

CITY OF FOSTER CITY  
ESTERO MUNICIPAL IMPROVEMENT DISTRICT

# **FINAL BUDGET**

## **Fiscal Year 2024-25**



### **CITY COUNCIL/DISTRICT BOARD**

Patrick Sullivan, Mayor / President  
Stacy Jimenez, Vice Mayor / Vice President  
Jon Froomin  
Sam Hindi  
Art Kiesel

### **SUBMITTED BY THE CITY/DISTRICT MANAGER**

Stefan Chatwin

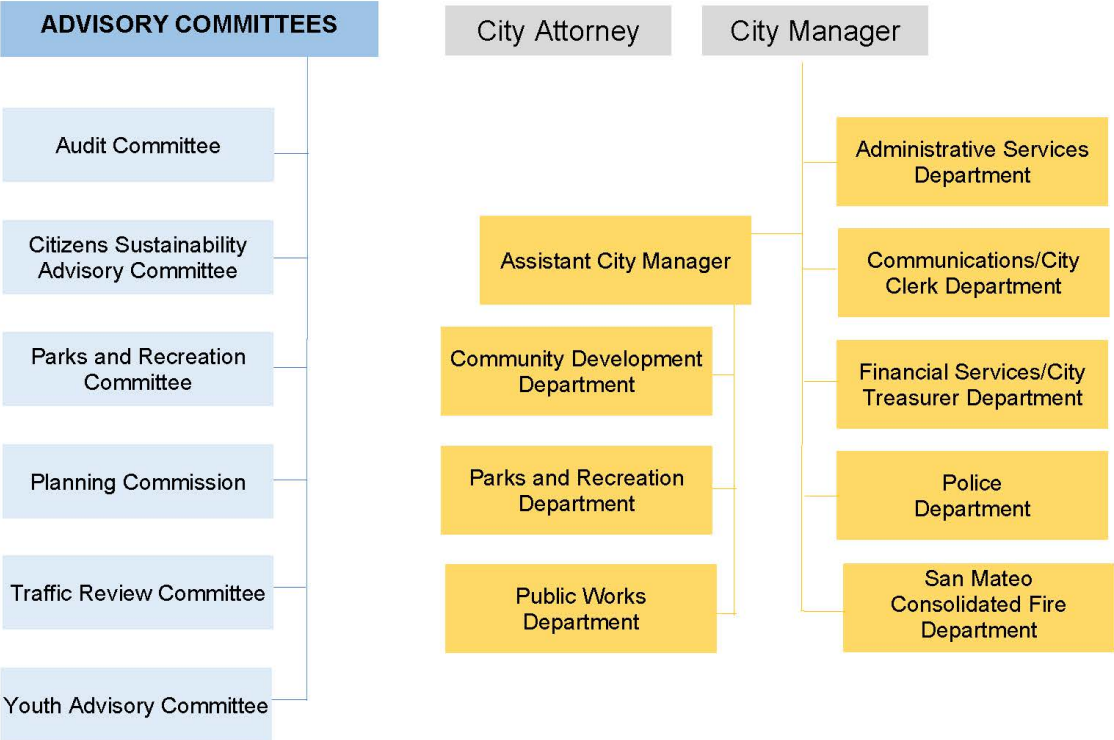
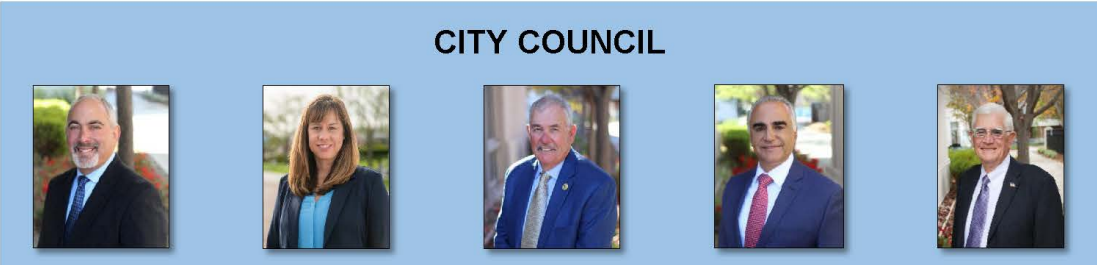


**City of Foster City / Estero Municipal Improvement District  
Fiscal Year 2024-25 Final Budget  
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# City of Foster City/Estero Municipal Improvement District Organization Chart

**FOSTER CITY RESIDENTS**



# 2024 STRATEGIC PRIORITIES

## VISION:

Create a vibrant and sustainable Foster City community through smart, inclusive, and efficient actions to preserve and enhance our quality of life for current and future generations.

## MISSION:

The mission of the City of Foster City is to deliver services, invest in quality infrastructure and implement policies that prioritize public safety, smart planning, a vibrant economy, fiscal stability, community connections, and a sustainable environment. In pursuit of this mission, we use community engagement and data to make decisions and measure progress based on economic, social, and environmental factors.

## STAFF EMPOWERMENT AND OPERATIONAL EXCELLENCE:

The staff of Foster City is committed to and takes pride in proactively providing exceptional service to our community.

## CITY COUNCIL OPERATIONS AND IMPROVED COMMUNITY ENGAGEMENT:

The City Council operates at the highest level of civil discourse, encouraging resident engagement, and full transparency.

## SMART PLANNING, DEVELOPMENT, AND THE LOCAL ECONOMY:

Create a long-term vision that protects, maintains, and enhances our community character through thoughtful planning and economic development policies.

## SUSTAINABILITY:

Focus on a multi-decade timeline with policy development that prioritizes the environment, economics, and community of Foster City.

## INNOVATION:

Welcome and support ideas and new initiatives that allow the City to experiment with solutions and recognize that accepting modest risk is required to allow for new ideas to be tried.

## PUBLIC SAFETY AND SOCIAL EQUITY:

Continue to promote diversity and inclusive policies within the City organization and seek social equity in all City policies including public safety.

## FACILITIES AND INFRASTRUCTURE:

Maintain a standard of excellence with regards to infrastructure, including streets, lagoon, levee, parks, water supply system, wastewater system, storm water collection system, and City facilities to preserve and enhance quality of life for future generations.



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# BUDGET MESSAGE

## FISCAL YEAR 2024-25

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**June 2024**

Honorable Mayor and Members of the City Council:

### INTRODUCTION

On behalf of the Executive Leadership Team and the employees of the City of Foster City/Estero Municipal Improvement District, it is my pleasure to submit the Annual Budget for Fiscal Year 2024-25 ("Budget") and the Five-Year Financial Plan. The budget includes the City Council/EMID Board's strategic priorities and serves to provide a long-term policy framework and financial plan of delivering high quality programs and services to our community. As in past practice, the City/District's Budget and Five-Year Financial Plan is a result of a comprehensive development process, which included many hours of preparation and several public meetings. The public meetings that began in February 2024 and continue through June 2024 culminate in the Budget's final adoption by the City Council/EMID Board scheduled for June 20, 2024.

The City continues to experience difficulties in filling vacant positions, including economic development manager, human resources manager, and police officers. The projected multi-year structural deficits, cost impacts from two consecutive years of CalPERS underperformance of investment returns (a negative 6.1% return in FY 21/22 and a 5.8% return in FY 22/23 compared to their 6.8% annual target), annual VLF shortfalls and the State's posturing in possibly not backfilling these vital revenues are some of the major challenges as City staff prepares FY 2024-25 budget and 5-year financial plan. With continued stress from high inflation rate and the escalation of labor costs, the FY 2024-25 and 5-year financial plan indicates ongoing General Fund structural deficits. The City Manager's Office and staff will continue to monitor and develop strategies to counter the structural deficit. These strategies include additional or updated revenue opportunities, cost recovery measures, and operational efficiencies.

The Budget and corresponding Five-Year Financial Plan were developed in alignment with Citywide Organizational Goals and Department Strategic Plans that support the City Council/EMID Board's vision to create a vibrant and sustainable Foster City through smart, inclusive, and efficient actions to enhance our quality of place for current and future generations.

Additionally, the City Council/EMID Board has established a set of strategic priorities that include the following:

- Staff Empowerment and Operational Excellence
- City Council Operations and Improved Community Engagement
- Smart Planning, Development, and the Local Economy
- Sustainability
- Innovation
- Public Safety and Social Equity
- Facilities and Infrastructure

Any balancing measures employed are based on a set of principles that reflect the City/District's priorities and core values to protect vital and essential services for the community.

## ELEMENTS OF THE BUDGET

The budget document is organized as follows:

1. **Introductory Items:**  
Table of Contents  
Foster City Organization Chart  
Vision, Mission, and Strategic Priorities. These were reaffirmed and updated at the City Council's annual Vision & Policy Summit in January 2024.
2. **Budget Message:** Includes the letter of transmittal from the City Manager submitting the recommended budget to the City Council, major initiatives/issues, organizational changes addressed in the budget, and the City's current and projected financial position.
3. **Budget Guide:** Includes a description of the annual budget process, a glossary of budget terminology, and the structure of the City's finances.
4. **Five-Year Financial Plan:** Includes a Citywide look at expenditure and revenue trends affecting the City over the course of the next five years.
5. **Financial and Personnel Summaries:** Includes financial information on projected revenues, expenditures, fund balances and reserves, personnel resources, and a summary of funds as well as fund descriptions and information on all revenue sources and expenditure projections.
6. **Department Operating Budgets:** Operating department sections include the departmental mission statement, organization chart for FY 2024-25, and changes in financial resources required to accomplish the department goals. The account summaries include the following five major categories of department appropriations:

Employee Services represents permanent full-time and part-time salary costs, overtime, holiday pay, and fringe benefits.

Services and Supplies represents legal, consulting, and other professional services, contract repair and maintenance, utility charges, training and memberships, equipment rentals, insurance, and employment services. This category also represents items purchased for repair and maintenance, operational activities such as publications, uniforms, recreation supplies, and office supplies.

Internal Service Charges represents vehicle replacement charges, equipment replacement charges, self-insurance charges, information technology service charges, building maintenance charges, and funding for longevity recognition benefits, PEMHCA benefits, and compensated absences.

Capital Outlay represents expenditures for fixed assets in excess of \$1,000 including land, buildings, furniture, equipment, and City vehicles.

Reallocation represents reallocation of department operating expenses to non-General Fund budgets such as Special Revenue Funds and Enterprise Funds.

Behind the account summaries are the detailed line item expenditures.

7. **Non-Department Budgets:** Includes historical and proposed FY 2024-25 expenditures for non-department General Fund, special revenue, debt service, enterprise, internal service, or agency fund budgets.



8. **Capital Improvements:** Includes various tables showing the capital projects for the upcoming fiscal year and for a five-year period, along with detailed descriptions of capital improvement projects.

## CONCLUSION

The City of Foster City/Estero Municipal Improvement District has been well managed and prides itself on being fiscally prudent, operating lean, and utilizing resources responsibly as entrusted to us. Although the current economic conditions have continued to be disruptive to the City/District's operations and revenues, staff understands that recovery is likely gradual and will therefore continue to prioritize services and make recommendations about how best to balance fiscal sustainability and the delivery of high-quality services. We thank both the City Council/EMID Board and community for its partnership and patience as we face financial challenges, respond to shifting financial and labor conditions, and work together to identify solutions that are fiscally sound and best serve the community.

Sincerely,



Stefan Chatwin  
City/District Manager

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# **FISCAL YEAR 2024-25 ANNUAL BUDGET FIVE YEAR FINANCIAL PLAN BUDGET CALENDAR**

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**February 26, 2024 (Monday) Study Session at 6:30 p.m.**

- Mid-year Financial Review for FY 2023-24
- Policy Direction on the Preparation of FY 2024-25 Annual Budget and Five-Year Financial Plan
- Organizational Assessment - Preliminary Proposals for City Restructuring/Governmental Operations Improvement.

**March 25, 2024 (Monday) Study Session at 6:30 p.m.**

- Review of Capital Improvement Projects, Annual and Long-term CIP Funding Plan
- Review of Enterprise Funds and Internal Services Funds
- Review Analysis of Water and Wastewater Rates
- Review of Special Reports (if any)

**April 15, 2024 (Monday) Study Session at 6:30 p.m.**

- Review of Proposed Master Fee Schedule for FY 2024-25

**May 6, 2024 (Monday) Regular City Council Meeting at 6:30 p.m.**

- Public Hearing on Master Fee Schedule for FY 2024-25

**May 20, 2024 (Monday) Study Session at 6:30 p.m.**

- Review of Five-Year Financial Plan, Review of Preliminary Budget (All Funds)
- Review Special Reports (if any)

**June 3, 2024 (Monday) Regular City Council Meeting at 6:30 p.m.**

- Budget Public Hearing and Follow-up from All Prior Budget Study Sessions
- Public Hearing and Adoption of Water and Wastewater Rates

**June 17, 2024 (Tuesday) Regular City Council Meeting at 6:30 p.m.**

- Adoption of Annual Budget

**June 28, 2024 (Friday)**

- Budget and Five-Year Financial Plan Printed, Distributed and Posted Online

(Note: all items above relate to the preparation of the FY 2024-25 Budget except where otherwise noted.)

