



# FISCAL YEAR 2024-25 BUDGET WORKSHOP

May 30, 2024

ANN BERGA REHBY  
GYMNASIUM

# AGENDA

- Budget process
- Navigating OpenGov transparency portal
- Proposed budget overview
- Department budgets
- Next steps
- Questions



## BUDGET TEAM

- Justin I.C. Murphy, City Manager
- Stephen Stolte, Assistant City Manager
- Nicole Nagaya, Deputy City Manager
- Brittany Mello, Administrative Services Director
- Jared Hansen, Assistant Administrative Services Director
- Rani Singh, Interim Finance and Budget Manager
- Ying Chen, Senior Accountant
- Adrian Patino, Management Analyst II

## BUDGET CONTRIBUTORS

- General Administration
  - Nicole Casados, Judi Herren
- Administrative Services
  - Anna Peluffo, Sandy Pimentel
- Community Development
  - Deanna Chow, Vanh Malathong, Adam Patterson, Kyle Perata, Tim Wong
- Library and Community Services
  - Sean Reinhart, Nick Szegda, Ashley Walker
- Police
  - David Norris, Dani O'Connor
- Public Works
  - Azalea Mitch, Eren Romero

# CITY BUDGETING 101

## Fiscal year (FY)

- The City's fiscal year starts July 1 and runs through the following June 30.

## Budget types

- The annual operating budget, consisting of day-to-day activities, is a single year budget, while the Capital Improvement Plan (CIP) is a five-year plan addressing the City's infrastructure needs.

# CITY BUDGETING 101

## Operating budget

- The operating budget focuses on the provision of City services, such as public safety to recreation services to planning to internal support provided to City staff. Each program's budget contributes to the overall operating budget and the level of services directed by the City Council.

## Capital Improvement Plan (CIP)

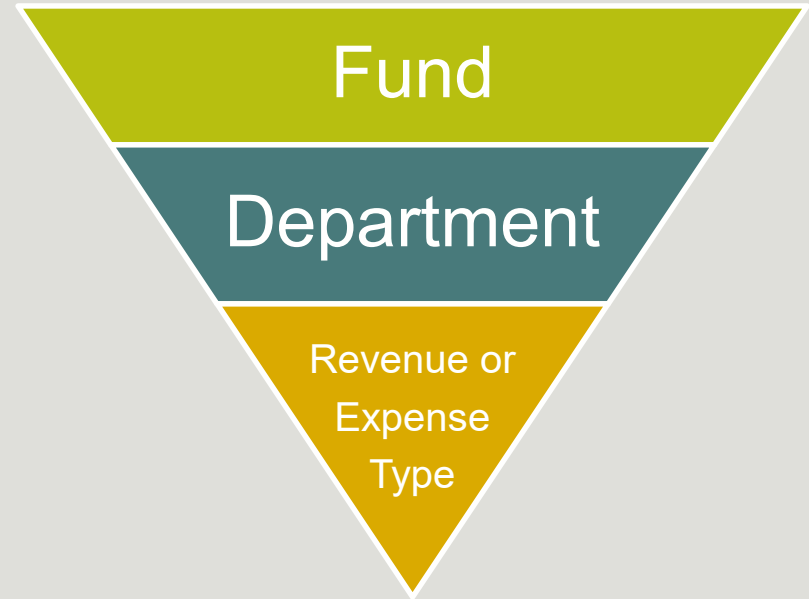
- The five-year CIP is a plan to ensure that the City's infrastructure is able to meet the needs and priorities of the community, such as recreation, roads, transportation and the City's municipal water enterprise. The 5-year CIP is reevaluated and reprioritized each year as the budget is developed.

