,112	34%	6%
7830-Sports Adults	25,853	1,711	24,378	130	-	-100%	-100%
7910-Seniors Operations	221,624	262,840	272,927	273,214	317,276	16%	16%
7920-Seniors Activities	25,919	36,151	68,600	37,861	152,700	303%	123%
5110-MSA Administration	288,795	238,591	165,925	511,842	478,354	-7%	188%
5220-Fleet Maintenance	158,901	280,083	509,426	326,634	516,837	58%	1%
5410-Parks and Street Landscaping	2,694,984	3,104,082	3,718,961	3,408,286	3,657,690	7%	-2%
5510-Facility Maintenance	1,310,894	1,188,832	1,429,373	1,380,378	1,171,400	-15%	-18%
<b>Total Parks &amp; Recreation</b>	<b>7,300,834</b>	<b>7,957,165</b>	<b>9,571,586</b>	<b>8,611,373</b>	<b>9,456,551</b>	<b>10%</b>	<b>-1%</b>
<b>Total General Fund Expenditures</b>	<b>43,631,185</b>	<b>47,659,654</b>	<b>55,225,777</b>	<b>51,310,656</b>	<b>56,555,433</b>	<b>10%</b>	<b>2%</b>
Debt Service	-	-	844,925	844,925	842,490		
Transfer In / (Out)	(3,972,077)	(1,578,000)	(20,565,209)	(20,565,209)	(4,452,719)		
<b>Total General Fund Expenditures/Transfers/Debt</b>	<b>\$ 47,603,262</b>	<b>\$ 49,237,654</b>	<b>\$ 76,635,911</b>	<b>\$ 72,720,790</b>	<b>\$ 61,850,642</b>	<b>-15%</b>	<b>-19%</b>



## ENTERPRISE FUND SUMMARY

SEWER FUND	FY2022/23 Actual	FY2023/24 Actual	FY2024/25 Budget	FY2024/25 Estimated Actual	FY2025/26 Budget
<b>Beginning Unrestricted Fund Balance</b>	\$ -	\$ -	\$ -	\$ 12,852,366	\$ 13,999,405
Interest Income	118,371	403,753	-	376,422	310,500
Sewer Charges	8,840,756	10,383,108	10,800,874	10,504,495	12,202,565
Sewer Connection Fees	2,106	1,085	14,000	193,619	14,000
Misc. Sewer Fees	6,616	25,825	20,000	249,837	20,000
<b>Total Revenues</b>	<b>8,967,849</b>	<b>10,813,771</b>	<b>10,834,874</b>	<b>11,324,373</b>	<b>12,547,065</b>
Sewer Administration	6,523,741	7,572,122	10,470,873	8,867,448	9,711,590
Sewer Equipment/Depreciation	563,339	378,203	-	-	-
Capital Program	2,344,704	224,591	2,785,000	1,309,886	1,892,736
<b>Total Expenditures</b>	<b>9,431,784</b>	<b>8,174,916</b>	<b>13,255,873</b>	<b>10,177,334</b>	<b>11,604,326</b>
<b>Net Operations</b>	<b>(463,935)</b>	<b>2,638,855</b>	<b>(2,420,999)</b>	<b>1,147,040</b>	<b>942,739</b>
<b>Transfer In / (Out)</b>	<b>(201,000)</b>	<b>(720,000)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Ending Unrestricted Fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 13,999,405</b>	<b>\$ 14,942,144</b>

SOLID WASTE FUND	FY2022/23 Actual	FY2023/24 Actual	FY2024/25 Budget	FY2024/25 Estimated Actual	FY2025/26 Budget
<b>Beginning Unrestricted Fund Balance</b>	\$ -	\$ -	\$ -	\$ 3,251,670	\$ 2,314,794
Interest Income	30,231	229,463	45,000	126,207	103,500
Administrative Charges	919,848	951,996	1,000,000	1,124,690	1,048,900
AB939 Tax	49,186	-	40,000	-	38,000
Grants and donations	-	-	-	-	-
<b>Solid Waste Revenues</b>	<b>999,265</b>	<b>1,181,459</b>	<b>1,085,000</b>	<b>1,250,897</b>	<b>1,190,400</b>
<b>Solid Waste Administration</b>	<b>2,151,447</b>	<b>2,151,447</b>	<b>2,398,654</b>	<b>2,187,773</b>	<b>2,445,253</b>
<b>Transfer In / (Out)</b>	<b>(57,700)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Ending Unrestricted Fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,314,794</b>	<b>\$ 1,059,941</b>

# **All Funds - Fund Balance Schedule** **FY25 Projection & FY26 Budget**

Agenda Item 1.