## GLOSSARY OF BUDGET TERMS

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**Account** - A separate financial reporting unit for budgeting, management or accounting purposes. All budgetary transactions, whether revenue or expenditure, are recorded in accounts.

**Adopted Budget** - Revenues and appropriations approved by the City Council in June for the following July 1 through June 30 fiscal year.

**Allocated Costs** - An expense charged by one department/division to another for services performed or expenditures of a general nature which are charged to one main account and allocated to other departments/divisions by a specified formula.

**Appropriation** - An authorization made by the City Council which permits the City to incur obligations and to make expenditures of resources.

**Assessed Valuation** - The value of property against which a tax is levied. Valuations are established by the County Assessor and reflect a percentage of the true or market value of a property.

**Bond** - The written evidence of the debt issued by the government entity (City, District, etc.). It bears a stated rate of interest and maturity date on which a fixed sum of money plus interest is payable to the holder.

**Budget** - A financial plan for a specific period of time (fiscal year) that matches all planned revenues and expenditures with various municipal services.

**Budget Amendment** - A legal procedure utilized by the City Manager or City Council to revise a budget appropriation. Adjustments to appropriations within departmental budgets may be accomplished administratively by the City Manager. City Council approval is required for additional appropriations from fund balance or new revenue sources.

**Budget Deficit** - Generally, defined as the amount by which a fund's spending exceeds its income over a period of time. Specifically, it is the sum of expenditures and transfers out that exceed the sum of revenues, transfers in and other adjustments. It is normally determined as a result of a quarterly review.

**Budget Guidelines** - Guidelines developed by the City Manager, in consultation with the City Council, that describe the budget environment - e.g. revenue expectations and policy emphasis - for the forthcoming year; departments make their budget requests on the basis of the guidelines.

**Capital Assets (fixed assets)** - Things the local government owns that cost a considerable amount of money and are intended to last a long time - for example, buildings, land, roads, bridges and wastewater and water systems.

**Capital Improvement Program** - A plan for capital expenditures to provide for the acquisition, expansion or rehabilitation of an element of the City's physical plant to be incurred over a fixed period of several future years.

**Capital Outlay** - Expenditures relating to the purchase of equipment, land and other fixed assets which usually occur in a single fiscal year.

**Cash Flow** - A cash budget that projects the inflow, outflow, and net balance of cash reserves on a daily, weekly and monthly basis.

**Compensated Absences** - Employee absences for which employees will be paid (e.g., vacation leave, sick leave) based upon the terms of an approved memorandum of understanding or compensation and benefits plan.

**Cost Allocation Plan** - A tool to calculate and spread city-wide indirect cost to departments and funds that receive support services from other departments. Indirect costs are administrative in nature and incurred while providing a service to other departments in the City.

**Cost Recovery** - The establishment of user fees that are equal to the full or partial cost of providing services.

**Debt Service** - Principal and interest paid on bonds and notes.

**Debt Service Fund** - A fund used to account for the payment of debt service.

**Department** - A major administrative segment of the City that indicates overall management responsibility for an operation or a group of related operations within a functional area. (e.g. Public Works Department).

**Division** - An area of activity organized as a functional unit within a department. (e.g. Engineering, Water Operations and Street & Lagoon Maintenance Divisions within the Public Works Department)

**Encumbrances** - A budgetary technique for recording unperformed contracts for goods and services. Use of encumbrances restricts the balance in each fund so that total commitments (expenditures plus encumbrances) will not exceed appropriations.

**Enterprise Funds** - Funds used to account for business-like operations of a governmental agency that are funded by customer services charges. The enterprise funds include Water Utility operations and Wastewater Utility operations.

**Expenditure** - Utilization of fund resources. Expenditures include operating expenses, debt service and capital outlays.

**Expenditure Category** - A basis for distinguishing types of expenditures. The major expenditure categories used by the City are employee services, services and supplies, internal service charges, capital outlay and reallocations.

**Fiduciary Funds** - Fiduciary Funds are used to account for resources held by the reporting government in a purely custodial capacity.

**Fiscal Year** - A twelve-month time period signifying the beginning and ending period for recording financial transactions. The City has specified July 1 through June 30 as its fiscal year.

**Fund** - A set of separate, self-balancing accounts to account for resources that are used for a specific purpose based on regulations or limitations.

**Fund Balance** - The net worth of a fund, which is the difference between the assets and liabilities of a fund at any given point in time.

**General Fund** - The fund used to account for the major operating revenues and expenditures of the City, except for those financial resources required to be accounted for in another fund category. General Fund revenues are derived primarily from property and other taxes. This fund is the most flexible but also the most vulnerable to economic influences.

**General Obligation Bonds** - Bonds issued by a government entity with a tax levy on property located within the governmental boundaries in an amount sufficient to pay annual debt service on the bonds.

**Goal** - Broad mission statement that defines the purpose of a department, based upon the needs of the community.

**Grant** - A payment of money from one governmental unit to another, from a governmental unit to a not-for-profit agency or from a private foundation to a governmental agency. Grants are often earmarked for a specific purpose or program.

**Indirect Cost Allocation** - Using a Cost Allocation Plan, these are costs allocated by Support Departments (City Manager, City Council, City Attorney, Communications/City Clerk, Financial Services/City Treasurer, Human Resources) and administrative divisions to Line Departments (Community Development, Fire, Parks and Recreation, Police, and Public Works including Water and Wastewater Enterprises) and programs (e.g. BAERS, CalOPPS, etc.) who provide direct services to the public.

**Infrastructure** - Basic public investments such as streets, storm drains, water and wastewater lines, streetlights and sidewalks.

**Interest** - The amount paid for the use of money.

**Interfund Transfer** - The transfer of money from one fund to another in a governmental unit. Interfund transfers usually have to be approved by the governing body and are normally subject to restrictions in state and local law.

**Internal Service Funds** - A series of funds used to account for the services provided by one department to other departments on a cost reimbursement basis.

**Interim Financial Reports** - Quarterly or monthly comparisons of budgets with actual revenues and expenditures to date. These reports provide decision-makers with an early warning of potential expenditure overruns or revenue shortfalls.

**Line Item Budget** - A budget format in which departmental outlays are grouped according to the items that will be purchased, with one item or group of items on each line.

**Notes** - Short term promises to pay specified amounts of money, secured by specific sources of future revenue.

**Objective** - Desired output-oriented accomplishments that can be measured and achieved within a given time frame.

**Operating Budget** - A financial plan for the provision of direct service and support functions that provide basic governmental services. The operating budget contains appropriations for such expenditures as employee services, services and supplies, internal service charges, capital outlay and reallocations.

**Principal** - The face amount of a bond which the issuer promises to pay at maturity.

**Program** - A group of related activities performed by one or more organizational units for the purpose of accomplishing an objective.

**Public Hearing** - An open meeting which provides citizens with an opportunity to voice their views on the merits of proposals.

**Reserve** - An account used to designate a portion of the fund balance for a future use and is, therefore, not available for general appropriation.

**Resolution** - A legal and public declaration by the City Council of intent, policy or authorization.

**Revenue** - Increases in fund resources. Revenues include income from user fees, taxes, permits and other sources.

**Revenue Bond** - A bond on which the debt service is payable solely from the revenue generated from the operation of the project being financed.

**Special Revenue Fund** - A fund used to account for revenues legally earmarked for a particular purpose.

**Subsidy** - Supplemental resources provided to ensure adequate funding when anticipated expenditures exceed revenues.

**Tax Rate** - The amount of tax levied for each \$100 of assessed valuation.

**User Fees** - Fees charged to users of a particular service provided by the City.

## STRUCTURE OF THE CITY'S AND DISTRICT'S FINANCES

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Funds are the basic accounting and reporting entities in governmental accounting. The City/District uses the cash and encumbrance basis of accounting for budgetary purposes. Encumbrances lapse at year-end with the exception of Capital Improvement projects and debt service expenditures. The fund types that comprise the FY 2024-25 budget are grouped into three major categories, Governmental Funds, Proprietary Funds, and Fiduciary/Agency Funds. The purpose of the various funds within each category is described below:

### GOVERNMENTAL FUNDS

#### **GENERAL FUND GROUP (FUNDS 001-012)**

The General Fund group is used to account for all revenue and expenditures necessary to carry out basic governmental activities of the City/District that are not accounted for through other funds. Within the group, Funds 001 to 003 are the operating Funds which include activities such as police, planning, building inspection, engineering, recreation and community services, public works operation and maintenance, legal and administrative services and contracted fire protection and prevention. The remaining funds within the group have designated purposes (e.g. community benefits, facilities replacement, etc.). In FY 2020-21, Sustainable Foster City (Fund 012) was added to the General Fund Group. See Fund 125 for a description of the Sustainable Foster City Fund. The fund balance includes a minimum reserve equal to 50% (6 months) of annual budgeted operating expenditures as dictated by City Council / Estero Municipal Improvement District Board policy.

#### **SPECIAL REVENUE FUNDS**

Special Revenue Funds are used to account for revenues that are restricted by law or administrative action to expenditures for specified purposes. Special Revenue Funds used by the City/District are listed below:

*Traffic Safety Fund (Fund 101):* Revenues received by the City as its share of fines generated from violations of the State Motor Vehicle Code. Expenditure of these funds is restricted to traffic safety programs.

*Measure A Fund (Fund 102):* Revenues generated by a special one half cent sales tax that was approved by the voters of San Mateo County in 1988 and subsequently reauthorized by voters in 2004 for a period of an additional 25 years up to December 31, 2034. Expenditure of these funds is restricted to engineering construction and maintenance of City/District streets and transportation-related purposes.

*Gas Tax Funds (Fund 103); Streets and Highways Code Section 2030, 2103, 2105-2107.5):* Revenues apportioned to the City from State-collected gasoline taxes. Expenditure of these funds is restricted to engineering, construction and maintenance of City streets.

*Park In-Lieu Fees Fund (Fund 104):* Revenues received from residential property developers with which the City has negotiated fees, under the provisions of state law. Expenditure of these funds is restricted to new improvements of local parks and recreation amenities that benefit residents of the new development.

*Measure M (Fund 105):* Revenues generated by a special \$10 registration fee for each vehicle registered in San Mateo County for a period of 25 years that was approved by the voters of San Mateo County in November 2010. Expenditure of these funds is restricted to congestion mitigation programs (including roadway maintenance, pothole repairs, and traffic congestion management) and pollution mitigation programs (water pollution prevention).

*SLESF/COPS Grant Fund (Fund 108):* Revenues received from the State of California. Expenditure of these funds is restricted to funding personnel, equipment and program operating expenses associated



with supplemental law enforcement services such as anti-gang and community crime prevention programs, as well as traffic safety initiatives.

*CalOpps.org Fund (Fund 114):* Revenues and expenditures associated with a City-created public sector recruitment and applicant tracking website for the benefit of public employers. Expenditure of these funds is restricted to programs and services associated with the activities of this endeavor.

*Foster City Foundation (Fund 116):* From time to time, the City receives donations from individuals and organizations. The City is the administrator of those funds, which are donated for specific purposes by donors to fund various City programs, services, and/or improvement projects.

*SB1 Road Maintenance and Rehabilitation Fund (Fund 119):* In April 2017, Senate Bill (SB) 1, the Road Repair and Accountability Act of 2017, was enacted to provide funding to jurisdictions for road maintenance and rehabilitation and other types of transportation improvement projects.

*Low- and Moderate-Income Housing Fund (LMIHF Fund 122):* Created in recognition of the City's decision to become the successor housing agency to the former Foster City Community Development Agency that was dissolved on January 31, 2012 by the State's passage of ABx1 26 and subsequent ruling by the California Supreme Court upholding it. Revenues and expenditures associated with the rental and maintenance of the remaining City-owned six (6) affordable housing units, and loan repayments from the Metro Center Senior Housing project and the 1<sup>st</sup> Time Homebuyer Loan program are included in this Fund. Any other funds which are enacted through legislation and which are considered legally enforceable to be used exclusively for the provision of affordable housing in the community (e.g., affordable housing fees if enacted by the City Council, State legislation that may provide ongoing revenue sources for affordable housing) are also deposited into this fund.

*City Affordable Housing Fund (Fund 124):* Created in recognition of the dissolution of the former Foster City Community Development Agency that was dissolved on January 31, 2012 by the State's passage of ABx1 26 and AB1484, and the City Council's action by resolution to commit all of the approximately \$3.3 million in "boomerang" funds from the \$12.7 million that was swept by the State from the former Agency's housing funds for the purpose of funding affordable housing projects. Funds collected from the developer of the Foster Square Project on the City's formerly-owned 15-acre site adjacent to City Hall were also deposited into this fund, and a loan to Mid-Pen Housing, Inc. of \$4.75 million was made in FY 2014-2015. This fund differs from the LMIHF fund in that these funds are committed by action of the City Council and may, at the City Council's discretion, be uncommitted and used for other purposes.