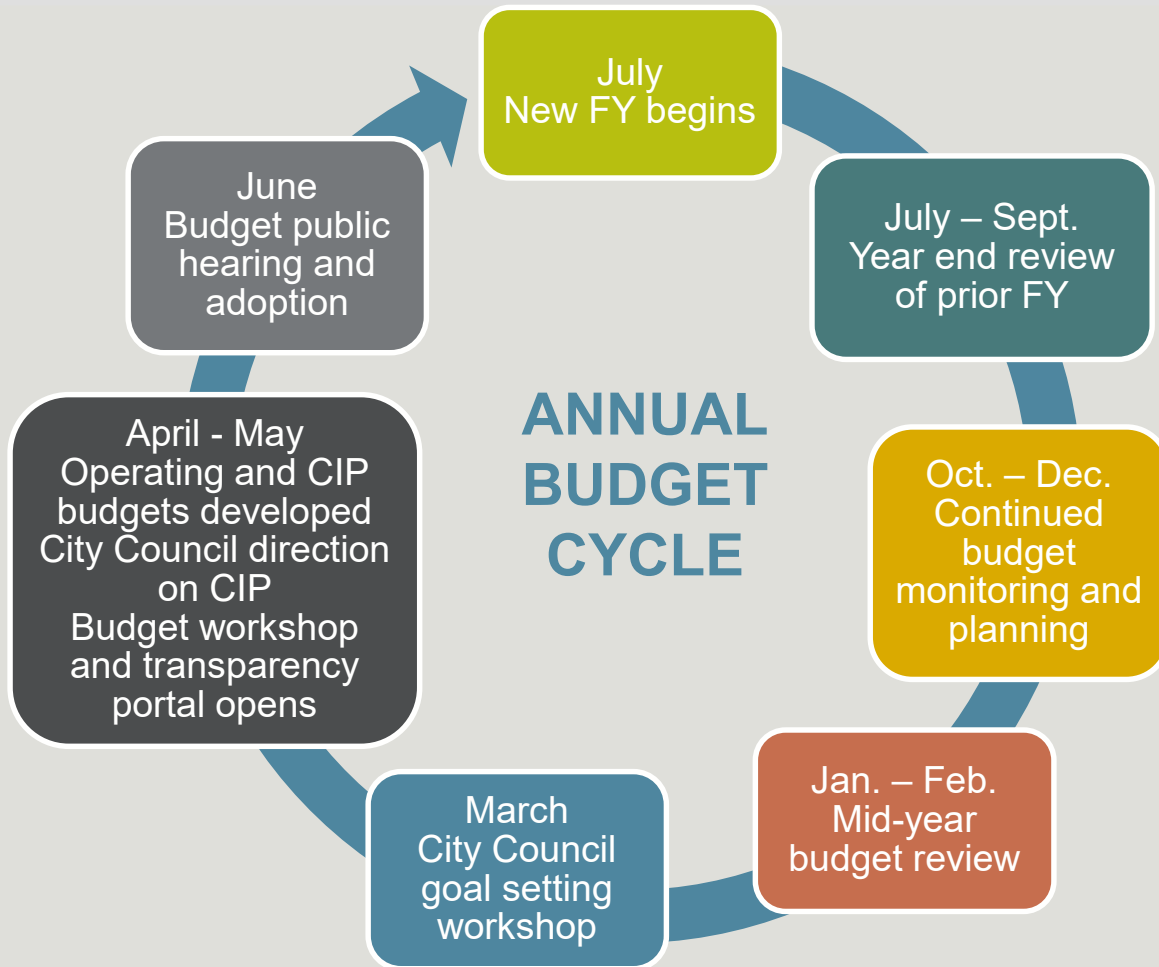


# CITY BUDGETING 101



- The operating budget is organized at the Fund level, the Department level, and by the Revenue/Expense Type.
- The General Fund is the largest and most active fund, and is the primary operating fund for the City.







# MENLO PARK BUDGET PROCESS





# HOW TO NAVIGATE OPENGOV TRANSPARENCY PORTAL



# HOW TO NAVIGATE OPENGOV TRANSPARENCY PORTAL



- Visit [menlopark.gov/budget](https://menlopark.gov/budget) and click on FY 2024-25 proposed budget (online).

The screenshot shows the City of Menlo Park website. At the top left is the City of Menlo Park logo. Below it is a search bar with the placeholder text "What are you looking for?" and an orange "Search" button. Below the search bar is a navigation menu with the following items: Home / Government / Departments / Administrative Services / Finance / **City budget**. Below the navigation menu is the heading "City budget" and "FY2024-25 budget". To the right of the text is an image of a person pointing at a bar chart on a document.

**CITY OF MENLO PARK**

What are you looking for? **Search**

Home / Government / Departments / Administrative Services / Finance / **City budget**

## City budget

### FY2024-25 budget

- [FY2024-25 Proposed budget \(online\)](#)
- FY2024-25 Adopted budget book (available after adoption)
- FY2024-25 Budget workshop presentation (when available)
- FY2024-25 Budget workshop recording (when available)
- June 11 Budget public hearing staff report and presentation (when available)

# HOW TO NAVIGATE OPENGOV TRANSPARENCY PORTAL



- To explore the proposed FY 2024-25 budget, scroll to bottom of page to find navigation menu with links to specific sections.

## Budget navigation

### Introduction

- [Cover page](#)
- [City overview](#)

### Budget discussion

- [General fund revenue discussion](#)
- [General fund expenditure discussion](#)

### Department summaries

- [Administrative Services](#)
- [General Administration](#)
- [Community Development](#)
- [Library and Community Services](#)
- [Police](#)
- [Public Works](#)
- [Non-Department & IT Svc Charge](#)

[Capital Improvement Plan](#)

# HOW TO NAVIGATE OPENGOV TRANSPARENCY PORTAL



- You can explore additional financial data by clicking on the homepage menu.

The screenshot shows the homepage of menlopark.gov. At the top, there are social media links for Facebook, Twitter, and LinkedIn, and a language selector set to English (United States). The City of Menlo Park logo is on the left. A search bar is in the center. Below the search bar is a grid of 12 service tiles: Activity Guide, Agendas and minutes, Building permits, Development projects, Directory, Feedback, Emergency preparedness, Library, Municipal Water, Parking permits, Requests for service, and Community resources. On the right side, a navigation menu is open, listing: City Council, Citywide calendar, Community, Contact us, Directory, Government, and OpenGov. The OpenGov item is highlighted with a red circle. A red circle also highlights the 'MENU' button in the top right corner of the page.

# HOW TO NAVIGATE OPENGOV TRANSPARENCY PORTAL



- OpenGov allows you to view and download financial data broken down by fund, department, revenues, expenses, fiscal year, etc.

The screenshot displays the OpenGov portal interface for the City of Menlo Park. The main heading is "FY 23-24 - Revenues and Expenses" with a "Share" button. Below this, there are navigation options like "Undo", "View", and "Amount". A dropdown menu is open, showing a list of categories including "All Department Expenses", "All Department Revenues", and "All Dept Exp - GF".

To the right, a "Visualization" section features a pie chart titled "Amount FY2024". The chart is broken down into several categories: Public Works (blue), Police (light blue), Non-Departmental (orange), Library and Community Services (yellow), Community Development (purple), Administrative Services (pink), and General Administration (green). A legend on the right lists these categories with corresponding colored circles. Above the chart, there are icons for bar, list, line, and pie charts, with the pie chart icon circled in red. A "Sort" dropdown is set to "Largest → Smallest".

Below the pie chart, there are "Summary" and "Details" buttons, with "Details" circled in red. At the bottom, there is a table with columns for Year, Account, Fund, Fund Name, Department, Department Name, and Project. The table shows two rows of data for the year 2024. A "Records" tooltip is visible, explaining that it exports all records that meet the criteria after filtering.