Funds	FY 2024 Audited	FY25 Revenue (Projection)	FY25 Expenditure (Projection)	Transfers	6/30/2025 Fund Balance (Projection)	FY26 Revenue (Proposed)	FY26 Expenditure (Proposed)	Transfers	6/30/2026 Fund Balance
<b>General Fund</b>	<b>38,147,305</b>	<b>63,231,875</b>	<b>(52,022,389)</b>	<b>(7,843,496)</b>	<b>41,513,295</b>	<b>65,238,717</b>	<b>(60,014,146)</b>	<b>(3,372,008)</b>	<b>43,365,859</b>
01 General Fund									
<b>Unassigned</b>	24,757,981	62,916,002	(51,305,962)	(20,810,577)	15,557,444	65,113,717	(56,555,433)	(6,952,719)	17,163,010
<b>Nonspendable/Assigned</b>									
Inventory and prepaids	60,355		-		60,355				60,355
Emergency & Operating Reserve	9,613,296		-	1,467,080	11,080,376			230,711	11,311,087
Veteran Memorial Reserve	8,615		-		8,615				8,615
67 Facility Maintenance Fund	2,000,000	-	-	10,000,000	12,000,000	-	(984,000)	2,500,000	13,516,000
44 Fleet Vehicle Fund	1,000,000	-	-	1,000,000	2,000,000	-	(756,000)		1,244,000
61 Technology Fund	707,058	315,874	(716,426)	500,000	806,505	125,000	(1,718,713)	850,000	62,792
<b>Capital Projects Fund</b>	<b>11,828,841</b>	<b>54,543</b>	<b>(11,866,181)</b>	<b>2,598,918</b>	<b>2,616,121</b>	<b>2,750,000</b>	<b>(8,976,144)</b>	<b>10,948,366</b>	<b>7,338,343</b>
62 Capital Projects Fund	10,765,332	54,543	(11,068,474)	2,500,918	2,252,319	2,750,000	(8,700,144)	10,948,366	7,250,541
65 Equipment Replacement Fund	1,063,509	-	(797,707)	98,000	363,802	-	(276,000)		87,802
<b>Internal Service Fund</b>	<b>3,572,399</b>	<b>31,771</b>	<b>(3,013,953)</b>	<b>8,188,496</b>	<b>8,778,713</b>	<b>-</b>	<b>(8,395,283)</b>	<b>3,501,000</b>	<b>3,884,430</b>
03 PERS Reserve	1,048,384	-	-	6,000,000	7,048,384	-	(5,000,000)	-	2,048,384
40 Dental/Vision Fund	328,545	-	(390,480)		(61,935)	-	(686,283)	792,000	43,781
41 Unemployment Fund	75,907	-	(32,508)		43,399	-	-	-	43,399
42 Workers Compensation Fund	1,338,480	-	(1,000,110)	1,000,000	1,338,370	-	(1,174,000)	1,174,000	1,338,370
43 Liability Fund	781,083	31,771	(1,590,854)	1,188,496	410,496	-	(1,535,000)	1,535,000	410,496
<b>Special Revenue Fund</b>	<b>13,061,436</b>	<b>19,774,686</b>	<b>(45,455)</b>	<b>(2,500,918)</b>	<b>30,289,748</b>	<b>7,269,448</b>	<b>-</b>	<b>(11,770,011)</b>	<b>25,789,186</b>
04 Measure B	-	-	-	-	-	1,026,278		(1,026,278)	-
06 Public safety Impact Fee	-	14,540	-	-	14,540	10,818		-	25,357
07 SB1 Road Maintenance Rehab	1,092,774	1,080,186	-	(46,069)	2,126,890	827,849		(801,214)	2,153,525
10 General Govt. Impact Fee	-	21,075	-	-	21,075	-		-	21,075
11 Vehicle Impound Fund	(0)	22,391	(65)	-	22,327	15,450		-	37,777
13 Supplemental Law Enforcement Fund	(45,873)	259,551	-	-	213,679	100,000		-	313,679
14 Gas Tax Fund	118,723	792,651	-	(226,649)	684,725	1,183,675		(1,183,675)	684,725
19 Prop 1B Road Maintenance	953,362	-	-	-	953,362	-		-	953,362
20 PEG Fees	310,014	79,911	-	-	389,925	50,000		(50,000)	389,925
21 Public Art Fund	452,080	304,933	(1,141)	(82,070)	673,802	-		(73,500)	600,302
24 Vehicle Registration Fund	1,141,614	296,821	-	(122,273)	1,316,162	740,644		(740,644)	1,316,162
25 TDA Fund	616	12	-	(11)	617	129,734		(129,734)	617
26 Traffic Impact Fee Fund	(155,572)	1,365,450	-	(135,297)	1,074,581	120,000		(283,000)	911,581
27 In Lieu Park Fund	8,043,049	15,440,107	-	(550,852)	22,932,304	3,000,000		(6,831,965)	19,100,338
28 Downtown Parking Fund	1,027,445	82,303	(44,250)	(1,337,696)	(272,198)	65,000		(650,000)	(857,198)
29 Estate Donation Fund	18,636	5	-	-	18,641				18,641
64 AB-1379 CASP Fee	104,569	14,748	-	-	119,317				119,317

**All Funds - Fund Balance Schedule  
FY25 Projection & FY26 Budget**

Agenda Item 1.