*Sustainable Foster City Special Fund (Fund 125):* Created to support the implementation of the Sustainable Foster City plan, to achieve the vision to, "Sustain and Enhance the Quality of Life in Foster City." By policy direction, the City Council deposited approximately \$209,000 in "boomerang" funds from the \$809,000 that was swept by the State from the former Agency's non-housing or other funds. In addition, the City Council authorized a one-time transfer of \$258,100 in FY 2014-2015 from the General Fund. Additional General Fund transfers were also made in subsequent years to support economic and environmental sustainability initiatives. Effective FY 2020-2021, Sustainable Foster City has moved over to the General Fund group (Fund 012) as its funding sources no longer carry imposed spending restrictions.

*General Plan Maintenance Fund (Fund 128):* This fee was established as part of the FY 2011-2012 budget. The fee provides funding for the unreimbursed State mandated costs of updating and maintaining the City's General Plan, Title 15 Buildings and Construction Ordinance and Title 17 Zoning Ordinance Maintenance. The fee is collected at the time of building permit issuance and is based on the value of the application and provides a dedicated funding source for future General Plan updates and zoning and building code updates without relying on the General Fund.

*Construction and Demolition Recycling Fund (Fund 129):* The Construction and Demolition Fund was created in FY 2005-2006 as a result of the passing of the Construction and Demolition Ordinance (Chapter 15.44 Recycling and Salvaging of Construction and Demolition Debris, Title 15, Buildings and Construction) that same year. The ordinance requires that specific construction and demolition projects submit a Waste Management Plan as a condition of their building permit. The plan estimates the tonnage

of material that will be generated by the project, and demonstrates how the contractor will maximize recycling of debris and other waste generated from the project. The ordinance requires that a refundable deposit be submitted based on the estimate of the debris that will be generated during the project. As a condition of return of the deposit, the applicant must provide documentation demonstrating that a minimum of 50% of the debris generated from the project was diverted. For applicants that do not show proof of recycling or do not meet the 50% minimum diversion requirement, a portion of or the full deposit is forfeited. Per the Construction and Demolition Ordinance, forfeited deposits shall be turned over to a fund designated to further promote the development and expansion of recycling and waste reduction programs.

*Technology Maintenance Fund (Fund 130):* The City established a system wide fee in FY 2015-2016. Fees are collected to recover the costs and ongoing expenses of the City's new permitting system.

*SB 1186 Fee Fund (Fund 131):* Revenues collected comes from a four-dollar fee paid for the issuance or renewal of a business license and is used to increase disability access and to fund for costs associated with compliance with construction-related accessibility requirements. SB 1186 provides that the city or county may retain up to ninety (90) percent of the fees collected for related administrative costs and to provide training for inspectors as Certified Access Specialists (CAS). The remainder is paid to Division of the State Architect to maintain oversight of the CAS Program.

*Strong Motion Instrumentation Program (SMIP) Fee Fund (Fund 132):* The state of California passed the Strong Motion Instrumentation Act in 1972. The Strong Motion Investigation fee is paid by each applicant for a building permit, where square footage is added and is mandated by the Public Resources Code section 2705. SMIP Fund provides that the city or county may retain up to five (5) percent of the fees collected for related administrative costs. This remainder fee is remitted to the State of California to obtain vital earthquake data for the engineering and scientific communities through a statewide network of strong motion instruments.

*CRV Grant Fund (Fund 133):* The State's Beverage Container Recycling Payment Program offers grants to Cities and Counties to assist in the implementation of beverage container recycling and litter abatement projects.

*Curbside Recycling Fund (Fund 134):* On an annual basis, the Department of Resources Recycling and Recovery (Cal Recycle) makes curbside supplemental payment to operators of curbside and neighborhood drop-off programs for beverage container recycling. As a member of the SBWMA, and part owner/operator of the San Carlos Transfer Station, Foster City's annual revenue represents the curbside supplemental payment program's share of the volume of beverage containers reported to Cal Recycle by SBWMA's trash hauler, Recology. Per Public Resources Code 14549.6(a), expenditure of funds is limited to payment for activities related to beverage container recycling.

*Green Building Fees Fund (Fund 135):* On September 30, 2008, Governor Schwarzenegger signed SB 1473 into law. It took effect on January 1, 2009. The bill provides for the creation of the Building Standards Administration Special Revolving Fund, which is established in the State Treasury. Monies deposited in this fund come from a surcharge on both residential and nonresidential building permits. The bill requires that each city, county collect a fee from an applicant for a building permit, assessed at the rate of four dollars (\$4) per one hundred thousand dollars (\$100,000) in valuation, with appropriate fractions thereof, but not less than one dollar (\$1). SB 1473 provides that the city or county may retain up to ten (10) percent of the fees collected for related administrative costs and for code enforcement education. The remainder is paid to CBSC for deposit into the Building Standards Administration Special Revolving Fund.

*Measure W Fund (Fund 136):* In 2018, San Mateo County voters passed Measure W, a half-cent sales tax ballot measure providing the County with additional resources to improve transit and relieve traffic congestion. 50% of these sales tax revenues are administered by the San Mateo County Transportation Authority while the remaining 50% are administered by the SamTrans Board of Directors. The measure, which went into effect in July of 2019 provides funding for highway projects, local street repairs, grade

separations for Caltrain tracks that intersect local streets, expanded bicycle and pedestrian facilities, and improved transit connections

*Affordable Housing - Commercial Linkage Fees Fund (Fund 137):* In December 2016, the City Council adopted Ordinance 606, establishing Chapter 17.88, Affordable Housing Commercial Linkage Fee, which became effective in February 2017. Commercial linkage fees provide a mechanism for commercial development to pay fees to offset the impacts of the development on the need for affordable housing.

*Tenant Relocation Assistance Fund - (Fund 138):* In FY 2020-2021, the City established the Tenant Relocation Assistance Fund to fund programs, in partnership with Essex Properties to help minimize the impacts of expiring affordable housing covenants to the residents of Foster's Landing.

*Workforce Housing - (Fund 139):* The City of Foster City purchased 22 Workforce Housing Units 551—565 Pilgrim Drive and 1159 Triton Drive (Pilgrim Triton Phase C/Laguna Vista) in May 2022. The Workforce Housing Program is designed to help address the housing needs of first responders, public employees, and teachers in the very low, low, and moderate income households in order to make it possible for public servants to live near where they work.

*Equipment Replacement - Workforce Housing Reserves - (Fund 140):* Equipment replacement related billings to workforce housing units.

*SB 1383 Implementation - (Fund 141):* Based on guidance from CalRecycle, the SB 1383 Local Assistance Grant Program provides subsidized compost to encourage and expand the use of compost within our County with the end goal to expand the capacity for compost use within the County into the future.

*Park Facilities Impact Fee - (Fund 142):* In June 2022, the City Council establishing Chapter 3.50, Park Facilities Impact Fee, which became effective in August 2022. This fee will fund park, trail and recreation facility improvements necessary to accommodate growth.

*Public Safety Impact Fee - (Fund 143):* In June 2022, the City Council establishing Chapter 3.70, Park Facilities Impact Fee, which became effective in August 2022. This Fee will fund police and fire capital facilities and equipment (e.g. vehicles) necessary to accommodate growth.

*Transportation Impact Mitigation Fee - (Fund 144):* In June 2022, the City Council establishing Chapter 3.60, Park Facilities Impact Fee, which became effective in August 2022. This fee will fund needed additions and improvements to City's transportation infrastructure to accommodate future transportation volumes associated with the new development. These improvements will include infrastructure that supports both vehicles as well as transit, pedestrian, bicycle, and other modes.

*Local Housing Trust Fund - (Fund 145):* In February 2024, the City Council approved a resolution 2024-9 establishing Local Housing Trust Fund (LHTF) to enable the City to apply for matching funds from the California Department of Housing and Community Development (HCD) LHTF Program. The fund is established with dedicated sources of funding to include Commercial Linkage Fees collected pursuant to Foster City Municipal Code (FCMC) Chapter 17.88 and Below Market Rate Housing In-Lieu Fees collected pursuant to FCMC Chapter 17.90.

## **DEBT SERVICE FUNDS**

Debt Service Funds are used to account for payment of debt service of Governmental Funds. The City/District's has one Debt Service Fund as listed below:

*Levee Protection Planning and Improvements General Obligation Bond Fund (Fund 230):* The Levee Protection Planning and Improvements General Obligation Bond Fund accounts for the payment of debt service (principal and interest) on the City's general obligation bond debt used for financing up to \$90 million levee improvements costs.

## **CAPITAL PROJECTS FUNDS**

Capital Projects Funds are used to account for resources used for the acquisition and construction of capital facilities or major capital equipment, except for capital facilities financed by proprietary fund types. Capital Project Funds used at the City/District are listed below:

*Capital Investment - City Fund (Fund 301):* Revenues from City sources are used for development, construction or acquisition of approved capital projects funded by certain general obligation bonds, the sale of property, or other unrestricted revenue sources of the City. The fund balance includes a \$2 million emergency reserve.

*Capital Asset Acquisition and Replacement Fund (Fund 326):* Revenues from the sale of City property, including the sale of the City-owned 11 acre site formerly leased to the North Peninsula Jewish Campus in September 2012, are being deposited into this fund. Revenues from the sale of the City-owned 15 acre site to TNHC-HW Foster City, LLC were also deposited into this fund. By policy direction, assets in these funds may only be used for the acquisition or replacement of significant assets or capital improvements by 4/5<sup>th</sup> vote of the City Council, except for a limited duration transfer to the City General Fund of \$205,000 per year in FY 2012-2013, 2013-2014 and 2014-2015.

*Levee Project Fund (Fund 327 and Fund 328):* The Levee Project Fund is for the design and construction of Levee Protection Planning and Improvements Project (CIP 301-657).

## **PROPRIETARY FUND TYPES**

### **ENTERPRISE FUNDS**

Enterprise Funds are used to account for City/District operations that are financed and operated like private business enterprises. Use of this type of fund permits user charges to finance or recover the cost of providing the enterprise's services to the general public on a continuing basis.

Enterprise Funds used at the City/District are listed below:

*Water Enterprise Funds:* Activities associated with providing water services including construction and maintenance of water distribution systems. There are four funds associated with the Water Enterprise:

- *Water Revenue Fund (Fund 401)* - Accounts for all of the revenues and the operational and maintenance expenditures associated with the retail sale of water to customers.
- *Water Capital Investment Fund (Fund 405)* - Captures funds that are spent towards capital improvements to the Water system, funded through monies collected from ratepayers that go towards current or future capital improvement projects. It also holds equipment replacement, acquisition and funding from water revenues for replacement of equipment supporting water operations. The fund balance includes a \$2 million emergency reserve.
- *Water Equipment Replacement Fund (Fund 408)* - Funds held for the replacement and acquisition of water enterprise equipment.
- *Water Connection Fees (Fund 409)* - Funds held for the water connection fees collected and to be use in future Water CIP projects.

*Wastewater Enterprise Funds:* Activities associated with wastewater collection and treatment including construction of wastewater treatment plant facilities (shared with the City of San Mateo). There are eight funds associated with the Wastewater Enterprise:

- *Wastewater Revenue (Fund 451)* - Accounts for all of the revenues and the operational and maintenance expenditures associated with the wastewater collection system and treatment activities.
- *Wastewater Rate Stabilization Fund (Fund 453)* - Accounts for net revenues collected from the Wastewater Revenue Fund for debt service payments to be made by the Wastewater Long-Term Debt Fund and for cash funding of EMID's share of WWTP costs.
- *San Mateo-Foster City Public Financing Authority Loan Fund (Fund 454)* - The San Mateo-Foster City Public Financing Authority (SM-FC PFA) Loan Fund accounts for the payment of principal and interest on long term debt incurred for EMID's share of WWTP costs, including loan(s) from the San Mateo-Foster City Public Financing Authority.
- *Wastewater Capital Investment Fund (Fund 455)* - Captures funds that are spent towards capital improvements to the Wastewater Collection (sewer) system, funded through monies collected from ratepayers that go toward current or future capital improvement projects. It includes accounts for collection of wastewater system expansion fees for vacant parcels representing new developments that will be connected to the system. Funds are transferred to the Capital Investment Fund (above) where they are spent on Wastewater Collection (sewer) system expansion capital projects. The fund balance includes a \$2 million emergency reserve.
- *Wastewater Equipment Replacement Fund (Fund 458)* - Funds held for the replacement and acquisition of wastewater enterprise equipment.
- *Water Infrastructure Finance and Innovation Act (WIFIA) Loan Fund (Fund 459)* - The WIFIA program provide a long-term, low-cost loan for the District's Wastewater Treatment Plant Master Plan Improvements project (CIP 455-652). The Fund also accounts for debt service payments associated with the WIFIA loan and the 2021 revenues notes. At maturity, the revenue notes are to be repaid with the WIFIA loan.
- *Wastewater Connection Fee (Fund 460)* - Funds held for the wastewater connection fees collected and to be use in future Water CIP projects.
- *Wastewater State Revolving Fund/Other Bonds (Fund 461)* - The State Revolving Fund program provide a long-term, low-cost loan for the District's Wastewater Treatment Plant Master Plan Improvements project (CIP 455-652).