Year	Account	Fund	Fund Name	Department	Department Name	Project
2024	100-32116-210-000000	100	General Fund	210	Patrol	000000
2024	100-34206-240-000000	100	General Fund	240	Administration	000000



# PROPOSED BUDGET



# FISCAL YEAR 2024-25 GENERAL FUND BUDGET



- The proposed FY 2024-25 General Fund budget results in a deficit of \$818,773.
- Reduced/lost revenues
  - American Rescue Plan Act (ARPA) funds were fully expended in FY 2023-24, resulting in the loss of a \$3.7 million subsidy to the General Fund
  - Vehicle license fee (VLF) shortfall is anticipated of \$2.0 million, which is approximately 2-3% of the General Fund
  - Utility Users Tax (UUT) annual revenue loss of \$1.7 million, which is approximately 2% of the General Fund
  - Sales tax is about \$1.5 million lower than the prior fiscal year due to a slower economy and reallocation of prior year taxes





## FISCAL YEAR 2024-25 GENERAL FUND BUDGET

- Expense highlights
  - As a service organization, personnel represent the largest expense category
    - 292.5 full-time equivalent positions (FTEs)
    - General Fund supports an estimated 84% of City staff
    - Vacancy and turnover rate of 13%
  - Transfer to General Capital Improvement Fund budgeted at \$3.2 million
  - Additional CalPERS unfunded actuarial liability (UAL) payment of \$1.1 million is needed to match the 15-year amortization schedule



# CITY COUNCIL PRIORITIES

## CITY COUNCIL PRIORITIES

The City Council held its annual goal setting workshop March 12 to provide direction to the city manager on aligning resources and work plans for the next year.

The City Council identified the following priorities:

- Climate action – mitigation, adaptation and resilience
- Emergency and disaster preparedness
- Housing
- Safe routes



## CITY COUNCIL PRIORITY: CLIMATE ACTION

Climate action is supported by ongoing activities and proposed enhancements:

- Launching the State-funded communitywide electrification program, in partnership with Peninsula Clean Energy (PCE), to electrify homes in the Belle Haven neighborhood
- Waiving fees and providing credits for residents who replace gas burning equipment with electric equipment
- Reducing electric vehicle (EV) charging fees at public parking lots
- Electrifying 11 water heaters at nine City facilities at no cost via PG&E program, installing solar systems at four City facilities and developing EV charging plans for City fleet vehicles with support from PCE
- Vouchers for zero emission electric landscaping equipment purchases
- Developing a Climate Action Plan scope of work for 2025 to 2030 to achieve carbon neutrality
- Supporting Environmental Quality Commission meetings



## CITY COUNCIL PRIORITY: EMERGENCY AND DISASTER PREPAREDNESS

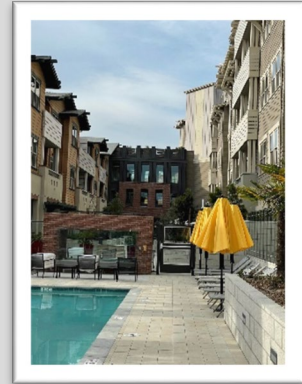
Emergency and disaster preparedness is supported by ongoing activities and proposed enhancements:

- Hired emergency preparedness coordinator (one FTE)
- Emergency shelter location established at Belle Haven Community Campus (BHCC)
- Continued coordination with Menlo Park Fire Protection District
- Partnership with community organizations to strengthen resilience at neighborhood level

## CITY COUNCIL PRIORITY: HOUSING

Housing is supported by ongoing activities and proposed enhancements:

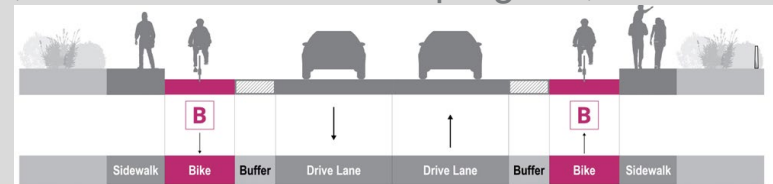
- Implementation of Housing Element programs, such as development of affordable housing on City-owned downtown parking lots
- Updates to the Environmental Justice Element and Safety Element
- Multiple residential and mixed-use projects in development pipeline with market rate and below market rate units
- Funding of affordable housing projects such as Habitat for Humanity's 335 Pierce Rd. and 123 Independence Dr. ownership projects



## CITY COUNCIL PRIORITY: SAFE ROUTES

Safe routes is supported by ongoing activities and proposed enhancements:

- Completion of the local road safety plan/vision zero action plan to address most significant safety challenges in collaboration with police
- Ongoing maintenance (current pavement condition index is 76 “good to excellent”) with focus on incorporating safety upgrades into maintenance projects
- Deliver Transportation Master Plan projects with focus on connected, multimodal networks
- Continue enforcement and education efforts in collaboration with Menlo Park schools, School Resource Officer, safe routes to schools program, and traffic enforcement unit
- Coordination with Complete Streets Commission efforts





# DEPARTMENT BUDGETS



# CITY ORGANIZATIONAL CHART

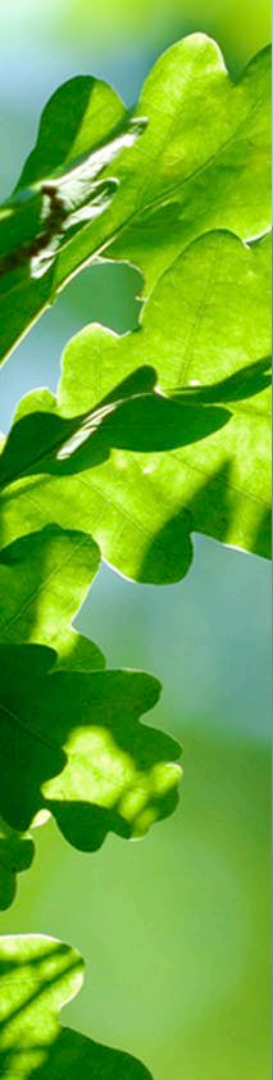


A photograph of a street scene in Menlo Park. In the foreground, there are green plants with red flowers. A brown oval sign hanging from a building reads "harvest". Below it is a red circular sign with "TABAC" in white. In the background, there are more buildings, a sidewalk with wicker chairs, and a person walking. The scene is brightly lit, suggesting daytime.