Funds		FY 2024 Audited	FY25 Revenue (Projection)	FY25 Expenditure (Projection)	Transfers	6/30/2025 Fund Balance (Projection)	FY26 Revenue (Proposed)	FY26 Expenditure (Proposed)	Transfers	6/30/2026 Fund Balance
XX	One Bay Area Grant (OBAG)	-	-	-	-	-	1,120,000		(1,120,000)	-
<b>Debt Service Fund</b>		-	-	<b>(119,390)</b>	-	<b>(119,390)</b>	-	<b>(790,690)</b>	<b>923,364</b>	<b>13,284</b>
73	General Debt Service	-	-	(5,957)		(5,957)	-	(168,600)	175,219	662
74	LA Community Center	-	-	(113,433)		(113,433)	-	(622,090)	748,145	12,622
<b>Enterprise Fund</b>		<b>31,955,207</b>	<b>12,575,270</b>	<b>(12,366,157)</b>	-	<b>32,164,320</b>	<b>13,737,465</b>	<b>(14,049,579)</b>	-	<b>31,852,206</b>
30	Sewer Fund	28,705,472	11,324,373	(10,177,334)		29,852,511	12,547,065	(11,604,326)		30,795,250
35	Solid Waste Fund	3,249,735	1,250,897	(2,188,823)		2,311,809	1,190,400	(2,445,253)		1,056,956
<b>Fiduciary Fund</b>		<b>91,315</b>	<b>42,046</b>	<b>(55,283)</b>	-	<b>78,079</b>	-	<b>(51,800)</b>	-	<b>26,279</b>
91	Blue Oak Lane Sewer	91,315	42,046	(55,283)		78,079	-	(51,800)		26,279
<b>TOTAL</b>		<b>98,656,503</b>	<b>95,710,191</b>	<b>(79,488,807)</b>	<b>443,000</b>	<b>115,320,888</b>	<b>88,995,630</b>	<b>(92,277,642)</b>	<b>230,711</b>	<b>112,269,586</b>

## FY2025-30 Capital Improvement Major Maintenance Projects

Agenda Item 1.

No.	Project #	Project Name	Category	Project Scope	Funding Source	Prior years	Fund 25-26	Fund 26-27	Fund 27-28	Fund 28-29	Fund 29-30	Total
1	CD-01021	Chamber AV Equipment Upgrade	Equipment & Vehicles	This project is correct some issues with the AV equipment in the Council Chambers. These fixes will make the existing equipment easier to use and correct several issues that have been encountered in recent months.	PEG Fees	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000
2	CD-01008	Reliable IT Enhancement	Technology	The project is rooted from the IT Initiatives CIP that was carried out since FY 2016-17. After performing critical updates on the City's infrastructure (fiber, 10Gb switches, HA Firewalls, Wifi, cloud VoIP, etc.), data center modernization (server rack reconfiguration, hyperconverged, Virtualization platform, UPS, backup solution), business applications (TRAKIT, ArcGIS, Finance Enterprise, webhosting), and cybersecurity and software solutions (Managed Detection & Responses, Endpoint and Ransomware Protection), the City's IT Department continues to work on hardware and software refresh, as well as utilizing cloud-based solutions to enhance the IT experience for all City staff.	Technology	\$ 2,656,912	\$ 400,000	\$ 175,000	\$ -	\$ -	\$ -	\$ 3,231,912
3	CD-01025	Downtown Lighting Improvements	Downtown Development	City staff will improve the lighting within the downtown core because sidewalks, Veterans Community Plaza, and parking plazas are not extremely well lit in some locations. This will improve safety for residents and businesses while also increasing downtown vibrancy. City staff will identify other lighting solutions that may limit their impact on the overall electrical infrastructure.	Grant	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000
					Downtown Parking	\$ 42,952	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 42,952
					CIP	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
4	CD-01029	Downtown Bicycle Parking Installation	Downtown Development	Downtown has a number of bicycle parking within the downtown core, but there are not many locations for safe electric bicycle parking area. City staff has identified locations in the repaving for Parking Plaza #6 that will be completed as part of that project.	Grant	\$ -	\$ 50,000		\$ -	\$ -	\$ -	\$ 50,000
5	CD-01030	Downtown Park Space with Parking	Downtown Development	The City has hired a consultant who is working on completing community engagement and design before creating construction-ready bid documents. The consultant plans to complete robust community engagement and then refine aspects of the project into three feasible conceptual design alternatives, create cost estimates and identify funding sources for the alternatives, garner consensus on preferred alternatives, and provide a final update to City Council. At that time, City Council will move forward with the preferred design and create full bid-ready construction documents.	In-Lieu Park	\$ 500,000	\$ 1,313,500	\$ 475,000	\$ -	\$ -	\$ -	\$ 2,288,500
6	CD-01031	Downtown EV Charging	Downtown Development	The City applied for grant funding from the California Energy Commission for EV charging in the downtown core. City staff is waiting for installation of these charging stations that will add charging facilities to downtown.	Grant	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000

## FY2025-30 Capital Improvement Major Maintenance Projects

Agenda Item 1.