## **INTERNAL SERVICE FUNDS**

Internal Service Funds are used to account for the financing of goods and services provided by one department to other departments on a cost reimbursement basis. Internal Service Funds used at the City/District are listed below:

*Vehicle Replacement Fund (Fund 501):* Vehicle replacement, acquisition and maintenance service charges and the related billings to various departments.

*Equipment Replacement Fund (Fund 502):* Equipment replacement, acquisition and the related billings to various departments for non-Enterprise fund assets.

*Self-Insurance Fund (Fund 503):* Charges to the various departments for general liability and property insurance premiums, defense costs and related administrative costs.

*Information Technology Fund (Fund 504):* Information technology-related acquisitions, maintenance service charges and the related billings to various departments.

*Building Maintenance Fund (Fund 505):* Management, maintenance, janitorial service, and some capital replacement for all City/District buildings and building-related equipment.

*Longevity Recognition Benefits Fund (Fund 507):* Benefits paid to retired employees in accordance with benefit plans approved in labor contracts and/or compensation and benefits plans, funded by charges to operating departments based on salary costs.

*PEMHCA Benefits Plan Fund (Fund 508):* Benefits paid on behalf of retirees participating in the CalPERS' Public Employees' Medical and Hospital Care Act (PEMHCA) medical benefits plan.

*Compensated Absences Fund (Fund 509):* Vacation and sick leave benefits which have monetary value and must be paid out to employees upon separation of employment in accordance with the terms of an existing memorandum of understanding or compensation and benefits plan.

## **FIDUCIARY/CUSTODIAL FUNDS**

Fiduciary/Custodial Funds are used to account for resources held by the reporting government in a purely custodial capacity. The Fiduciary/Custodial Funds used by the City/District is listed below:

*Foster City Successor Agency Fund (Fund 604):* The Foster City Successor Agency Fund is a private-purpose trust fund that accounts for the accumulation of resources to be used for payments of recognized obligations of the former Foster City Community Development Agency that was dissolved on January 31, 2012 as a result of the passage of ABx1 26 by the State.

*San Mateo Consolidated Fire Department Custodial Fund (Fund 608):* Accounts for fire permit and plan check fees collected from construction permits that the City is holding for San Mateo Consolidated Fire Department.

**CITY OF FOSTER CITY  
ESTERO MUNICIPAL IMPROVEMENT DISTRICT**

**FIVE YEAR FINANCIAL PLAN  
For the Five Years ended June 30, 2029**



**CITY COUNCIL/DISTRICT BOARD**

Patrick Sullivan, Mayor / President  
Stacy Jimenez, Vice Mayor / Vice President  
Jon Froomin  
Sam Hindi  
Art Kiesel

**SUBMITTED BY THE CITY/DISTRICT MANAGER**

Stefan Chatwin

# FOSTER CITY COMMUNITY PROFILE

## Location

Foster City is located midway between San Francisco and San Jose on the western shoreline of the San Francisco Bay, east of U.S. 101, which provides convenient access to the San Francisco Airport and San Francisco to the north and Santa Clara County to the south. The City is bisected by State Route 92 (the J. Arthur Younger Freeway), which runs between Half Moon Bay to the west and Highway 880 to the east via the San Mateo-Hayward Bridge. The City encompasses 12,345 acres, of which 9,726 acres are part of San Francisco Bay and Belmont Slough, and 2,619 acres are land area.

## History

Foster City had its beginning as reclaimed marshlands devoted to dairy farming and evaporation ponds. At the turn of the 20th century, the approximately 2,600 acres of tidal marshes now occupied by Foster City were owned by Frank Brewer, and the land was called Brewer Island. Brewer eventually sold his land to the Leslie Salt Company and Schilling Estate Company.

During the late 1950's, T. Jack Foster, in association with Bay Area developer Richard Grant, purchased an option to acquire Brewer Island for the development of a complete community. In 1960, the California Legislature created the Estero Municipal Improvement District (EMID), the state's first such public agency. The District was granted most of the governing powers associated with an incorporated municipality, except the powers to zone and approve development and certain police powers. A board of three directors representing the two landowners governed the District.

Because San Mateo County retained the authority to approve development permits, T. Jack Foster prepared a master plan for the development of Brewer Island (Foster City) and submitted it to the County in 1961. The plan envisioned a self-contained community with a variety of housing types, waterfront lots and parks, an internal lagoon for drainage and public recreation, marinas, offices, stores, industry, and public services. The ultimate "buildout" was to include 11,000 housing units and a population of approximately 35,000. The Town Center, to be focused on an interior lake, was to include a combination of community and regional commercial services, offices, government agencies, entertainment establishments, and parks.





One of the more difficult aspects of the plan for the City was how to handle drainage in an area that was basically flat and at sea level. The engineering firm of Wilsey and Ham developed a plan to raise the surface level of the island four to five feet and to dig a central drainage basin area that also would serve as a runoff storage area. This drainage basin is now the Foster City Lagoon.

The County Board of Supervisors approved the Foster City plan in 1961, and groundbreaking for the first reclamation and development projects took place in August. Due to the extensive fill, compaction, and construction of facilities that had to precede any building, three years passed before the first homes were completed.

The Estero Municipal Improvement District was authorized to issue \$82,130,000 in bonds in order to finance the improvements necessary for development of Brewer Island (of which \$78,437,000 was issued). The bonds provided enough funding to build the lagoon, water system, sewer system, roads, bridges, and other necessary improvements.

By the end of 1964, 200 families had moved into Foster City. By 1966, the community had grown to 5,000 residents. The first public buildings constructed included the Corporation Yard in the early 1960's and the Public Safety Building (the former Fire Station) in 1965.

As the City developed, residents came to realize that their lack of representation on the EMID Board made it difficult to affect Board decisions on development and taxation issues. In early 1967, residents reached a compromise with T. Jack Foster and Sons to introduce legislation increasing the Board's size from three to five. Foster City residents would elect the two new directors. The legislation also contained a provision for eventual transition of the Board to full citizen representation by 1970, a year prior to the statutory deadline. At that time, the EMID Board began incorporation proceedings.

Foster City was incorporated in April 1971, with the newly elected City Council assuming the powers of the EMID Board. Nearly seven years after the first families moved to Foster City, residents gained full control over municipal governance.

In 1972, the City opened a new City Hall. In 1974, the Recreation Center opened in Central Park (now Leo J. Ryan Park) on the shores of the Lagoon. In 1976 the fourth and last of the bridges crossing the Foster City lagoon system was completed and it was named the Bicentennial Bridge. The Foster City Community Development Agency was formed in 1981 to assist the growth of the City. A new Police Station located at 1030 East Hillside Boulevard was dedicated in March 1985. The Recreation Center was remodeled and expanded in 1997. A new Library/Community Center building was also completed in 1997. The new Government Center with Fire Station, City Hall, and an addition to the Police Station was completed December 2002. The new Council Chambers was completed November 2003. The Teen Center (Vibe) moved from a temporary building to a permanent home by the Recreation Center in 2009. The Community Development Agency was dissolved by the State in 2012.

### **Government Services**

The Estero Municipal Improvement District and the City of Foster City provide governmental services to the citizens of Foster City. The members of the City Council serve as the policy-making body for both governmental agencies. City voters elect Council members to staggered terms of four years each. The City Council meets regularly on the first and third Mondays of each month at 6:30 p.m. in the Council Chambers at 620 Foster City Boulevard and may call additional special meetings. These meetings are televised on the City's government access station, FCTV Comcast Channel 27 or ATT Channel 99 and streamed on the FCTV website. All meetings of the City Council, Planning Commission and any committees are open to the public except when certain personnel matters and legal items are discussed.



Figure 2: Foster City Government Center

The City Council has appointed one commission and six Citizen Advisory committees to advise it on matters of special interest:

- Planning Commission
- Audit Committee
- Citizens Sustainability Advisory Committee
- Levee Bond Oversight Committee
- Parks and Recreation Committee
- Traffic Review Committee
- Youth Advisory Committee Planning Commission

#### City of Foster City

Foster City was incorporated on April 27, 1971 and is a general law city as established by California Government Code, Section 34102. It uses the Council-Manager form of government. A City Manager is appointed by the City Council to serve as Chief Administrative Officer who is responsible for overseeing personnel, developing the budget, proposing policy objectives, and implementing policies and programs adopted by the City Council. Eight departments and two contracted services report to the City Manager, which include:

- Five line departments, so-called because they provide direct services to the public: Community Development, , Parks and Recreation, Police, Public Works, and San Mateo Consolidated Fire (contracted service); and
- Five support departments, which primarily serve to support the efforts of the line departments: Administrative Services (consisting of the Information Technology and Human Resources Divisions), City Attorney/Legal Counsel Services (contracted service), City Manager, Communications/City Clerk, and Financial Services/City Treasurer.
- The Fire Department has transitioned to the San Mateo Consolidated Fire (SMC Fire) Department, serving Foster City, Belmont and San Mateo. This process took several years and was completed on January 13, 2019.

#### Estero Municipal Improvement District

As described in the History section, the Estero Municipal Improvement District (EMID) was created in 1960 and granted most of the governing powers associated with an incorporated municipality. EMID sold bonds to finance the major improvements needed for development of the City. EMID provides water and

sewer service to Foster City and water service to Mariner’s Island and is a separate legal entity with the City Council serving as its Board of Directors. The last of the EMID bonds was paid off on August 1, 2007.

### **Cultural**

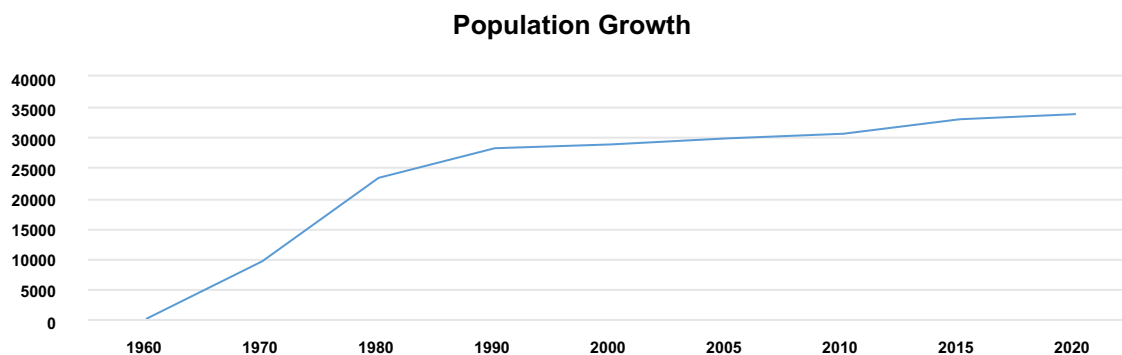
The Parks and Recreation Division offers a variety of cultural activities in the form of special events throughout the year. Leo Ryan Park serves as the backdrop for many events that provide the community exposure to culture and the arts in all its forms. One of the most widely attended events for all ages and backgrounds is the very popular annual Summer Concert Series at Leo Ryan Park. The Summer Concerts provide free family-friendly evenings in the beautiful outdoor amphitheater. The Fourth of July Celebration is an all-day event co-sponsored by the Lions Club that includes fireworks, family games, food, demonstrations, and other activities.

The Department also hosts several events specifically for Foster City residents. In August, a Family Overnighter is held at Boothbay Park. This popular event features a fun-filled evening of games, songs and camping.

In May of 2018, it was decided by the City Council that the City would host an annual “City Birthday Party.” The inaugural City event is called “Summer Days” and includes live entertainment, traditional carnival/amusement rides & games, on-site food trucks, craft beer tastings, art/craft exhibits (by local artists and SF Etsy), in addition to activities and information booths by our local community groups. This special event for the City, created by City staff is the ultimate birthday celebration and wrap up to a fun-filled summer of Parks and Recreation programs.

### **Population**

Foster City was virtually undeveloped in 1961 but experienced major growth in the 1970’s and grew at a slower pace during the 1980’s and 1990’s. The original Master Plan estimated a population at buildout of 35,000. The City’s population was determined to be 30,567 by the 2010 US Census. The most recent estimate by the California Department of Finance is 33,056 as of January 1, 2021.



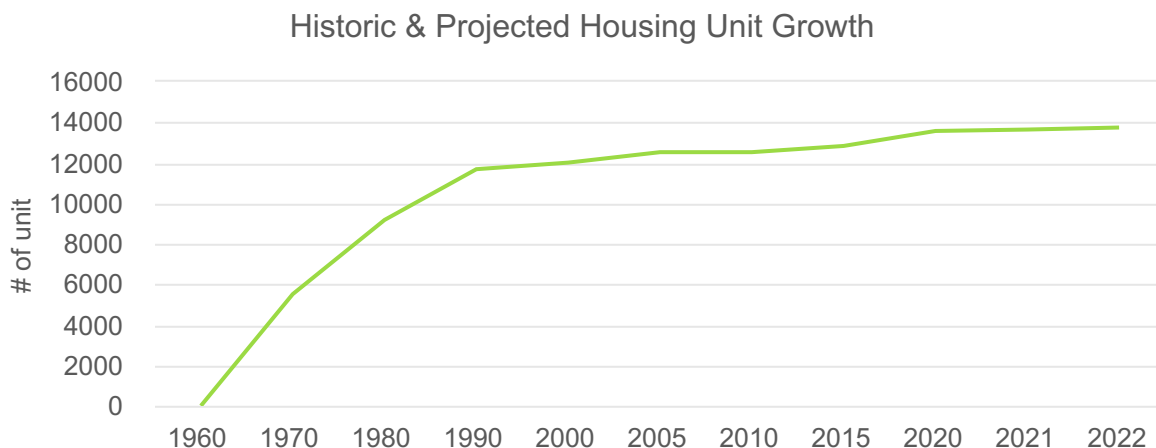
## Housing

As of January 1, 2023, the City has 13,796 housing units.