# GENERAL ADMINISTRATION

## GENERAL ADMINISTRATION

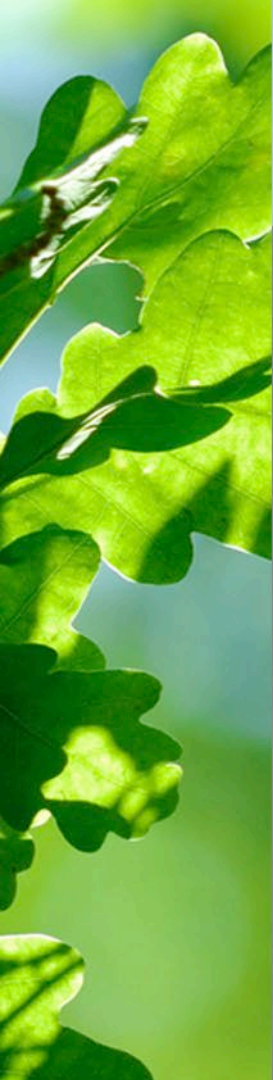
- General Administration provides policy, legal, leadership, and management services to the entire city.
- Divisions
  - City Council
  - City Attorney
  - City Manager’s Office
    - City Clerk
    - Communications and Public Engagement
    - Sustainability
    - Economic Development
- Proposed FY 2024-25 budget.
  - Expenses: \$11.9 million
  - Revenue: \$2.27 million sustainability grant
  - 18 FTEs (including City Council)



# FISCAL YEAR 2023-24 ACCOMPLISHMENTS AND HIGHLIGHTS



- Filled key positions: public engagement manager, sustainability manager and emergency preparedness coordinator.
- Implemented the City Council goal setting workshop in which the City Council identified four top priorities for the fiscal year.
- Filled 21 vacancies on advisory bodies.
- Led emergency preparedness and response services during winter storms and power outages; delivered timely public information.



# FISCAL YEAR 2023-24 ACCOMPLISHMENTS AND HIGHLIGHTS



- Finalized Streetaries outdoor dining program and processing applications from food establishments.
- Enrolled in PCE's GovPV program to install solar systems at four City facilities, and electrified 11 water heaters at nine City facilities at no cost through PG&E's Government K-12 Energy Efficiency Program.
- Distributed vouchers to support residents and businesses in purchasing zero emission landscaping equipment from local businesses.

## FISCAL YEAR 2024-25 INITIATIVES

- Ensure progress on City Council top goals: climate action, emergency and disaster preparedness, housing, safe routes.
- Continue countywide collaboration to advance equity initiatives and expand training.
- Build organization-wide capacity, encourage professional development, and develop succession plans to maintain strong leadership.
- Update emergency preparedness plans and policies and launch training program for all staff as disaster service workers.

## FISCAL YEAR 2024-25 INITIATIVES

- Support and promote economic development and implement Streetaries program.
- Launch first phase of State-funded community electrification program in Belle Haven and allocate second half of State funding.
- Update the Climate Action Plan (CAP) scope of work for 2025-2030.
- Continue to electrify City facilities and expand electric vehicle charging for City vehicle fleet.



# ADMINISTRATIVE SERVICES





## ADMINISTRATIVE SERVICES

- Administrative Services provides citywide support services including accounting, payroll, recruiting, benefits, training, technology solutions, technical support and solid waste administration
- Divisions
  - Finance
  - Human Resources
  - Information Technology
  - Solid Waste
- Proposed FY 2024-25 budget
  - Expenses: \$11.1 million
  - 29.48 FTEs



# FISCAL YEAR 2023-24 ACCOMPLISHMENTS AND HIGHLIGHTS



## ■ Finance

- Continued enhancements to OpenGov accounting system and budget transparency portal
- Produced the FY 2024-25 budget with improved collaboration
- Produced the FY 2022-23 ACFR within statutory dates, submitted to Government Finance Officers Association (GFOA)
- Awarded the GFOA Certificate of Achievement for Excellence in Financial Reporting for the FY 2021-22 ACFR
- Onboarded new Assistant Director overseeing Finance



## ■ Human Resources

- Continued enhancements to the integrated human resources information system
- Successfully negotiated labor agreements with the Service Employees' International Union, Local 521 (SEIU) and the American Federation of State, County, and Municipal Employees, Local 829 (AFSCME)
- Commenced negotiations with Menlo Park Police Officers' Association (POA)

# FISCAL YEAR 2023-24 ACCOMPLISHMENTS AND HIGHLIGHTS

- Human Resources (continued)
  - Launched monthly new employee orientation program
  - Held employee health fair and flu shot clinic for the first time since COVID
  - Participated in multiple career fairs, in partnership with other City departments



# FISCAL YEAR 2023-24 ACCOMPLISHMENTS AND HIGHLIGHTS

- Information Technology
  - Upgraded city-building security camera system
  - Configured the IT infrastructure for the new BHCC
  - Enhancements to technology infrastructure and enterprise applications
  - Enhancements to GIS for improved integration with citywide applications, including updating the GIS hub site
- Solid Waste
  - Awarded \$92K in CalRecycle SB 1383 grant funds to continue implementation efforts related to the State organics law
  - Held three compost giveaway events and an electronic waste collection event for the first time since 2020



## FISCAL YEAR 2024-25 INITIATIVES

- Finance
  - Produce the FY 2023-24 ACFR and Single Audit by annual due dates
  - Produce the FY 2025-26 budget and bring to City Council by June 2025
  - Commence cost of services study for City-provided services
  - Continue timely financial reporting and transparency improvements
  