No.	Project #	Project Name	Category	Project Scope	Funding Source	Prior years	Fund 25-26	Fund 26-27	Fund 27-28	Fund 28-29	Fund 29-30	Total
7	LI-01001	Library Construction	Community Development	The Library Commission identified potential improvements for the interior portion of the Main Library that was broken down into three phases. Phase 1 is a Design Alternative Analysis that will investigate the existing condition, create design alternatives, evaluate cost estimates, and garner consensus for a final preferred design. Phase 2 is 65% drawings that will include technical specifications for the building with a more detailed cost breakdown. Phase 3 is bid-ready construction documents and construction transition. City staff and the architect are currently working through Phase 1 and will transition to Phase 2 early in FY25-26.	Grant	\$ 145,891	\$ 900,000	\$ -	\$ -	\$ -	\$ -	\$ 1,045,891
8	CD-XXXX1	Woodland Library Patio	Community Development	The Los Altos Library Endowment are working to expand the existing patio at the Woodland Library and Greentown Los Altos are working to expand the native plant garden also at the Woodland Library. These projects are currently being designed by a landscape architect. Once that is completed, the City will issue a	Grant	\$ -	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ 120,000
					CIP	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
9	CD-01024	General Plan	Studies	The General Plan is the vision about how a community will grow, reflecting priorities and values while shaping the future. The City of Los Altos General Plan was last updated in 2002. Countless State laws have been established which necessitates a comprehensive overhaul of the exististing adopted plan. Most recently the City adopted its 6th Cycle Housing Element to comply with State Housing law. Upon adoption of a City's 6th Cycle Housing Element, the jurisdiction must update its Safety Element. When a jurisdiction is required to update two or more required elements of the General Plan it necessitates the creation of an additional required element, the Environmental Justice Element. Additionally, the City in 2022 adopted both its Climate Action & Adaptation Plan (CAAP) and its Complete Streets Master Plan (CSMP) both of which provide direction on how the City should continue to grow and develop well into the future. However, it is important for the City of Los Altos to integrate policies and the overall vision of both documents into the General Plan as it is the highest level regulatory land use document within the City.	CIP	\$ 250,000	\$ 250,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ -	\$ 2,000,000
10	CF-01036	New Financial System	Technology	This project is replacing the City's existing financial system with a more modern ERP system. The new system will enhance the reporting capabilities and streamline workflow processes within the organization. The City signed the contract with the vendor on December 2022.	Technology	\$ 755,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 955,000

## FY2025-30 Capital Improvement Major Maintenance Projects

Agenda Item 1.

No.	Project #	Project Name	Category	Project Scope	Funding Source	Prior years	Fund 25-26	Fund 26-27	Fund 27-28	Fund 28-29	Fund 29-30	Total
11	CF-01011	City Hall Emergency Back-up Power Generator	Civic Facilities-Buildings	The existing stand-by generators at City Hall, Police Department and the Municipal Services Center are beyond their useful life and in need of replacement. The City has been required by Bay Area Air Quality Management District (BAAQMD) and California Air Resources Board (CARB) to register the emergency generator under the Portable Equipment Registration Program. The generator is subject to unscheduled inspections by the State for compliance with emission requirements. While the existing generator is meeting the current emission requirements, it is aging and at risk of exceeding emission standards soon. A new more energy-efficient generator will meet all BAAQMD requirements and will be more cost-effective to operate.	CIP	\$ 140,000	\$ 280,000	\$ -	\$ -	\$ -	\$ -	\$ 420,000
12	CF-01021	Emergency Operations Center (EOC)	Civic Facilities-Buildings	This project is for the retrofitting the Community Center into the City's main Emergency Operations Center in the event of an emergency. Storage and technology systems will be installed inside the building and a new back-up emergency generator will service the Community Center. In an emergency event the Community Center will transform into the City's EOC and will have power back up from the new generator. The current EOC is at the Municipal Service Center and will serve as the back-up EOC.	In-Lieu Park	\$ 3,400,000	\$ 600,000	\$ -	\$ -	\$ -	\$ -	\$ 4,000,000
13	CF-01032	Hillview/McKenzie Dog Parks	Civic Facilities-Parks and Trails	This funding is for the design and construction of the permanent dog park at Hillview Park and the upgrades to the dog park at McKenzie. The Hillview dog park is planned to be located where the current auxillary parking area currently is across from the main library. Funding for this project includes conceptual design & public outreach in previous year and construction in the coming year. Construction includes drainage, grading, irrigation, fencing, plumbing, pathway lighting, landscape, hardscape, furniture signage and dog play equipment. The design phase will produce a preferred option that will be a divided "small dog/all dog" park and an alternative option that is an undivided "all-dog" park. McKenzie upgrades may include fence expansion, surfacing improvements, drinking fountain, seating and new landscape installation. This project is now combined with the Hillview Dog Park for improvements of both locations.	In-Lieu Park	\$ 248,312	\$ 942,688	\$ -	\$ -	\$ -	\$ -	\$ 1,191,000

## FY2025-30 Capital Improvement Major Maintenance Projects

Agenda Item 1.