The housing stock of Foster City is aging, with 85% of units built between 1960 and 1999. In recent years, most housing produced in the region and across the state consisted of single-family homes and larger multi-unit buildings. In Foster City, 33% of housing units are in complexes of 10 or more units, 36% are detached single family homes, and 19% are attached single family homes. The remainder are in buildings of two to nine units. However, there is new interest in “missing middle housing” – including duplexes, triplexes, townhomes, cottage clusters and accessory dwelling units (ADUs), and the State of California has created new regulations that make building ADUs easier for homeowners. These housing types will likely result in more options across incomes and tenure, from young households seeking homeownership options to seniors looking to downsize and age-in-place.

In the last ten years, Foster City has seen the development of several large apartment buildings and commercial development, including Foster Square, a mixed-use commercial project including 155 assisted living units (including 24 memory care units), 66 below market rate apartments and 200 for-sale units along with up to 35,000 square feet of commercial, and the Pilgrim-Triton developments that included The Plaza, The Triton, 100 Grand, Laguna Vista, and 501 Pilgrim Drive, the 22-unit workforce housing development purchased by the City in 2022. In all, when the remaining units under construction at Laguna Vista are completed, these Pilgrim Triton developments have provided 805 new housing units, of which 163 are below market rate units. The City’s new workforce housing development includes eight rent-restricted units, and 14 income and rent restricted units. The workforce housing units have a preference priority for first responders and city employees and two of the units are fully accessible for those with disabilities.

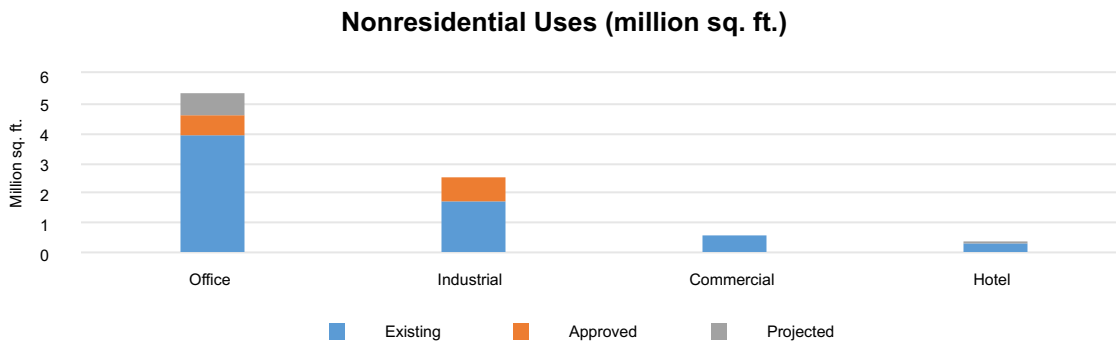
With the adoption of the Housing Element in 2023, the number of housing units in the City of Foster City is expected to grow between 2023 and 2031, and the City anticipates growth in the number of ADUs due to streamlining in state regulations. In addition, the City anticipates an increase in the rehabilitation of older units as the bulk of the housing stock continues to age. The City’s Regional Housing Needs Assessment calls for the addition of 1,896 new housing units between 2023 and 2031.



## Land Use

The benefits of providing a balance of land uses that serve a wide range of community needs have been recognized since the first Foster City Master Plan. Although construction during the early years of Foster City was largely residential, the City has actively pursued commercial and research and development uses over the past twenty years to achieve a more balanced mix of uses. Commercial, office, and industrial development provide a healthy and stable tax base as well as job opportunities within the City.

Existing non-residential building stock includes 3.9 million sq. ft. of office, 1.8 million sq. ft. of industrial/ research and development, and 0.6 million sq. ft. of commercial and 630 hotel rooms.



The amount of residential and non-residential development is expected to increase over the next several years as older properties are redeveloped and the few remaining vacant sites are developed. Furthermore, the pandemic is expected to further change commercial development patterns within the City, as trends such as employees working from home affects office uses.

On November 2, 2023, Planning Commission approved a Use Permit for the demolition of an existing office building and construction of a new 190,000 square foot (SF) Research and Development building, subject to Conditions of approval, located at 331 Lakeside in the South Campus of the Gilead Sciences Integrated Campus Master Plan (UP2023-0079).

On November 16, 2023, Planning Commission approved a Use Permit to demolish the existing one-story Recreation Center and construct a new 40,000 SF two-story recreation center in approximately the same location, subject to Conditions of Approval, located at 650 Shell Boulevard (UP2023-0003).

### Shopping

Foster City has a total of five (5) retail shopping centers – three (3) neighborhood commercial centers (Edgewater Place, Marlin Cove, and Beach Park Plaza) and two (2) regional-serving areas: The Marketplace along East Hillsdale Boulevard and the area along Metro Center Boulevard that includes Costco Wholesale and the former Orchard Supply Hardware. In addition, there are retail spaces in new mixed-use developments including Chess Retail Center, Foster Square, Pilgrim Triton and Parkside Towers.

Several of the shopping centers have redeveloped over the years to meet the needs of the community (e.g., Port O' Call redeveloped into Miramar Apartments, Marlin Cove redeveloped into a mix of commercial and housing).

On November 3, 2016, the San Mateo-Foster City School District (District) entered into a School Conveyance Agreement (Agreement) to purchase Charter Square Shopping Center from the Chang Income Property Partnership, LP (Owner) to build a school facility on the property by Westlake Urban, LLC (Developer). The school opened in fall 2021.

Orchard Supply Hardware closed in 2018. No new tenant or use of the site has been the subject of any applications as of March 2024.

### **Jobs**

During the initial stages of Foster City's development, new growth was mainly residential or residential-serving in nature. Since 1980, several major commercial and research and development uses have been completed, adding a substantial daytime work force population to the City and providing employment opportunities to Foster City residents. The largest employers as of June 2023 are indicated in the accompanying table.

<i>Principal Employers</i>	<i>No. of Employees</i>
Gilead Sciences	7,167
Zoos	1,401
Visa	1,154
Peninsula Jewish Community Center	300
Qualys Inc.	285
Quinstreet Inc.	284
CSG Consultants Inc.	221
Exabeam Inc.	202
Crowne Plaza Foster City	180
Randstad Professionals US LLC	163

Source: Foster City Business License Data

Based on the Foster City's 2023 business license records, businesses in Foster City employ approximately 13,453 persons. Another source, Census on the Map from the US Census Bureau, estimated 28,028 primary jobs in Foster City in 2021. Using the Census of the Map estimate and adding the estimated increase in office, industrial and retail space, total employment in Foster City, in the year 2025 is projected to be approximately 33,938 persons. In comparison, Projections 2040, published in 2018 by the Association of Bay Area Governments/Metropolitan Transportation Commission (the latest forecast by an independent source) projected total jobs in Foster City at 33,435 in 2025 and 35,250 in 2035. The accelerated development occurring in Foster City over the past 5 years has allowed the local job market to grow beyond expectations.



### **Education**

The community is served by various private and public educational facilities. From a public education perspective, Foster City is served by the San Mateo-Foster City School District (elementary), the San Mateo Union High School District (high school), and the San Mateo Community College District (community college). There are eight private preschools, four public and three private elementary schools, one private and one public middle (junior high) school in the city limits. High school students are assigned to one of the public high schools in the District, or may choose from a variety of private high school institutions in the nearby area. The elementary schools and high schools serving Foster City youth continue to be highly ranked in educational achievement statewide. Finally, there are a variety of public and private colleges and universities within 40 miles of Foster City.

### **Recreation**

Foster City prides itself on the wealth of recreational amenities and activities provided to the community. Foster City has one of the highest ratios of park acreage to population in the nation, boasting more than 100 acres of park and open space land including bike paths, dog exercise areas, a lighted softball field, soccer and youth baseball fields, tennis courts, pickleball courts, basketball courts, volleyball courts, picnic facilities, and a wildlife refuge. Leo J. Ryan Park, encompassing eight (it is 21 acres from Vibe to the beach) acres overlooking Central Lake, is home to the gazebo, amphitheater, stage area, and the William J. Walker Recreation Center. The City has constructed synthetic turf fields at Sea Cloud Park, Catamaran Park, Edgewater and Port Royal Park to provide recreational amenities for soccer and baseball/softball players during all weather conditions and in an effort towards water conservation. In 2015, the City constructed two new parks - Bridgeview Park and Shorebird Park. Shorebird Park includes sculptural art pieces and the City's first outdoor Fitness Court. Additionally, the City rebuilt one existing park (Baywinds Park) previously known as Windsurf Park, a popular area for kiteboarding and windsurfing. The City's lagoon system offers more than 200 acres of surface area, winding five miles throughout the City, for sailboat and windsurfing enthusiasts.

The City's Parks and Recreation Department offers a wide variety of classes year-round including creative arts, sports, and fitness programs for children, teens, adults and seniors. Foster City has started the process to rebuild the Recreation Center, with construction taking place in Fall 2024. "The Vibe" Teen Center hosts activities for youth and teens, including a skateboard park. Active sports enthusiasts can join any number of organized team sports, including basketball, softball, soccer and volleyball. The City offers reservable space at the Community Center and the Vibe for parties, meetings, and events. During the rebuilding of the Recreation Center, there will be temporary modular units available for rental for programs and meetings.

The Foster City Library (a branch of the San Mateo County Library) is located in the Civic Center complex at 1000 East Hillsdale Boulevard. This library building includes 18,500 sq. ft. of library space and the 9,000 sq. ft. Community Center.

## ***Climate Action***

Foster City maintains the levee along the Bayfront. The Levee provides protection from flood hazards and storms. It also provides recreational uses for the community and serves as a main link to the Bay Trail. The Federal Emergency Management Agency (FEMA) conducted a coastal flood hazard study in 2014, which determined that roughly 85% of the City's levee system does not meet FEMA requirements. FEMA granted Foster City a temporary "seclusion mapping" designation in 2015 to remain classified as Zone X, so long as progress was made to address the deficiencies of the levee. The City retained a consultant to design improvements so the levee once again meets FEMA standards. An Environmental Impact Report for the Levee Project was adopted on May 8, 2017. In order to maintain FEMA accreditation and keep Foster City properties out of the flood zone, the City Council placed Measure P, a bond measure to fund levee improvements, on the June 5, 2018 ballot. The measure was approved and will provide funds to strengthen the levee to meet FEMA standards, keeping Foster City properties out of the flood zone and allowing residents to avoid mandatory expensive flood insurance. Levee improvements would not only allow Foster City to maintain FEMA accreditation, but also protect essential city services during storms and from earthquake damage. All regulatory permits were obtained and a construction contract was awarded on July 20, 2020 with construction starting in earnest in September 2020. The levee was re-opened in phases with Phase 1 opening in March 2023, Phase 2 opening in August 2023, and Phase 3 opening in October 2023. Substantial completion was issued on October 6, 2023, with final completion being achieved in February 2024.

The City has a climate action plan to address challenges that climate change will bring to the community. The Climate Action Plan describes climate change effects and prescribes measures to mitigate its negative impacts. By addressing potential issues arising from climate change impacts, the City will better adapt to changing conditions and can protect general community welfare.

The City approved a Climate Action Plan ("CAP") in January 2016 that contained strategies to achieve 15 percent GHG emissions reduction below 2005 levels by 2020 and 20 percent below 2005 levels by 2025, which the City achieved in 2017. The 2016 CAP needs updating to incorporate revised GHG reduction goals that align with new State targets, identify specific measures to achieve GHG reductions, and suggest strategies for future adaptations of climate action planning.

The City began updating its Climate Action Plan in 2022 by hiring a community engagement consultant and establishing a permanent Citizens Sustainability Advisory Committee. Led by City Staff, the CAP Team conducted extensive community outreach and engagement throughout 2023. Engagement included workshops, direct engagement focus groups, targeted emails, a sustainability website, and other opportunities for the Foster City community to engage in the Climate Planning Process. Staff completed a draft of the CAP in November of 2023. City Council was presented with the draft of the Climate Action Plan Update in the Spring of 2024, with public comment occurring afterward. The City expects to complete this update of its CAP by the end of fiscal year 2023-2024.