- Human Resources
  - Continue recruitment efforts to fill staff vacancies and support employee retention
  - Complete POA negotiations
  - Develop and promote training opportunities for staff development
  - Evaluate potential benefit improvements
  - Develop and improve employee performance management system

## FISCAL YEAR 2024-25 INITIATIVES

- Information Technology
  - Continue implementation of IT Master Plan initiatives
  - Continue cybersecurity enhancements for risk reduction
  - Continue streamlining business processes for improved efficiency and customer service
- Solid Waste
  - Develop a program to integrate SB 1383 compost and mulch requirements with the water-efficient landscaping ordinance
  - Increase the number of three waste stream bin stations in city facilities
  - Continue to enforce SB 1383 and reduce the number of non-compliant businesses and multifamily dwelling customers
  - Increase outreach and education on the importance and benefits of compost
  - Continue to implement the rate assistance program, which provides discounts on residents' Recology and Menlo Park Municipal Water bills



# COMMUNITY DEVELOPMENT





# COMMUNITY DEVELOPMENT



## Service overview

- Long range planning
- Current planning
- Building plan checking, permitting and inspections
- Affordable housing



## FISCAL YEAR 2024-25 BUDGET

- Personnel
  - 35 budgeted FTEs
  - No major staffing changes; augmented by contract services
- Budget
  - Revenues: \$3.7 million
  - Expenses: \$13.2 million

# FISCAL YEAR 2023-24 ACCOMPLISHMENTS AND HIGHLIGHTS

- Housing Element certification
- Adopted zoning ordinances to implement key Housing Element programs
- Advanced work on development of Environmental Justice Element and Safety Element update
- Committed approximately \$8 million to the development and preservation of affordable housing
- Support Housing Assistance Program in partnership with Samaritan House



# FISCAL YEAR 2023-24 ACCOMPLISHMENTS AND HIGHLIGHTS



- Issued approximately 1,900 building permits and completed 9,600 inspections.
- Issued occupancy for a 140-unit affordable housing development and 240-room Citizen M Hotel.
- Continued to process large development projects, including the approval of 316 rental apartment units and 116 for-sale townhomes.



## FISCAL YEAR 2024-25 INITIATIVES

- Prioritize housing-related initiatives in support of implementing the Housing Element and the City's Council's priorities.
- Finalize and present the Environmental Justice Element and Safety Element update for adoption.
- Coordinate the entitlement process and building permit review for several large development projects.
- Release a notice of funding availability (NOFA) to support the development and preservation of affordable housing.
- Collaborate with sustainability division to implement climate action plan (CAP) goals.



**LIBRARY AND  
COMMUNITY SERVICES**





# LIBRARY AND COMMUNITY SERVICES



- Public libraries
  - Recreation
  - Sports
  - Early childhood education
  - After school programs
  - Summer youth camps
  - Older adults (senior) programs
  - Athletic fields and courts
  - Community events
  - Aquatics
- A diverse array of lifelong learning and recreational opportunities for Menlo Park residents of all ages, abilities, and lived experiences.
  - We employ skilled and qualified personnel, supported by contracted help and dedicated volunteers to deliver high-quality public services to the Menlo Park community.



## GUIDING PRINCIPLES

- The City provides services and infrastructure that contribute to quality-of-life for all Menlo Park residents. In so doing, the City strives to balance the resources and requirements of each area of the city in an equitable manner for all residents, in all neighborhoods of the City. The City prioritizes social justice in decisions that affect residents' lives:
  - The fair, just and equitable management of all institutions serving the public directly or by contract
  - The fair, just and equitable distribution of public services and implementation of public policy
  - The commitment to promote fairness, justice, and equity in the formation of public policy
  - Creating a healthy environment and nutritional options in City programs

## FACILITIES

- Arrillaga Family Gymnasium
- Arrillaga Family Gymnastics Center
- Arrillaga Family Recreation Center
- Belle Haven Child Development Center
- Belle Haven Community Campus
- Burgess Pool
- Menlo Children's Center
- Menlo Park Library

### Belle Haven Community Campus

Combines five previously separate facilities into one multi-generational community campus:

- Belle Haven Library
- Belle Haven Pool
- Belle Haven Youth Center
- Menlo Park Senior Center
- Onetta Harris Community Center.

## FISCAL YEAR 2024-25 BUDGET

- Personnel
  - 68.25 budgeted FTEs
- Budget
  - Revenues: \$7.4 million
  - Expenses: \$17.9 million

# BELLE HAVEN COMMUNITY CAMPUS





**MENLO PARK  
COMMUNITY  
MARKET**

歡迎 Bula Selamat datang  
Welkom ڪالڪا HPOATE Bienvenue ڪالڪا HPOATE Willkommen ڪالڪا HPOATE  
Fälte ڪالڪا HPOATE Willkommen ڪالڪا HPOATE  
Bienvenido ڪالڪا HPOATE Maligayang pagdating ڪالڪا HPOATE  
Benvenuto ڪالڪا HPOATE

歡迎 Bula Selamat datang  
Welkom ڪالڪا HPOATE Bienvenue ڪالڪا HPOATE Willkommen ڪالڪا HPOATE  
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Benvenuto ڪالڪا HPOATE



## FISCAL YEAR 2023-24 HIGHLIGHTS

- Opened the BHCC
- Completed a multi-year process to select a public-private aquatics operator at Burgess Pool and Belle Haven Pool.
- Created an innovative hyperlocal resident fee to prioritize neighborhood residents' access to facilities and programs at BHCC.
- Produced multiple large-scale community events and observances.
- Secured external resources from grants, volunteers, charitable donations, and partnerships to enhance services to the community in greater value than the costs of acquiring and maintaining the external resources.
- Operated an efficient and effective department that is responsive to changing community needs and met its service delivery goals within available resources.