No.	Project #	Project Name	Category	Project Scope	Funding Source	Prior years	Fund 25-26	Fund 26-27	Fund 27-28	Fund 28-29	Fund 29-30	Total
14	CF-01034	Grant Park Facility (Electrical, Hot Water, & HVAC)	Civic Facilities- Parks and Trails	The community buildings at Grant Park are aged and in need of upgrades to provide the amenities desired for the Recreation programming and community services for the surrounding community. The essential need is hot water in the activity room wing and air conditioning in both wings. In order to do that the electrical service for the entire facility must be increased. This project is to add these essentials to the buildings at Grant Park. Construction costs include electrical panel upgrades, PG&E upgrades and approvals, new and upgraded HVAC mechanical components, HVAC thermostats, HVAC control systems, hot water mechanical and plumbing connections.	In-Lieu Park	\$ 1,178,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,178,000
15	CF-01038	Shoup Park Playground	Civic Facilities- Parks and Trails	This project will upgrade the aging play equipment at Shoup Park. There are two playgrounds in the park. One playground is age appropriate for 2-5 year olds and another for 5-12 year olds. The funding includes design and construction services.	In-Lieu Park	\$ -	\$ 620,000	\$ -	\$ -	\$ -	\$ -	\$ 620,000
16	CF-01041	Hillview Fitness Equipment	Civic Facilities- Parks and Trails	This project will redesign and replace the aged outdoor fitness equipment at Hillview Park near the Little League baseball field.	In-Lieu Park	\$ -	\$ 145,000	\$ -	\$ -	\$ -	\$ -	\$ 145,000
17	CF-01047	Police Department Building Security Upgrades	Civic Facilities- Buildings	The Police department security cameras need replacement/upgrading.	Technology	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,000
18	CF-01043	San Antonio Club Upgrades	Civic Facilities- Buildings	Upgrades to the interior and exterior of the historic facility.	In-Lieu Park	\$ -	\$ 85,000		\$ -	\$ -	\$ -	\$ 85,000
19	CF-01009	Grant Park / Shoup Park Pathway Rehabilitation	Civic Facilities- Parks and Trails	As part of the City's annual rehabilitation or replacement of existing bicycle and pedestrian pathway infrastructure, this project will improve existing pathways at Grant Park and Shoup Park. The improvements will be based on condition assessment, the City's Pedestrian Master Plan, Bicycle Transportation Master Plan, and Parks Plan.	In-Lieu Park	\$ -	\$ 285,000	\$ -	\$ -	\$ -	\$ -	\$ 285,000
20	CF-01049	Caretaker House Demolition and Replacement	Civic Facilities- Buildings	This project will demolish the Caretaker house that is located in Redwood Grove and replace it with a new pre-fabricated restroom and office space. Based on the house location and condition, it is not usable as a public building and is currently being utilized as a storage facility for camp and open space restoration supplies. The project will need to evaluate ADA accessibility, and environmental factors given its proximity to the creek.	CIP	\$ 402,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 402,000
21	CF-01056	Almond fire station re-roofing	Civic Facilities- Parks and Trails	Make necessary upgrade and modification of the fire station to accommodate new equipments and address building deficiencies.	Facility Maintenance	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000

## FY2025-30 Capital Improvement Major Maintenance Projects

Agenda Item 1.

No.	Project #	Project Name	Category	Project Scope	Funding Source	Prior years	Fund 25-26	Fund 26-27	Fund 27-28	Fund 28-29	Fund 29-30	Total
22	CF-XXXX2	Grant Playground	Civic Facilities- Parks and Trails	This project will upgrade the aging play equipment at Grant Park. The funding includes design and construction services.	In-Lieu Park		\$ 620,000	\$ -	\$ -	\$ -	\$ -	\$ 620,000
23	CF-XXXX3	History Museum Roof Replacement	Civic Facilities- Buildings	This project will replace the roof at the Los Altos History Museum. The roof is beyond it's useful life.	Facility Maintenance		\$ 175,000	\$ -	\$ -	\$ -	\$ -	\$ 175,000
24	CF-XXXX4	Bus Barn Theatre HVAC unit replaceent	Civic Facilities- Buildings	This project is for the purchase and installation of both HVAC unots at the Bus Barn Community Theatre in the Civic Center. Both current units are beyond their usefull life and one has started failing recently. The new units will be more reliable and more efficient.	CIP		\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ 45,000
25	CF-XXXX6	Fire station improvements	Civic Facilities- Buildings	This funding is an estimate to cover the outstanding immediate needs (some items were completed in 2025) and replacement/reserve needs in accordance with the recommendations in the 2024 Property Condition Assesment for the Police Department and Fire Facilities (2).	Facility Maintenance		\$ 214,000	\$ -	\$ -	\$ -	\$ -	\$ 214,000
26	CF-XXXX7	Grant Park Fence Replacement	Civic Facilities- Parks and Trails	This project is to replace the split-rail fence that borders most of the perimeter of Grant Park. The current fence is beginning to show signs of wear beyond repair. The current fence age is unknown but appears to be beyond its useful life. A new fence will be sturdier and will be more appealing. Also for additional fencing for utility screening onsite.	In-Lieu Park		\$ 90,000	\$ -	\$ -	\$ -	\$ -	\$ 90,000
27	CF-XXXX8	Grant Park Facility Solar and Battery Storage Installation	Civic Facilities- Buildings	This project is for the purchase and installation of solar panels and battery power storage at the Grant Park buldings. This would reduce the electric load required from the public utility supplier and create an emergency power storage back-up in case of power outage.	In-Lieu Park		\$ 275,000	\$ -	\$ -	\$ -	\$ -	\$ 275,000
28	CF-XXXX9	Community Center Café	Civic Facilities- Buildings	Complete the construction documents and permitting, purchase the appliances, and complete the construction for a new café inside the Los Altos Community Center.	In-Lieu Park	\$ -	\$ 165,000	\$ -	\$ -	\$ -	\$ -	\$ 165,000
29	CF-XXX10	New Police Building Design	Civic Facilities- Buildings	This project supports the planning and design of a modernized Police Department facility to enhance operational efficiency, safety, and service delivery at the Civic Center.	Facility Maintenance	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000
30	CD-01006	Police Records Management & Dispatch System	Technology	Procurement of regional tri-city (Los Altos, Mountain View & Palo Alto) "virtual consolidation" public safety information system, which includes the sharing of a Computer Aided Dispatch (CAD) system, Records Management System (RMS), Field Based Reporting (FBR) and Mobile for Public Safety (MPS) system. These enterprise-wide applications will serve as the centerpiece for the larger project including a common 9-1-1 phone system and a shared police radio frequency. It will provide both technical and physical redundancy for all three cities.	CIP	\$ 247,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 247,000



## FY2025-30 Capital Improvement Major Maintenance Projects

Agenda Item 1.

