

FY2024-25 Mid-Year (Expense Requests)					
Dept	Funding Source	Fund	Description of Item/Service	Costs +/-(-)	Justification/Purpose
CITY ATTORNEY	General Fund	100	Legal Services	\$ 35,000	Additional Attorney Services - Labor negotiations
CITY ATTORNEY	General Fund	100	Legal Services	765,000	Expected budget for current litigation, mediation.
CITY CLERK	General Fund	100	Election Services	79,000	Estimated election cost with ballot measure is \$221,000 - additional funding required to cover complete cost of election.
CITY MANAGER	General Fund	100	Abandoned/Derelict Vessel Removal	150,000	Removal of these vessels is critical for public health and safety. Will be pursuing grants to help offset additional costs.
CITY MANAGER	General Fund	100	Administrative Assistant I	60,000	Operational need to fill vacant/unfunded position, We need to fill this position to provide operational coverage
CITY MANAGER	General Fund	100	Bond Council	150,000	For CFD
CITY MANAGER	General Fund	100	Utility Adjustment	(1,200)	Expense assigned to another department.
ECD	General Fund	100	BIO 2025	75,000	Budget was reduced by 50% or \$75,000 in this fiscal year. Staff will continue a sponsorship program to fund the cost of the booth and an event. Last year, staff raised \$18,500 for sponsorships and we hope to continue sponsorships this year. With the additional funding, as Boston will be more expensive logistically, it would be less of a challenge to deliver a successful conference exhibit booth and outside stakeholder event. In addition, the local cluster is seeing some significant challenges with market conditions and a change in the federal administration, which may put additional strain on the local industry. It is becoming even more meaningful for the City to support the biotech industry, especially in our competitors backyard.
ECD	General Fund	100	Ceqa Analysis For Alternative Housing Element Opportunity Sites To Replace The Msb	100,000	If alternative sites are studied to replace the Municipal Services Building at 33 Arroyo Drive in the Housing Element as an opportunity site, there will be consulting/CEQA costs. This is an estimate of the amount that could be required to analyze alternative sites that represent good replacements but do not have underlying high density zoning. New zoning would require CEQA analysis and clearance prior to full acceptance by the Housing and Community Development Department.
ECD	General Fund	100	Utility Increase	17,000	Due to an increase in the utility rate.
FINANCE	General Fund	100	Bond Council Offset	(90,000)	Original Budget location
FIRE	General Fund	100	Permit Tech And Plan Review Services	400,000	Plan check review has increased and is exceeding current staffing capabilities to process in a timely manner, meeting the expectations of our customers. This request will allow us to reduce plan review timeframes by outsourcing plan reviews and align us with other city departments. This mid-year request is expected to carry us through the remainder of the fiscal year. This funding is intended to be cost neutral as it is offset by the revenue received from the permit fees collected for this service.
FIRE	General Fund	100	Overtime	550,000	Fire is already at 98% of their budgeted overtime. This anticipated overage is due in part to the City's response to mutual aide both locally and nationally. Since those costs are recoverable, the adjustment to increase revenue can be used to increase the Overtime budget with no net impact to the general fund. Staff recommend an increase of \$550,000 in both OT and mutual aide revenue, resulting in no net change to the General Fund.
HUMAN RESOURCES	General Fund	100	Personnel Investigations	40,000	Additional funding requested due to higher than anticipated costs/volume

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IT	Information Technology	785	Overtime	14,000	IT provides after hour support for all departments and respond to any network issues. Also provide support for all meetings and events including Council Meetings, Planning Commissions. This was not included in the budget.
IT	Information Technology	785	Standby Pay Expense	26,000	One IT tech is on-call every week and are required to be on stand-by to respond to after hour calls. This was not included in the budget..
LIBRARY	General Fund	100	Grand Library Wireless Access Points Replacement	6,000	Library system-wide replacement of end-of-life equipment
LIBRARY	General Fund	100	Peninsula Libraries Automated Network Service Increases	18,000	Increases in the number of resources connected to the PLAN network as a result of the move to the new main library; delivery cost increases due to community's increased usage of library collections
LIBRARY	General Fund	100	Adobe Creative Cloud Renewal	4,000	LPR Digital media lab software renewal
LIBRARY	General Fund	100	Maintenance Costs For Envisionware Upgrades At New Main Library And Grand Library	7,000	Software to manage use of Chromebooks by library patrons; allows IT Department to push out updates, works with laptop vending software; allows CLS staff to assign Chromebook
LIBRARY	General Fund	100	Google Workspace Software Renewal	3,000	Software to manage use of Chromebooks by library patrons; allows IT Department to push out updates, works with laptop vending software; allows CLC staff to assign Chromebook
LIBRARY	General Fund	100	Utility Increase	1,200	Due to an increase in the utility rate.
NON-DEPT	Measure W	101	Measure W Transfer	(3,000,000)	Eliminate transfer from Measure W.
PARKS & REC	General Fund	100	Clothing & Personal Expenditure	17,000	Budgeted amount has only increased by 5% over the past 7 years. Requests for increases have not been submitted as the division had been understaffed up to 50% at times. Two reasons to consider for justification is that the division is now 80% staffed as well as a new contract with uniform company with updated pricing. Adjustment amount is for this FY. New year request will be made for on-going cost increase(s).
PARKS & REC	General Fund	100	Utility Increase	895,000	Due to an increase in the utility rate.
PARKS & REC	West Park Maint Dist 3	231	Utility Increase	57,000	Due to an increase in the utility rate.
PARKS & REC	Stonegate Ridge Maint	232	Utility Increase	6,000	Due to an increase in the utility rate.
PARKS & REC	West Park Maint Dist 1&2	234	Utility Increase	6,000	Due to an increase in the utility rate.
PARKS & REC	Special Tax Levy B (CFD)	236	Utility Increase	111,000	Due to an increase in the utility rate.
POLICE	General Fund	100	Utility Increase	16,000	Due to an increase in the utility rate.

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PUBLIC WORKS	General Fund	100	Permit Tech And Plan Review Services	550,000	Plan check review has increased and is exceeding current staffing capabilities to process in a timely manner, meeting the expectations of our customers. This request will allow us to reduce plan review timeframes by outsourcing plan reviews and align us with other city departments. This mid-year request is expected to carry us through the remainder of the fiscal year. This funding is intended to be cost neutral as it is offset by the revenue received from the permit fees collected for this service.
PUBLIC WORKS	General Fund	100	Utility Increase	175,000	Due to an increase in the utility rate.
PUBLIC WORKS	Sewer Enterprise Fund	710	Utility Increase	657,000	Due to an increase in the utility rate.
PUBLIC WORKS	Parking District Fund	720	Utility Increase	161,000	Due to an increase in the utility rate.
PUBLIC WORKS	Storm Water Fund	740	Utility Increase	4,000	Due to an increase in the utility rate.

Expenses

Funding Sources	Yes (ongoing)	Yes (one-time)	YES Total
General Fund	\$ 1,212,000	\$ 2,810,000	\$ 4,022,000
Measure W	-	(3,000,000)	(3,000,000)
Information Technology	40,000	-	40,000
West Park Maint Dist 3	57,000	-	57,000
Stonegate Ridge Maint	6,000	-	6,000
West Park Maint Dist 1&2	6,000	-	6,000
Special Tax Levy B (CFD)	111,000	-	111,000
Sewer Enterprise Fund	657,000	-	657,000
Parking District Fund	161,000	-	161,000
Storm Water Fund	4,000	-	4,000
Total Yes (all funds)	\$ 2,254,000	\$ (190,000)	\$ 2,064,000