## FISCAL YEAR 2024-25 INITIATIVES

- Operate an efficient municipal department that meets assigned service delivery outcomes within approved operating budget.
- Engage in robust, transparent, two-way communication and outreach with the community.
- Use statistics, data, strategic and master plan documents, and analyses of best practices to inform decisions about services and programs.
- Provide high-quality, neighborhood-oriented services at BHCC.
- Analyze preschool program enrollment trends and prepare options for City Council consideration.
- Ensure that department facilities are resilient and prepared for emergencies and relief activities.
- Practice environmental sustainability and energy efficiency in department operations; achieve LEED Platinum certification for BHCC.
- Explore accreditation for the department's programs.







**POLICE**



# POLICE



## Service overview

- Patrol
  - Includes traffic, parking
- Investigations
  - Includes problem-oriented policing, school resource officer and code enforcement
- Records and dispatch
  - Includes property / evidence
- Administration
  - Includes complaints, community and media relations, training



## FISCAL YEAR 2024-25 BUDGET

- \$25.5 million operating budget.
- 69.5 budgeted FTEs.
  - Personnel costs - 82% of budget (\$20.8 million)
  - Operating costs – 18% of budget (\$4.7 million)
  - Anticipated department-wide overtime - \$1.9 million (\$1.3 million in patrol)



## SERVICE LEVEL ENHANCEMENTS

- Add second part-time benefited overnight parking enforcement representative (0.5 FTE)
- Flock fixed license plate readers, \$112,500 in 2024-25 (\$112,500 2025-26)





## FISCAL YEAR 2023-24 ACCOMPLISHMENTS AND HIGHLIGHTS



- Enhancements to the quarterly report – Racial and Identity Profiling Act (RIPA), Complaints and Complaint Closures, Military Equipment.
  - Quarterly report accountability now includes seven distinct metrics
- Wellness initiative – grant-funded wellness coordinator for the police department.
- Reducing the carbon footprint – police department fleet now over 75% hybrid or electric



## FISCAL YEAR 2023-24 ACCOMPLISHMENTS AND HIGHLIGHTS

- Recruitment and Retention – Added over seven officers in training, plus dispatchers, records personnel, and community service officers (CSOs).
  - Officer recruit to solo patrol – 12-14 months
  - Dispatcher recruit to solo dispatcher – 10-14 Months
  - Police records specialist recruit to solo specialist – 4-8 Months
  - CSO recruit to solo patrol – 5-8 Months
- Joined the County’s Community Wellness Crisis Response Team pilot (embedded clinician for mental health calls – County JAG funded).

## FISCAL YEAR 2024-25 INITIATIVES

- Focus on recruitment and retention of professional and sworn staff, while continuing the search for technology resources that make service delivery safer and more efficient.
- Support of wellness of all staff through a variety of resources for mental, physical, and long-term wellbeing.
- Develop a mid-range plan and longer-range strategy for “Non-Criminal Enforcement Programs,” to include code enforcement, parking enforcement, and crisis response.
- Further our public accountability initiative – update our public-facing dashboards, to include crime data, RIPA reporting, community feedback on service, and technology accountability.
- 5-Year strategic plan for police department.







# PUBLIC WORKS



# PUBLIC WORKS





# PUBLIC WORKS



- Maintain and improve the City's public infrastructure:
  - Streets – 96 miles of roads
  - Traffic signals, streetlights
  - Stormwater system – 46 miles of pipes, 1 pump station
  - Water system – 55 miles of pipes, two reservoirs, 1 pump station
  - Parks – 17 parks
  - Trees – 19,000
  - Facilities – 13
  - Fleet – 109 vehicles
  
- Emergency response
  
- Operating budget
  - Revenues: \$25.5 million
  - Expenses: \$35.4 million
  - Supported by more than 25 different special funds for specific services and maintenance





# PUBLIC WORKS

- 72.27 FTEs
- Capital project delivery
- Water distribution
- Stormwater management
- Landfill management
- Development services
- Right of way permitting
- Transportation management
- Facilities, vehicle, tree, streets maintenance
- Regulatory compliance
- Emergency response

## Engineering Division

Capital Project Delivery

Utilities (water, stormwater, landfill)

Development Services

## Transportation Division

Planning

Operations

Capital Project Delivery

## Maintenance Division

Streets, Trees, Vehicles, Facilities, Water, Parks



# FISCAL YEAR 2023-24 ACCOMPLISHMENTS AND HIGHLIGHTS



- Completed the Ravenswood Avenue and 2023 city-wide resurfacing projects
- Continued to maintain and improve the City's public infrastructure including, streets, water / stormwater systems, traffic network, parks, trees, facilities, vehicles
- Received accreditation from the American Public Works Association
- Construction
  - Completed the construction on the Belle Haven Community Campus
  - Construction of Willow Oaks Park and Burgess Park Playground
  - Completed the Bedwell Bayfront Park leachate improvements





# FISCAL YEAR 2023-24 ACCOMPLISHMENTS AND HIGHLIGHTS



- **Construction**
  - Completed the Middle Avenue Complete Streets pilot project
  - Construction of the Belle Haven Traffic Calming Project
- **Planning**
  - Adoption of Vision Zero Action Plan
- **Development Services**
  - Supported the ongoing coordination of major redevelopment projects, including Menlo Uptown, Menlo Portal, Willow Village and Parkline
- **Maintenance**
  - Planted over 200 trees
  - Prepared successfully for intensifying winter storm conditions in anticipation of possible El Nino weather pattern developing





# FISCAL YEAR 2024-25 INITIATIVES



- **Construction**
  - Complete BHCC clean energy infrastructure (micro-grid)
  - Automated meter reading and Continental Drive water main replacement
  - Slurry seal projects
  - Chrysler Pump Station
  - Support the installation of solar arrays and electrification of City facilities, and construction of electric vehicle charging stations
- **Design**
  - SAFER Bay (sea level rise) project
  - Middle Avenue pedestrian and bicycle rail crossing, grade separation, and the Caltrain quiet zone improvements, Middle Avenue Complete Streets
- **Planning**
  - Develop a stormwater funding assessment, water system / reservoir