No.	Project #	Project Name	Category	Project Scope	Funding Source	Prior years	Fund 25-26	Fund 26-27	Fund 27-28	Fund 28-29	Fund 29-30	Total
31	CD-01012	Annual Storm Drain Improvement	Community Development	The project provides for rehabilitation or replacement of existing infrastructure, installation of new infrastructure, and professional service as they relate to special studies or reports needed to remain in compliance with the San Francisco Regional Permit (MPPR under the National Pollutant Discharge Elimination System (NPDES) permit.	CIP	\$ -	\$ -	\$ 175,000	\$ 800,000	\$ 220,000	\$ 800,000	\$ 1,995,000
32	CF-01004	Halsey House Rehabilitation	Civic Facilities-Buildings	The Facilities Maintenance Division manages the annual rat abatement contract and the fencing rental for the Halsey House. An environmental consultant is currently working on the Environmental Impact Report (EIR) for the Halsey House.	CIP	\$ 157,393	\$ 30,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 267,393
33	CF-01006	999 Fremont	Civic Facilities-Buildings	The City-owned facility at 999 Fremont Ave. is currently unoccupied. The Los Altos Police Department plans to use it as a sub-station with a few interior upgrades that will allow officers better access to the south side of the city. The facility will have a reception area for the public along with workspace, fitness area and break area for officers. Funding for this project is to install a small kitchen space as well as a shower and changing space. Prior year funding added the walls that created the reception area.	CIP	\$ 69,500	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 169,500
34	TS-01005	City-owned Sidewalk Assessment	Transportation-Pedestrian/Bicycle Safety	The project will locate and identify damaged sidewalk and curb/gutter and make necessary repairs that does not fall within the legal responsibility of adjacent property owners. For economies of scale, this project may be integrated with the annual street resurfacing contract.	CIP	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
35	TS-01055	Fremont Ave Pedestrian Bridge Rehabilitation	Transportation-Streets/Roadways	Rehabilitation would include: replacement of timber decking, replacement of structural blocking and cross bracing, replacement of endspans middle glulam stringer, replacement of timber railing, installation of a drainage system, minor repairs to the bridge abutments, and backfilling of the first span to repair scour damage and loss of backfill material. Existing bridge abutments will remain.	CIP	\$ 294,729	\$ 315,271	\$ 240,000	\$ -	\$ -	\$ -	\$ 850,000
36	WW-01001	Annual Sewer System Repair Program	Wastewater Systems	The 2013 Sanitary Sewer Master Plan Update recommended replacement of segments of pipes located at various locations throughout the City that are included in the focused cleaning schedule that have severe sags. Such sags can cause accumulation of debris and grease which necessitates frequent cleaning.	Sewer	\$ -	\$ -	\$ 200,000	\$ 750,000	\$ 200,000	\$ 750,000	\$ 1,900,000
37	WW-01002	Annual Structural Reach Replacement	Wastewater Systems	The 2013 Sanitary Sewer Master Plan Update recommended replacement of segments of pipes at various locations throughout the City that have multiple moderate-to-severe structural defects. The areas selected for replacement were identified by closed-circuit television (CCTV) inspection.	Sewer	\$ 1,407,005	\$ -	\$ 225,000	\$ 900,000	\$ 225,000	\$ 900,000	\$ 3,657,005

## FY2025-30 Capital Improvement Major Maintenance Projects

Agenda Item 1.