## **FIVE-YEAR FINANCIAL FORECAST (FY 2024-25 to FY 2028-29)**

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The fiscal stewardship exercised by the City Council and its staff is manifested through developing prudent and effective long-term financial strategies and making appropriate financial decisions. Over the years, the City built up reserves in its General Fund (Funds 001 to 003), Capital Improvement Funds, Internal Service Funds, and in its Enterprise operations to ensure that the services and infrastructure required to allow the community to thrive are provided the necessary financial resources. These policies and actions help ensure the long-term financial stability of the City.

The last several years have been somewhat of a roller coaster with the U.S. economy surging from a GDP contraction of 3.4% in calendar year 2020 to a 5.9% and 2.1% expansion in 2021 and 2022 respectively. Similarly, the nations unemployment rate swelled from 4.4% in March 2020 to 14.8% in April 2020 and has since declined to 3.9% in April 2024. Driven by the Federal Reserves' monetary goal of essentially flooding the U.S. with cash by lowering the Fed Funds rate to near zero as a means of stimulating the economy during COVID-19 crisis, borrowing rates sank to historic lows. Unfortunately, combined that with a low labor supply, a 20-year high "quit rate", international political problems, and surging commodity prices, inflation became the new issue. As such, costs to operate the City continues to be impacted by supply chain issues, a lack of both the quality and quantity of job applicants which has resulted in a much longer cycle time to fill staff vacancies, and higher labor and supplies and services costs. Meanwhile, while the City has seen recovery for most of its key revenues that were impacted by the COVID-19 pandemic, transient occupancy tax (TOT) revenues are still expected only reach \$4.15 million by the end of the current fiscal year, which is still \$0.24 million behind its \$4.39 million level in FY 2018-19.

The five year financial plan for FY 2024-25 through FY 2028-29 indicates General Fund (Funds 001 to 003) annual structural deficit of \$5.58 million, \$6.62 million, \$8.53 million, \$8.87 million, and \$9.82 million respectively.

During and after the "Great Recession" of December 2007 to June 2009, the City's primary fiscal goal could be best summarized in one simple statement: solve the General Fund structural deficit. The City erased an original \$5 million deficit identified in early 2010 even amidst rising pension costs and the loss of the City's largest sales tax generator at the end of 2012. It took until FY 2013-14 before the City's General Fund showed a balanced budget. The City's management team will once again be tasked with finding solutions to resolve the anticipated General Fund structural deficits forecasted for the next 5 years.

The five-year forecast for the General Fund is a financial planning tool to understand multi-year budgetary impacts in the context of economic conditions, planned and potential development, revenue changes, compensation adjustments, and Capital Improvement Program (CIP) funding. Property tax, real property transfer tax, sale tax, transient occupancy tax, building and planning permits, and charges for services are all included in the five-year forecast. Although the City has had many new development projects break ground over the past several years (e.g. Pilgrim Triton, 100 Grand, The Triton, Foster Square, various Gilead Sciences campus expansions, TownePlace Suites hotel, Pilgrim Triton Phase C for 70 townhouses and 22 Foster City owned workforce units, etc.), only three new projects are included in the 5-year financial plan. They consist of Biomed Realty - Phase II at Lincoln Center Drive and the redevelopment of Lantern Cove and Schooner Bay multi-family housing complexes. While not included in the 5-year financial plan, several potential development projects, including Chess Hatch development and housing at 1601 Beach Park Boulevard could move forward over the next few years.

Since FY 2019-20, San Mateo County has experienced annual Property Tax in lieu of Vehicle License Fees (VLF) shortfalls. Historically, the State has made counties and cities whole by reimbursing in-lieu

VLF shortfalls through a special appropriation in the State budget. This appropriation ensures that all counties and cities receive their full in-lieu VLF payment required by law. An appropriation to cover the County's shortfall for FY 2022-23 was not included in the FY 2024-25 Proposed State Budget, which is the first time the state has failed to include a backfill of these revenues since the passage of Proposition 1A in 2004. The County, on behalf of itself and its 20 cities, has continued to advocate with the State's legislative leaders to include the backfill in their version of the FY 2024-25 state budget. The City's budget assumes, for the first time, that the State will not provide the VLF backfill to the County and the City. If the State's final fiscal year 2024-25 budget excludes the backfill, the estimated loss to Foster City is approximately \$1.04 million. In addition, as of March 20, 2024, the County's projected VLF shortfall for fiscal year 2023-24 is \$2.27 million. City staff will continue to monitor the VLF shortfall issue closely.

In FY 2021-22, the Human Resources Department initiated a citywide classification and compensation study which was completed in May 2023. The study found the City's base salaries, overall, in comparison to the market average were 6.2% below the market. On June 5, 2023, the City Council ratified a 3-year Memorandum of Understanding (MOU) with the POA effective July 1, 2023. A 3-year Management Compensation and Benefits Plan was also approved on June 20, 2023. Under these agreements, each group will receive an annual COLA based on the local CPI-U with a floor and ceiling of 3% and 5% as well as flexible benefits adjustments each January 1 based on the percentage increase in the CalPERS Kaiser HMO Basic Premium. These increases will likely help with staff retention and recruitment in the current tight labor market. Lastly, In January 2024, an agreement was signed with the AFSCME unit for the July 1, 2023 through September 8, 2024 term, approving a cost of living adjustment (COLA) of 5% retroactive to July 1, 2023. Currently, negotiations are in progress between the City and AFSCME unit for the next labor agreement term, but no agreement have been reached yet.

The forecasted General Fund employer pension costs over the 5-year financial plan is \$10.80 million for FY 2024-25; \$10.96 million for FY 2025-26; \$11.54 million for FY 2026-27; \$11.37 million for FY 2027-28; and \$12.33 million for FY 2028-29. The 5-year forecast of pension costs is provided below.

All Dollar Amounts in Thousands	Fiscal Year					
	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>General Fund Contributions</b>	\$9,431	\$10,796	\$10,962	\$11,537	\$11,368	\$12,334
<b>General Fund Spending</b>	\$59,402	\$61,771	\$62,105	\$64,354	\$65,487	\$67,989
<b>Contribution Cost as % of General Fund Spending</b>	15.9%	17.5%	17.7%	17.9%	17.4%	18.1%

In November 2018, the City Council formed a Pension Subcommittee to discuss strategies toward the City's long-term pension obligations. The City Council authorized a \$3.48 additional discretionary payment (ADP) in June 2019 and another \$7.5 million ADP in June 2021.

After considering the multiple variables in developing the City's budget, including those identified above, the 5-year General Fund financial plan can be summarized in the table below.

**City of Foster City, California**  
**General Fund (Fund 001 to 003)**  
**Five Year Financial Plan FY 2024-25 to FY 2028-29**

	Projected		Forecast			
	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>Total Revenues</b>	\$61,468,046	\$61,937,388	\$61,236,865	\$61,577,015	\$62,366,864	\$63,915,360
<b>Projected Expenditures</b>	\$59,402,377	\$61,771,027	\$63,372,199	\$65,667,092	\$66,823,620	\$69,376,144
<b>Less: Projected Annual Expenditure Savings of 2%</b>	\$0	\$0	(\$1,267,400)	(\$1,313,300)	(\$1,336,500)	(\$1,387,500)
<b>Net revenues over (under) expenditures before transfers</b>	\$2,065,669	\$166,361	(\$867,934)	(\$2,776,777)	(\$3,120,256)	(\$4,073,284)
<b>Net Transfers In (Out)</b>	(\$6,000,000)	(\$5,750,000)	(\$5,750,000)	(\$5,750,000)	(\$5,750,000)	(\$5,750,000)
<b>Net Increase (Decrease) in Fund Balance</b>	(\$3,934,331)	(\$5,583,639)	(\$6,617,934)	(\$8,526,777)	(\$8,870,256)	(\$9,823,284)
<b>Opening Fund Balance</b>	\$58,199,969	\$54,265,638	\$48,681,999	\$42,064,065	\$33,537,288	\$24,667,032
<b>Ending Fund Balance (Reserves)</b>	\$54,265,638	\$48,681,999	\$42,064,065	\$33,537,288	\$24,667,032	\$14,843,748
<b>Reserve Balance as % of Next Year's Operating Expenditures</b>	87.8%	78.4%	65.4%	51.2%	36.3%	21.4 %

Based on the City's 15-year Capital Improvement Program analysis that was presented to the City Council on March 25, 2024, the annual transfer recommended from the General Fund is \$5.75 million.

The City's Internal Service funds are well funded and are providing some one-time relief for the General Fund's FY 2024-25 deficit in the form of a \$511,669 funding "holiday" from the General Fund to the Compensated Absences Fund and a \$376,653 reduction from the General Fund to the Vehicle Replacement Fund due to its respective surplus Fund Balances. The District will continue work on the jointly owned Wastewater Treatment Plant (WWTP) with the City of San Mateo. The District and San Mateo, through its jointly established San Mateo-Foster City Public Financing Authority (SM-FC PFA) have completed multiple financings including the issuance of 2019 Wastewater Revenue Bonds, 2021 short-term revenue notes to be taken out by a 2025 approved Water Infrastructure Finance and Innovation Act (WIFIA) loan, and a State Revolving Fund (SRF) Loan. The District share of the total financing is \$137.6 million, with a remaining \$26.8 million from the Wastewater Enterprise's working capital. Debt service payments for the project are supported by a 5-year rolling wastewater rate adjustment plan. In June, 2017, 14.25% annual rate increases were approved for FY 2017-18 to FY 2021-22. This was followed by an additional 14.25% rate increase for FY 2022-23 approved in June 2018, a 10% rate increase for FY 2023-24 approved in June 2019 (to be reduced to 3% based on the March 2023 rate analysis performed by our consultant), and a 2% rate increase for FY 2024-25 approved in June 2020.

The City commenced construction on its Levee Protection Planning and Improvements Project (CIP 301-657) in FY 2020-21. In March 2018, the City Council authorized a June 5, 2018 ballot measure (Measure P) to issue up to \$90 million of General Obligation (GO) Bonds to fund this project. The measure passed with over 80% support. In August 2020, the City issued \$85 million of GO bonds for the project. Earlier in the calendar year 2023, the City Council gave direction for staff to initiate work to issue the remaining \$5 million of GO Bonds plus to add an additional \$5 million from the City CIP Fund to the project, bringing the revised project appropriation to \$95 million. The additional \$5 million GO bonds financing was completed in July 2023. The City celebrated the completion of Levee project by holding a ribbon cutting ceremony in February 2024. In early 2022, the City Council appropriated \$36 million from the Capital Asset Acquisition and Replacement Fund and \$19 million from General Fund Reserves for a \$55 million built-to-budget Recreation Center Replacement Project.

## **City of Foster City**

### **Summary of Key Assumptions Used in Preparation of the Five-Year Financial Plan for the Five Years Ended June 30, 2029**

The City of Foster City's Five-Year Financial Plan covers the five-year period ending June 30, 2029. The analysis makes key assumptions that, based on historical trends and current information received from various sources, are considered relevant sources of information. However, there is unpredictability caused by high inflation, high interest rates due to central bank's money tightening, potential credit contraction due to the banking turmoil after the failure of Silicon Valley Bank in March 2023, and continued labor shortage. The sources used in preparing these assumptions are:

- Consumer price index adjustments from the Bureau of Labor Statistics
- Residential property value trends from the San Mateo County Association of Realtors
- Consumer spending and interest rate trends as compiled by the Federal Reserve Bank
- Property assessment valuations from the County Assessor's office
- Anticipated commercial and residential developments in the City through the Community Development Department
- Unemployment rates from the Bureau of Labor Statistics and the California Employment Development Department
- Projected investment returns from the City's investment portfolio
- Availability of Federal and State Grants
- Pending and current legislation affecting local government revenues and costs
- Known one-time revenues and expenditures

#### **Overall Economic Forecast**

The City is projecting volatility for several revenue streams. Transient occupancy tax revenues in Foster City has improved since the COVID-19 pandemic. Higher interest rates has had multiple impacts as the City's investment income has expanded but so has the cost of service and supplies as well as supply chain disruptions. The challenging labor market marked by the great resignation, hybrid work expectations, wage inflation continues to impact businesses operations and the cost of doing business. Strong property tax revenues, better than expected transient occupancy tax, sales tax, and recreation program recovery are anticipated to generate a better than originally expected (\$3.93) million General Fund (Funds 001 to 003) deficit in FY 2023-24 and reducing reserves to \$54.27 million, or 87.8% of FY 2024-25 General Fund expenditures and safely above the City Council's reserve policy level of 50.0%. However, with the strong improbability of the payment by the State of Property Taxes in-lieu of VLF shortfall and higher employee services and operating costs, a \$5.58 million structural deficit is projected for FY 2024-25 and drop the reserve level down to \$48.68 million or 78.4% of projected FY 2025-26 expenditures. The City Council provided direction for the City Manager to use General Fund reserves to address the FY 2024-25 General Fund budget shortfall and for him to develop strategies to address subsequent years' deficits. The City Manager has indicated such strategies may include additional or updated revenue opportunities, cost recovery measures, and operational efficiencies.