# CAPITAL IMPROVEMENT PROGRAM



# CAPITAL IMPROVEMENT PROGRAM (CIP)

Seven project categories and ongoing programs

- City buildings and systems
  - City buildings minor
- Environment
- Parks and Recreation
  - Aquatic center maintenance
  - Parks improvement minor
  - Sport field renovations
  - Sport court maintenance
- Stormwater
- Streets and sidewalks
  - Street resurfacing
- Transportation
  - Traffic signal modifications
  - Transportation projects
- Water
  - Water main replacement
  - Water system improvements

## FUNDING THE CIP

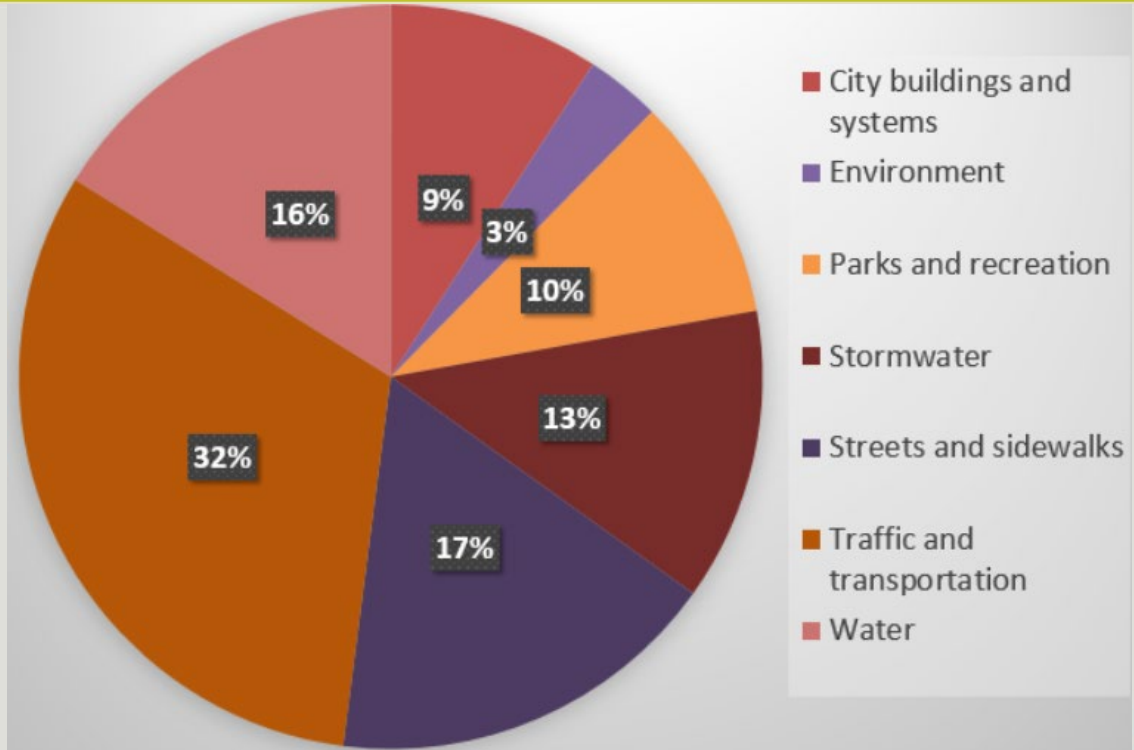
- General Fund
  - \$4.7 million average annual transfer (2018-23)
- Enterprise Fund: Water
- Grants
- Special Revenue Funds
  - Gas Tax
  - Road Maintenance and Rehabilitation Account
  - Transportation Impact Fee
  - Construction Street Impact Fee
  - Landfill Post-Closure
  - Recreation In-Lieu fees
  - Measure T recreation bonds
  - Downtown Public Amenity Fund
  - Community Amenity Funds
  - Heritage Tree In-Lieu Fees
  - Landscaping Assessment District for street-tree related sidewalk repairs
  - Downtown Parking Permits
  - Measure A & W (San Mateo County ½ cent sales tax for transit and traffic congestion relief projects)



# CIP FISCAL YEAR 2024-25 TOTAL PROJECT BUDGETS



- 64 projects
- \$97 million CIP budget
  - \$31.0M Traffic and transportation
  - \$16.7M Streets and sidewalks
  - \$15.7M Water
  - \$12.4M Stormwater
  - \$9.5M Parks and recreation
  - \$8.9M City buildings and systems
  - \$3.2M Environment