No.	Project #	Project Name	Category	Project Scope	Funding Source	Prior years	Fund 25-26	Fund 26-27	Fund 27-28	Fund 28-29	Fund 29-30	Total
38	WW-01003	Annual Root Foaming	Wastewater Systems	The Sewer Master Plan Update recommends that an annual project be performed to remove invasive tree roots within sewer mains. Root removal products currently on the market provide protection from future root growth for two to three years following application.	Sewer	\$ -	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,000,000
39	WW-01005	Annual CIPP Corrosion Replacement	Wastewater Systems	This project consists of work to repair pipe corrosion using the cured-in-place pipe (CIPP) repair method for the trunk sewer. The pipe sizes range from 24-inches to 42-inches, which are the largest pipe diameter sections in the system that deliver sewage to the Palo Alto Regional Water Quality Control Plant. The trunk sewer rehabilitation is divided into several phases to be more manageable to prioritize the rehabilitation of the most corroded reaches.	Sewer	\$ -	\$ -	\$ 200,000	\$ 1,200,000	\$ 200,000	\$ 1,200,000	\$ 2,800,000
40	WW-01006	Annual Fats, Oils, Grease Program (FOG)	Wastewater Systems	The Fats, Oil and Grease (FOG) Program is critical to the operation of a sewer system. This project provides funding for inspections and follow-up and to educate customers on best management practices (BMPs) to prevent sewer back-ups resulting from FOG being deposited into drains and ultimately to the sewage collection system.	Sewer	\$ 68,000	\$ 52,000	\$ 52,000	\$ 54,000	\$ 56,000	\$ 58,000	\$ 340,000
41	WW-01009	Sewer System Management Plan Update	Wastewater Systems	In accordance with State requirements, this project will update the City of Los Altos Sewer System Management Plan. The updating is typically done by a sewer management consultant. The update of the SSMP will be based on compliance with the State Water Resources Control Board (SWRCB) Sanitary Sewer Discharge Requirements (WDR).	Sewer	\$ 148,771	\$ -	\$ 25,000	\$ 50,000	\$ 25,000	\$ 50,000	\$ 298,771
42	WW-01011	Sanitary Sewer Video Inspection	Wastewater Systems	As sewer system networks age, the risk of deterioration, blockages, and collapses become a major concern. Cleaning and inspecting sewer lines is essential to maintaining a properly functioning system. These activities further a community's reinvestment into its wastewater infrastructure. Inspection programs are required to determine current sewer conditions and to aid in planning a maintenance or rehabilitation strategy. Closed-circuit television (CCTV) inspections are the most frequently used, most cost efficient, and most effective method to inspect the internal condition of a sewer.  The 2013 Sanitary Sewer Master Plan Update recommends full video inspection of the sanitary sewer system every 5 years. Current system CCTV data was last collected between 2021 and 2023.	Sewer	\$ 880,000	\$ -	\$ 440,000	\$ 440,000	\$ 440,000	\$ 440,000	\$ 2,640,000

## FY2025-30 Capital Improvement Major Maintenance Projects

Agenda Item 1.

No.	Project #	Project Name	Category	Project Scope	Funding Source	Prior years	Fund 25-26	Fund 26-27	Fund 27-28	Fund 28-29	Fund 29-30	Total
43	WW-01012	Adobe Creek Sewer Main Replacement	Wastewater Systems	The project involves rehabilitation and partial realignment of approximately 6,580 linear feet of sewer main along Adobe Creek. The construction of the project is to be completed in four phases. Obtaining permits with regulatory agencies to work near and within the creek requires additional time, coordination, environmental submittal review, and overall project management.	Sewer	\$ 491,960	\$ 250,000	\$ 1,700,000	\$ 1,700,000	\$ 1,700,000	\$ 1,700,000	\$ 7,541,960
44	WW-01013	Document Scanning	Wastewater Systems	The Document Scanning project includes the conversion of hardcopy documents into digital format and the maintenance of the operating software for the storage and retrieval of documents. This project increases efficiency in work flow for the creation, maintenance, preservation, and retrieval of project records and documentation, which improves the overall utilization of resources including space and staff time.	Sewer	\$ -	\$ 300,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 900,000
45	CF-XXXX1	Civic Center Parking	Transportation-Streets/Roadways	This project addresses parking needs near the Police Department and dog park by evaluating replacement and additional stalls to support Civic Center operations and park user access.	CIP	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
					In-Lieu Park	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
46	CF-01057	Downtown Parking lot resurfacing	Transportation-Streets/Roadways	To prepare topographic survey of all parking lots in the downtown area. Design and reconstruct Parking lot 4, 5 and 6	CIP	\$ 478,678	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 978,678
					Downtown Parking	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000
47	TS-01001	Annual Street Resurfacing	Transportation-Streets/Roadways	The annual street resurfacing project includes milling and an overlay of asphalt concrete (AC) on existing street surfaces that are approaching the end of their useful life, as evidenced by cracking and minor pavement failures. Priority was given to streets that is been identified as safe route to school.	CIP	\$ 1,217,586	\$ 1,467,542	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 8,685,128
					Gas Tax		\$ 443,031	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 2,443,031
					Measure B	\$ 507,327	\$ 553,789	\$ 622,411	\$ 622,411	\$ 622,411	\$ 622,411	\$ 3,550,760
					RMAA	\$ 304,396	\$ 304,584	\$ 360,433	\$ 360,433	\$ 360,433	\$ 360,433	\$ 2,050,712

## FY2025-30 Capital Improvement Major Maintenance Projects

Agenda Item 1.