#### **Revenue Assumptions**

Assumptions made in determining significant revenue amounts are listed below:

Development (discussion of each project can be found in the Land Use section earlier in this budget book)

The following are current projects:

- Family Dental - An expansion of Family Dental is anticipated to be completed in calendar year 2025.
- Biomed Realty (partial FY24-25)- Phase II at Lincoln Center Drive

- 388 Vintage Park Drive - 95,931 gross square feet life science building
- Gilead - 175,000 square feet New Research Center #331
- Century Plaza - outdoor pavilion and R&D/office use at 1065 East Hillsdale

The following new projects have been included in the forecast:

- Biomed Realty (partial FY 25-26) - Phase II at Lincoln Center Drive
- Lantern Cove apartments - Redevelopment
- Schooner Bay apartments - Redevelopment

The following projects have not been included in the revenue forecast:

- 1601 Beach Park Boulevard - proposed housing project.
- Chess Hatch - redevelopment of the existing single-story commercial properties along Chess Dr. near Hatch Dr.

### Property Taxes

- Over the past fourteen years from FY 2009-10 to FY 2022-23, property tax revenues (excluding ERAF refunds) grew annually in the range of 2.5% to 22.3%. Under the provisions of Proposition 13, County Assessors make increases to their assessment rolls based on an inflation factor, the California Consumer Price Index (CCPI), not to exceed 2 percent. The inflation factor used for FY 2024-25 will be 2%. Based on preliminary assessed values tracked by the San Mateo County Assessor's Office, the City is projecting FY 2024-25 property tax revenues to increase 3.20% to \$35.48 million from its fiscal year 2023-24 estimate of \$34.38 million. In the five-year financial plan, the City has forecasted a 2.5% increase in property tax revenues for FY 2024-25 through FY 2028-29 plus additional property taxes from the completion of development projects.
- Staff will continue to estimate Excess ERAF revenues conservatively (\$2.80 million for FY 2024-25) in deference to the availability of Excess ERAF refunds to cities and other taxing entities. This cautious approach is based on the history of State's propensity to look for local agency takeaways during challenging financial times.

### Property Tax in lieu of Vehicle License Fees (VLF)

- The County has incurred 5 consecutive VLF shortfalls since FY 2019-20. Historically, the State has made counties and cities whole by reimbursing in-lieu VLF shortfalls through a special appropriation in the State budget. This appropriation ensures that all counties and cities receive their full in-lieu VLF payment required by law. An appropriation to cover the County's shortfall for the fiscal year 2022-23, was not included in the FY 2024-25 Proposed State Budget, which is the first time the state has failed to include a backfill of these revenues since the passage of Proposition 1A in 2004. The County, on behalf of itself and its 20 cities has continued to advocate with the State's legislative leaders to include the backfill in their version of the FY 2024-25 state budget. The budget assumes that the State will not provide the VLF backfill to the County and the City. If the State's final FY 2024-25 budget excludes the backfill, the estimated loss to Foster City is approximately \$1.04 million. In addition, as of March 20, 2024, the County's projected VLF shortfall for fiscal year 2023-24 is approximately \$2.27 million for the City.

### Sales & Use Tax

- The City suffered a \$1 million annual loss in its sales tax revenues in FY 2012-13 when the largest sales tax producer shifted its sales operations to its other corporate facilities. Since then, sales tax revenue growth has been marginal, but is expected to exceed pre-pandemic level of \$3.67 million. Staff is projecting a 4.3% increase to \$4.10 million in FY 2024-25 compared to a projected \$3.93 million in FY 2023-24. It should be noted that inflation is one of the key factors resulting in higher sales tax revenues

### Transient Occupancy Tax (TOT)

- The City has a transient occupancy tax of 12% and there are three hotels -- Crowne Plaza, Marriott Courtyard, and TownePlace Suites in the City. As one of the City's most elastic revenue sources, recovery was initially slow but has since accelerated as revenues for FY 2020-21 plummeted to \$992,616 from \$4.39 million in FY 2018-19 before rebounding to \$3.44 million in FY 2022-23 and climbing to an estimated \$4.15 million for the FY 2023-24. Based on current economic trends, Staff has projected \$4.70 million in FY 2024-25.

### Business License Tax

- The Business License Tax Ordinance was updated in November 2013 based on voter approval. The increased minimum tax and maximum revenue caps upon which the tax is calculated was phased in over a 3-year period from calendar year 2014 to 2016. The current tax rate is 0.075% with a gross receipts cap of \$39,196,000 for a maximum tax of \$29,397 for calendar year 2024. The gross receipts cap is adjusted annually based on inflation. FY 2023-24 revenues are estimated at \$1.74 million and climbing to \$1.89 million in FY 2024-25, slightly ahead of the FY 2018-19 level of \$1.76 million. The City had previously considered an increase in the gross receipts cap for a potential November 2022 ballot measure, but decided to revisit it for the November 2024 election cycle.

### Investment Earnings

- With the multitude of Federal Reserve rate hikes since March 2022, staff has retained its investment returns assumption to 3.5% for FY 2024-25 while continuing to prioritize its investment objectives based on safety, liquidity, and then yield.

### Water and Wastewater Revenues

- Water Rates -- The City currently serves over 8,200 utility accounts. Using the analysis performed by its consultants, Bartle Wells Associates, EMID Board approved an increase of 3.8% for variable water charges and 4.5% for fixed water charges in FY 2024-25.
- Wastewater Rates - Wastewater rates are scheduled to increase by 2% for FY 2024-25. The increase allows the wastewater enterprise to generate the necessary revenues to meet the District's operating costs as well as the construction costs, debt service payments, and coverage obligations associated with the District's estimated \$164.4 million wastewater treatment plant upgrade with the City of San Mateo.

### **Expenditure Assumptions**

Assumptions made in determining significant expenditures are listed below:

#### Service Levels, Staffing, and Capital Improvement Projects

- The City's FY 2023-24 budget includes an addition of 2 full-time FTEs to address various service needs with details provided in the "Employee Services" section below.
- In FY 2010-11, the City implemented long-term funding of Capital Improvement Projects. Capital Improvement Projects in the five-year forecast are shown and incorporated in the five-year forecast for the City's General Fund and the Water and Wastewater Enterprise Funds. As discussed in the Budget Study Session held on March 25, 2024, based on the annual forecasted CIP costs in the 15-year CIP, annual General Fund transfers of \$5.75 million over the course of the 5-year financial plan will be needed to support the City CIP projects. This annual funding amount takes into consideration the availability of current reserves above the \$2 million emergency reserve level.

Employee Services

- A net increase of 2.0 full-time FTEs for a citywide total of 179 FTEs is recommended for FY 2024-25. The personnel changes include the following:

Department	Prior Years		Budget
	2022-23	2023-24	2024-25
City / District Manager	10.00	4.00	5.00
Communications/City Clerk	4.00	5.00	5.00
Administrative Services	4.00	9.00	9.00
Financial Services/City Treasurer	9.00	9.00	9.00
Parks and Recreation	28.00	30.00	30.00
Police	55.00	55.00	55.00
Community Development	16.00	18.00	17.00
Public Works	46.00	47.00	49.00
<b>Totals</b>	<b>172.00</b>	<b>177.00</b>	<b>179.00</b>

- **City/District Manager:**
    - Transfer Economic Development Manager from Community Development to City/District Manager as Deputy City Manager.
    - Downgrade One (1) Principal Management Analyst to Management Assistant.
  - **Communications/City Clerk :**
    - None.
  - **Community Development :**
    - Transfer Economic Development Manager to City/District Manager.
    - Downgrade One (1) Management Assistant to Administrative Assistant.
  - **Financial Services/City Treasurer:**
    - None
  - **Administrative Services:**
    - Upgrade Human Resource Analyst to Sr. Human Resource Analyst.
    - Upgrade Human Resource Technician to Human Resource Analyst.
  - **Parks and Recreation:**
    - None
  - **Police:**
    - Convert One (1) Sr. Community Services Officer to Administrative Assistant.
  - **Public Works:**
    - Add One (1) Fleet Supervisor.
    - Add One (1) Maintenance Worker.
- 
- In December 2016, CalPERS announced a reduction in its Discount Rate (rate of return on its investment portfolio) from 7.5% to 7.0%. In February 2018, CalPERS modified its amortization policy for prospective investment gains and losses from 30 years to 20 years effective FY 2021-22. Each of these changes added significant costs to many government agencies, including Foster City. Based on CalPERS' 21.3% investment return in FY 2020-21, the discount rate was further lowered to 6.8% effective FY 2023-24. The forecasted employer pension costs in the General Fund's 5-year financial plan is \$10.80 million for FY 2024-25. Due largely to CalPERS' 6.1% investment loss in FY 2021-22, employer pension costs will increase significantly thereafter. Projections are \$10.96 million for FY 2025-26; \$11.54 million for FY 2026-27; \$11.37 million for FY 2027-28; and \$12.33 million for FY 2028-29.
  - As discussed previously, the City Council ratified 3 year agreements with the POA and the unrepresented management employees in June, 2023. Wage adjustments were made for these two

groups to catch up to the compensation study comparators effective June 1, 2023 with an additional 4.2% increase (based on the April 2023 CPI-U) effective July 1, 2023. For FY 2024-25 and FY 2025-26, annual wage increases will also be calculated using each subsequent annual April CPI-U with a floor of 3% and a ceiling of 5%. In January 2024, an agreement was signed with the AFSCME unit for the July 1, 2023 through September 8, 2024 term, approving a cost of living adjustment (COLA) of 5% retroactive to July 1, 2023. For cost of living adjustment, a 3% placeholder has been used for this 5-year financial plan. Lastly, Labor negotiations have commenced with the AFSCME unit, but no agreement have been reached yet.

#### Supplies and Services, Capital Outlay, Internal Service Charges, and Reallocations

- General Fund supplies and services costs for FY 2024-25 are in-line with FY 2023-24. Details of these items can be found in the individual department summary sections of this budget book. This is followed by the assumption of a return to a moderate 2% annual increase for the subsequent 4 years of the 5 Year financial plan.

#### Realistic Expenditure Savings Forecast

- Each year, the City typically realizes General Fund budgetary expenditure savings. There are several factors that contribute to these savings, the most significant being salary savings generated from employee retirements and/or separations and corresponding difficulty in filling vacant positions. In addition, the City has had a culture of budgeting its expenditures conservatively to ensure that budgetary resources are available to achieve the City's objective of delivering a high level of services on a timely basis. This includes conservative assumptions on employee benefits options and costs. Notwithstanding, departments generally realize expenditure savings each fiscal year. The annual expenditure savings assumption for the 5-year financial forecast is two percent (2%) each year, commencing FY 2025-26.

#### General Fund (Funds 001 to 003) Reserves

- The General Fund is projected to incur a \$5.58 million deficit in FY 2024-25, excluding the outcome of labor negotiations with the AFSCME unit. Based on an anticipated (\$3.93) million deficit in the current fiscal year, General Fund reserves will reach \$54.27 million before declining to a projected \$48.68 million at the end of FY 2024-25. This represents a 78.4% level of reserves which exceeds the City Council Reserve Policy of 50% of operating expenditures. Notwithstanding, the projected annual structural deficits are a major concern. The City Manager has committed to developing strategies including, but not limited to, additional or updated revenue opportunities, cost recovery measures, and operational efficiencies to address the multi-year deficits.