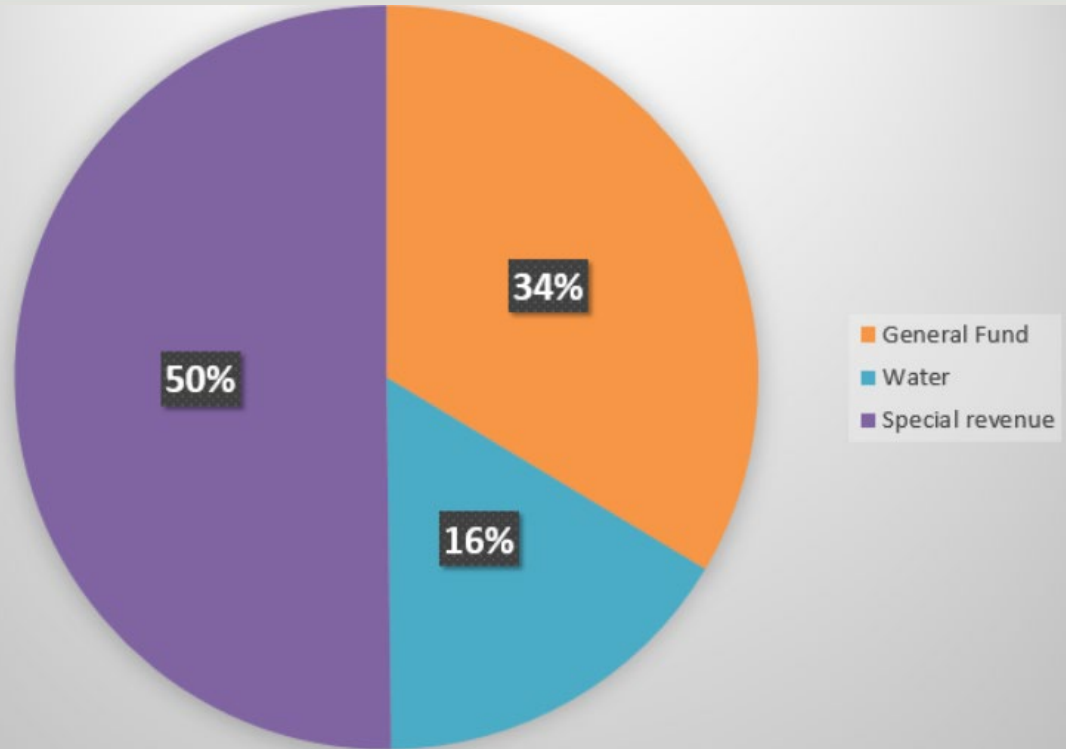




# CIP FISCAL YEAR 2024-25 TOTAL PROJECT BUDGETS

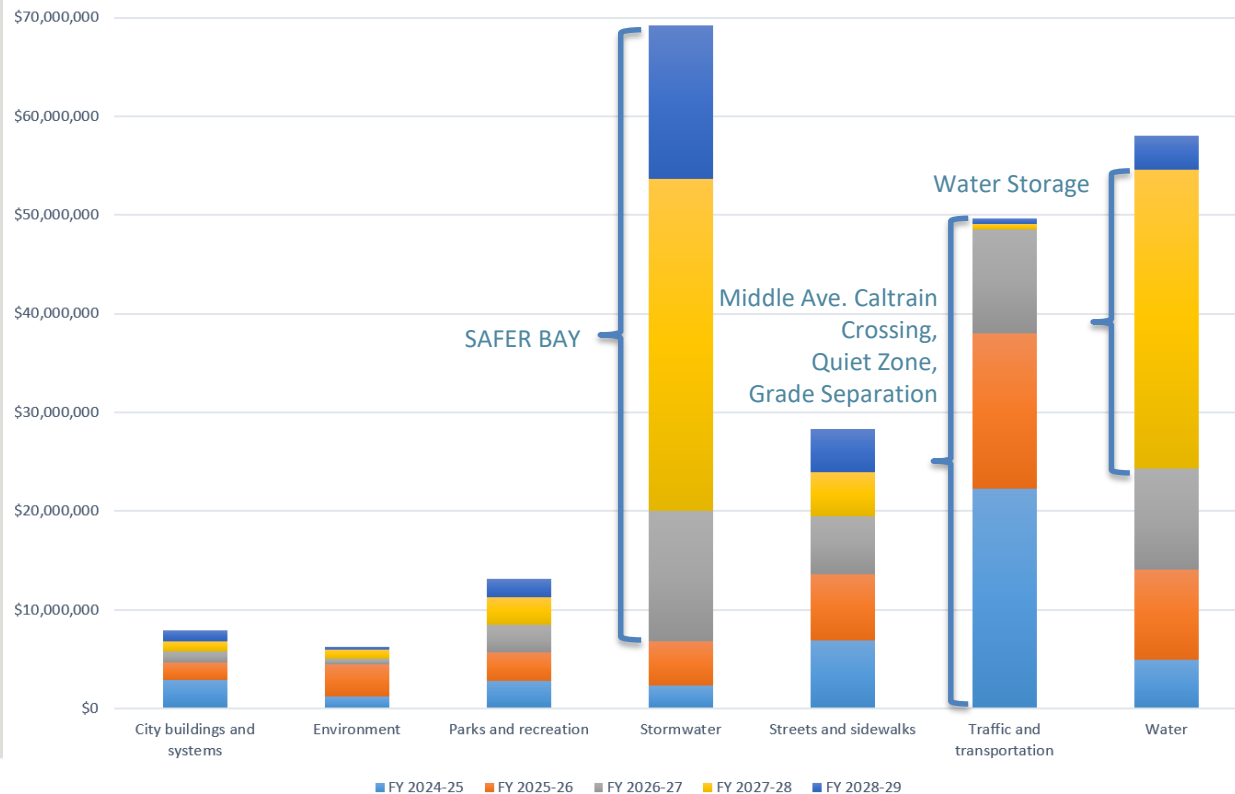


- Funding sources
  - \$48.7 million Special Revenues
  - \$32.6 million General Capital Fund
  - \$15.7 million Water Fund
  - Plus grant reimbursements



# FIVE YEAR OUTLOOK

- \$11 million in ongoing needs each year
  - Streets, buildings, aquatics, water, traffic
- Stormwater
  - \$67 million for SAFER Bay project
- Transportation
  - \$4 million quiet zone (2025-26)
  - \$17.5 million grade separation (2025-2027)
- Water
  - \$27 million water storage (2026-27)





# NEXT STEPS



## FISCAL YEAR 2024-25 NEXT STEPS

- Proposed budget available online: [menlopark.gov/budget](https://menlopark.gov/budget)
- June 11 City Council public hearing
- June 25 City Council budget adoption
  
- Share your feedback to the City Council:
  - Submit a written comment by emailing [city.council@menlopark.gov](mailto:city.council@menlopark.gov)
  - For the June 11 and June 25 City Council meetings,
    - Attend in person to make a comment in the City Council Chambers
    - Access the meeting in real-time online via Zoom to make a comment



# QUESTIONS