No.	Project #	Project Name	Category	Project Scope	Funding Source	Prior years	Fund 25-26	Fund 26-27	Fund 27-28	Fund 28-29	Fund 29-30	Total
48	TS-01003	Street Striping	Transportation- Streets/Roadways	Roadway striping and markers throughout the City need to be refreshed on a regular basis. Adjustments of striping on existing roadway to reduce conflicts are also considered. Visibility of pavement markings is important to prevent traffic accidents and improve traffic flow.	Gas Tax		\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 750,000
					Vehicle Registration Fees		\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 500,000
49	TS-01004	Annual Street Slurry Seal	Transportation- Streets/Roadways	This project slurry- or micro-seals City streets annually, including cutout and repair of minor pavement failures. The seal typically places a thin layer of sand and oil over City streets. Neighborhood streets should receive a surface treatment (slurry seal) other than an overlay about every seven years. Sealing is a preventative maintenance treatment that prevents moisture from penetrating the pavement and softening the base material supporting the pavement.	CIP	\$ 360,360	\$ 194,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,354,360
					Gas Tax	\$ 617,760	\$ 368,600	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 2,386,360
					Measure B	\$ 34,320	\$ 9,700	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 1,644,020
					Vehicle Registration Fees	\$ 703,560	\$ 397,700	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 1,181,260
50	TS-01006	Annual Traffic Sign Replacement	Transportation- Pedestrian/Bicycle Safety	There are approximately 8,000 standard roadway traffic signs throughout the City including street name signs. After time, the signs lose its reflectivity and makes it difficult for the public to see, especially at night. The Traffic Sign Replacement project provides funds to inventory and maintain and replace these signs. This project will also improve signage per the City's Complete Streets Master Plan, where appropriate, to improve safe access for bicycles and pedestrians and safer routes to schools. When appropriate, for economies of scale, this project may be integrated with the annual street resurfacing contract.	RMAA	\$ -	\$ 50,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 1,250,000
51	TS-01057	In-Road Light System Maintenance	Transportation- Streets/Roadways	The City has existing pedestrian-activated in-pavement warning light systems at crosswalk locations in and around Downtown. The existing systems are past their useful life and failures in the equipment are starting to occur. This project will replace the 14 failed in-pavement crosswalk lights and adjacent signs with state of the art Rectangular Rapid Flash Beacon systems (RRFBs) and include the installation of RRFBs at four crosswalks that do not have the in-pavement lights.	CIP	\$ 135,000	\$ -	\$ 120,000	\$ 120,000	\$ 120,000	\$ 120,000	\$ 615,000
					Traffic Impact Fees	\$ 445,000						\$ 445,000
					Measure B	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 250,000
					RMAA	\$ -	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,000,000

## FY2025-30 Capital Improvement Major Maintenance Projects

Agenda Item 1.

No.	Project #	Project Name	Category	Project Scope	Funding Source	Prior years	Fund 25-26	Fund 26-27	Fund 27-28	Fund 28-29	Fund 29-30	Total
52	TS-01058	Intersection Access Barrier Removal	Transportation-Pedestrian/Bicycle Safety	The Hetch Hetchy pathway is a multi-use bike and pedestrian trail within the San Francisco Public Utilities Commission (SFPUC) right-of-way, connecting the City to Palo Alto via Arastradero Road. It also serves maintenance access for SFPUC and City staff. The City will reconstruct the existing crossings at Estrellita Way and Los Altos Avenue to meet current ADA standards and improve connectivity.	CIP	\$ 129,734	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 129,734
53	TS-01062	San Antonio Road Complete Street Project	Transportation-Pedestrian/Bicycle Safety	This project would employ best practice street design principles to create designated space for each mode of transportation, separating pedestrians and cyclists from motor vehicle traffic, and reducing conflicts between vulnerable road users and vehicles. This improvement project would facilitate a safer experience for these vulnerable roadway users and would provide a connection where a gap currently exists.	OBAG	\$ 1,120,000	\$ -	\$ 6,178,000	\$ -	\$ -	\$ -	\$ 7,298,000
					Traffic Impact Fees	\$ 280,000	\$ -	\$ 950,000	\$ -	\$ -	\$ -	\$ 1,230,000
					Vehicle Registration Fees	\$ -	\$ -	\$ 591,000	\$ -	\$ -	\$ -	\$ 591,000

Funding Source	Prior Years	Fund 25-26	Fund 26-27	Fund 27-28	Fund 28-29	Fund 29-30
PEG Fees	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -
Technology	\$ 3,486,912	\$ 600,000	\$ 175,000	\$ -	\$ -	\$ -
Grant	\$ 295,891	\$ 1,570,000	\$ -	\$ -	\$ -	\$ -
Downtown Parking	\$ 42,952	\$ 500,000	\$ -	\$ -	\$ -	\$ -
CIP	\$ 3,881,980	\$ 3,661,813	\$ 2,755,000	\$ 3,140,000	\$ 2,560,000	\$ 2,640,000
In-Lieu Park	\$ 5,326,312	\$ 5,191,188	\$ 475,000	\$ -	\$ -	\$ -
Facility Maintenance	\$ 250,000	\$ 689,000	\$ -	\$ -	\$ -	\$ -
Sewer	\$ 2,995,736	\$ 802,000	\$ 3,192,000	\$ 5,444,000	\$ 3,196,000	\$ 5,448,000
Gas Tax	\$ 617,760	\$ 961,631	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
Measure B	\$ 541,647	\$ 613,489	\$ 1,072,411	\$ 1,072,411	\$ 1,072,411	\$ 1,072,411
RMAA	\$ 304,396	\$ 554,584	\$ 860,433	\$ 860,433	\$ 860,433	\$ 860,433
Vehicle Registration Fees	\$ 703,560	\$ 497,700	\$ 711,000	\$ 120,000	\$ 120,000	\$ 120,000
Traffic Impact Fees	\$ 725,000	\$ -	\$ 950,000	\$ -	\$ -	\$ -
OBAG	\$ 1,120,000	\$ -	\$ 6,178,000	\$ -	\$ -	\$ -
<b>Annual CIP Total Budget</b>	<b>\$ 20,342,146</b>	<b>\$ 15,641,405</b>	<b>\$ 17,368,844</b>	<b>\$ 11,636,844</b>	<b>\$ 8,808,844</b>	<b>\$ 11,140,844</b>