**City of Foster City, California**

Summary -- All Funds

Five Year Financial Plan for the Years Ended June 30, 2029

Revenues by Source:	Projected	Five Year Financial Plan				
	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>Governmental Fund Type Revenues</b>						
Property taxes	\$38,619,650	\$39,801,754	\$40,929,300	\$42,089,300	\$43,282,800	\$44,510,700
Excess ERAF	\$3,541,000	\$2,800,000	\$2,856,000	\$2,913,100	\$2,971,400	\$3,030,800
Property tax in-lieu of Vehicle License Fee	\$3,775,648	\$4,288,848	\$2,680,715	\$1,829,065	\$921,164	\$942,803
Sales taxes	\$4,360,200	\$4,553,700	\$4,766,700	\$4,930,100	\$5,084,800	\$5,231,000
Transient occupancy taxes	\$4,150,000	\$4,698,500	\$4,839,500	\$4,984,700	\$5,134,200	\$5,288,100
Business Licenses Tax	\$1,735,500	\$1,890,000	\$1,984,000	\$2,083,000	\$2,187,000	\$2,296,000
Franchise taxes	\$1,377,000	\$1,377,700	\$1,414,700	\$1,455,300	\$1,499,400	\$1,547,200
Other taxes	\$2,864,651	\$2,987,829	\$3,126,700	\$3,273,200	\$3,405,000	\$3,542,400
Permits	\$1,441,000	\$1,081,140	\$1,113,180	\$1,145,020	\$1,179,260	\$1,214,300
Intergovernmental	\$538,750	\$970,100	\$473,400	\$476,700	\$480,100	\$483,600
Charges for current services	\$7,806,312	\$2,938,915	\$2,995,442	\$2,901,480	\$3,114,581	\$3,158,659
Interest and rentals	\$10,478,810	\$7,650,601	\$5,527,968	\$5,070,474	\$4,999,028	\$5,169,870
Bond and Other Financing Proceeds	\$5,125,108	\$0	\$0	\$0	\$0	\$0
Vehicle, equipment rental and other user charges	\$27,660	\$28,340	\$29,040	\$47,318	\$28,004	\$28,000
Other	\$1,890,861	\$1,327,501	\$1,345,199	\$1,373,835	\$1,404,256	\$1,349,464
<b>Proprietary Fund Type Revenues</b>						
Sales & service charges	\$38,522,000	\$39,393,000	\$40,702,000	\$42,043,000	\$43,441,000	\$44,891,000
Connection fees	\$969,471	\$8,928,037	\$0	\$0	\$0	\$0
Vehicle, equipment rental and other user charges	\$11,347,418	\$12,357,155	\$13,006,257	\$13,261,735	\$13,522,778	\$13,788,782
Interest and rentals	\$6,604,357	\$4,918,900	\$1,718,400	\$1,618,400	\$1,618,300	\$1,618,400
Bond and Other Financing Proceeds	\$0	\$0	\$0	\$66,860,640	\$0	\$0
Other	\$242,948	\$240,662	\$241,474	\$242,301	\$243,145	\$244,006
<b>Fiduciary Fund Type Revenues</b>						
Sales & service charges	\$288,000	\$296,500	\$302,400	\$308,400	\$314,600	\$320,900
Other	\$320,000	\$149,000	\$152,000	\$156,000	\$160,000	\$164,000
Interest and rentals	\$9,794	\$3,800	\$2,500	\$2,500	\$2,500	\$2,500
<b>Total Revenues</b>	<b>\$146,036,138</b>	<b>\$142,681,982</b>	<b>\$130,206,875</b>	<b>\$199,065,568</b>	<b>\$134,993,316</b>	<b>\$138,822,484</b>
<b>Expenditures (see attached)</b>	<b>\$142,220,831</b>	<b>\$142,860,115</b>	<b>147,191,681</b>	<b>\$142,917,178</b>	<b>\$136,931,482</b>	<b>\$141,898,496</b>
<b>Net revenues over (under) expenditures before transfers</b>	<b>\$3,815,307</b>	<b>(\$178,133)</b>	<b>(\$16,984,806)</b>	<b>\$56,148,390</b>	<b>(\$1,938,166)</b>	<b>(\$3,076,012)</b>
<b>Net Transfers In (Out)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Net Increase (Decrease) in Fund Balance</b>	<b>\$3,815,307</b>	<b>(\$178,133)</b>	<b>(\$16,984,806)</b>	<b>\$56,148,390</b>	<b>(\$1,938,166)</b>	<b>(\$3,076,012)</b>
<b>Opening Fund Balance</b>	<b>\$205,437,385</b>	<b>\$209,252,692</b>	<b>\$209,074,559</b>	<b>\$192,089,753</b>	<b>\$248,238,143</b>	<b>\$246,299,977</b>
<b>Ending Fund Balance</b>	<b>\$209,252,692</b>	<b>\$209,074,559</b>	<b>\$192,089,753</b>	<b>\$248,238,143</b>	<b>\$246,299,977</b>	<b>\$243,223,965</b>

**City of Foster City, California**

Expenditure Summary -- All Funds

Five Year Financial Plan for the Years Ended June 30, 2029

	Projected	Five Year Financial Plan				
	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>Expenditures by Categories:</b>						
<b>Employee Services</b>	\$46,540,960	\$49,764,155	\$51,056,062	\$53,075,312	\$54,083,096	\$56,485,136
Salaries and Wages	\$26,098,268	\$27,551,428	\$28,381,075	\$29,375,938	\$30,261,040	\$31,213,014
PERS	\$10,936,805	\$12,556,648	\$12,739,792	\$13,395,494	\$13,194,787	\$14,310,933
Flex Allowance (Health)	\$4,611,867	\$4,848,702	\$5,091,148	\$5,406,722	\$5,677,016	\$5,960,873
Workers Compensation	\$1,791,729	\$1,563,883	\$1,563,883	\$1,563,883	\$1,565,963	\$1,563,883
Other	\$3,102,291	\$3,243,494	\$3,280,164	\$3,333,275	\$3,384,290	\$3,436,433
<b>Supplies and other</b>	\$52,325,592	\$51,188,124	\$51,478,554	\$51,924,376	\$52,990,810	\$54,165,973
<b>Capital Improvement Projects</b>	\$28,348,701	\$25,690,067	\$27,564,312	\$20,500,000	\$12,110,000	\$13,163,000
<b>Capital Outlay</b>	\$3,509,416	\$2,137,250	\$2,220,360	\$2,250,673	\$2,281,603	\$2,313,148
<b>Total department expenses</b>	<b>\$130,724,669</b>	<b>\$128,779,596</b>	<b>\$132,319,288</b>	<b>\$127,750,361</b>	<b>\$121,465,509</b>	<b>\$126,127,257</b>
<b>Internal Services Charges</b>	\$11,496,162	\$14,080,519	\$14,872,393	\$15,166,817	\$15,465,973	\$15,771,239
<b>Reallocation</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Net Expenditures</b>	<b>\$142,220,831</b>	<b>\$142,860,115</b>	<b>\$147,191,681</b>	<b>\$142,917,178</b>	<b>\$136,931,482</b>	<b>\$141,898,496</b>

**City of Foster City, California**

General Fund (Fund 001 to 003)

Five Year Financial Plan for the Years Ended June 30, 2029

Revenues by Source:	Projected	Five Year Financial Plan				
	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Property tax	\$34,384,300	\$35,476,460	\$36,517,500	\$37,589,300	\$38,692,800	\$39,828,900
Excess ERAF	\$3,541,000	\$2,800,000	\$2,856,000	\$2,913,100	\$2,971,400	\$3,030,800
Transient Occupancy Tax	\$4,150,000	\$4,698,500	\$4,839,500	\$4,984,700	\$5,134,200	\$5,288,100
Property Taxes in-lieu of Vehicle License Fee	\$3,775,648	\$4,288,848	\$2,680,715	\$1,829,065	\$921,164	\$942,803
Sales Tax	\$3,927,700	\$4,099,600	\$4,289,900	\$4,429,500	\$4,559,200	\$4,679,100
Business License Tax	\$1,735,500	\$1,890,000	\$1,984,000	\$2,083,000	\$2,187,000	\$2,296,000
Charges for current services - Recreation	\$1,712,836	\$1,640,589	\$1,631,081	\$1,753,619	\$1,901,527	\$1,931,036
Charges for current services - CDD & Others	\$361,266	\$523,366	\$389,404	\$329,526	\$351,628	\$341,293
Permits	\$1,441,000	\$1,081,140	\$1,113,180	\$1,145,020	\$1,179,260	\$1,214,300
Franchise Taxes	\$1,377,000	\$1,377,700	\$1,414,700	\$1,455,300	\$1,499,400	\$1,547,200
Interest Income	\$2,623,900	\$1,563,900	\$1,215,800	\$1,072,100	\$908,500	\$772,300
Rentals - City/EMID	\$905,600	\$1,063,700	\$840,100	\$393,600	\$397,200	\$400,800
Rentals - Parks and Recreation	\$600,000	\$500,000	\$500,000	\$600,000	\$650,000	\$700,000
Other (Fines, Shared Services, Street Sweeping, Other)	\$548,096	\$524,985	\$528,685	\$532,485	\$536,285	\$454,528
Other taxes (real property tax transfer)	\$244,200	\$268,600	\$295,500	\$325,100	\$334,900	\$344,900
Intergovernmental (SB90, Grants, etc)	\$140,000	\$140,000	\$140,800	\$141,600	\$142,400	\$143,300
<b>Total Revenues</b>	<b>\$61,468,046</b>	<b>\$61,937,388</b>	<b>\$61,236,865</b>	<b>\$61,577,015</b>	<b>\$62,366,864</b>	<b>\$63,915,360</b>
<b>Projected Expenditures <sup>(1)</sup></b>	<b>\$59,402,377</b>	<b>\$61,771,027</b>	<b>\$62,104,799</b>	<b>\$64,353,792</b>	<b>\$65,487,120</b>	<b>\$67,988,644</b>
<b>Net revenues over (under) expenditures before transfers</b>	<b>\$2,065,669</b>	<b>\$166,361</b>	<b>(\$867,934)</b>	<b>(\$2,776,777)</b>	<b>(\$3,120,256)</b>	<b>(\$4,073,284)</b>
<b>Net Transfers In (Out)</b>	<b>(\$6,000,000)</b>	<b>(\$5,750,000)</b>	<b>(\$5,750,000)</b>	<b>(\$5,750,000)</b>	<b>(\$5,750,000)</b>	<b>(\$5,750,000)</b>
<b>Net Increase (Decrease) in Fund Balance</b>	<b>(\$3,934,331)</b>	<b>(\$5,583,639)</b>	<b>(\$6,617,934)</b>	<b>(\$8,526,777)</b>	<b>(\$8,870,256)</b>	<b>(\$9,823,284)</b>
<b>Opening Fund Balance</b>	<b>\$58,199,969</b>	<b>\$54,265,638</b>	<b>\$48,681,999</b>	<b>\$42,064,065</b>	<b>\$33,537,288</b>	<b>\$24,667,032</b>
<b>Ending Fund Balance (Reserves) <sup>(2)</sup></b>	<b>\$54,265,638</b>	<b>\$48,681,999</b>	<b>\$42,064,065</b>	<b>\$33,537,288</b>	<b>\$24,667,032</b>	<b>\$14,843,748</b>
Reserve Balance as % of Next Year's Operating Expenditures	87.8 %	78.4 %	65.4 %	51.2 %	36.3 %	21.4 %

(1) Expenditures for FY 2024-25 represent budgeted appropriations; expenditures for FY 2025-26 to FY 2028-29 are projections.

(2) The City is able to meet the City Council Reserve Policy of 50% through FY 2026-27, but is projected to fall below it in the following two years.

**City of Foster City, California**

General Fund (Fund 001 to 003) Expenditures Detail

Five Year Financial Plan for the Years Ended June 30, 2029

	Projected	Five Year Financial Plan				
	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>Expenditures by Categories:</b>						
<b>Employee Services</b>	<b>\$36,952,244</b>	<b>\$39,196,741</b>	<b>\$40,252,831</b>	<b>\$41,951,110</b>	<b>\$42,744,322</b>	<b>\$44,740,385</b>
Salaries and Wages	\$21,193,109	\$22,175,712	\$22,847,185	\$23,678,882	\$24,395,973	\$25,175,024
PERS	\$9,431,210	\$10,795,539	\$10,961,961	\$11,536,794	\$11,368,460	\$12,333,801
Flex Allowance (Health)	\$3,712,180	\$3,814,907	\$4,005,662	\$4,266,962	\$4,480,278	\$4,704,293
Workers Compensation	\$1,462,676	\$1,203,173	\$1,203,173	\$1,203,173	\$1,205,253	\$1,203,173
Other	\$1,153,069	\$1,207,410	\$1,234,850	\$1,265,299	\$1,294,358	\$1,324,094
<b>Supplies and other</b>	<b>\$17,661,358</b>	<b>\$17,618,282</b>	<b>\$17,654,106</b>	<b>\$18,143,055</b>	<b>\$18,397,493</b>	<b>\$18,842,523</b>
<b>Capital Outlay</b>	<b>\$40,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total department expenses</b>	<b>\$54,653,602</b>	<b>\$56,815,023</b>	<b>\$57,906,937</b>	<b>\$60,094,165</b>	<b>\$61,141,815</b>	<b>\$63,582,908</b>
<b>Internal Services Charges</b>	<b>\$7,747,636</b>	<b>\$8,097,964</b>	<b>\$8,668,762</b>	<b>\$8,839,027</b>	<b>\$9,011,505</b>	<b>\$9,187,536</b>
<b>Reallocation</b>	<b>(\$2,998,861)</b>	<b>(\$3,141,960)</b>	<b>(\$3,203,500)</b>	<b>(\$3,266,100)</b>	<b>(\$3,329,700)</b>	<b>(\$3,394,300)</b>
<b>Net Expenditures</b>	<b>\$59,402,377</b>	<b>\$61,771,027</b>	<b>\$63,372,199</b>	<b>\$65,667,092</b>	<b>\$66,823,620</b>	<b>\$69,376,144</b>
Less: Expected Expenditure Savings (2%)	\$0	\$0	(\$1,267,400)	(\$1,313,300)	(\$1,336,500)	(\$1,387,500)
<b>Projected Expenditures</b>	<b>\$59,402,377</b>	<b>\$61,771,027</b>	<b>\$62,104,799</b>	<b>\$64,353,792</b>	<b>\$65,487,120</b>	<b>\$67,988,644</b>

**City of Foster City, California**  
 General Fund (Fund 005 to 012)

Five Year Financial Plan for the Years Ended June 30, 2029

	Projected	Five Year Financial Plan				
	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>Revenues by Source:</b>						
Intergovernmental	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
Interest and rentals	\$176,753	\$108,650	\$70,800	\$70,800	\$67,800	\$67,800
Other	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Revenues</b>	<b>\$177,753</b>	<b>\$109,650</b>	<b>\$71,800</b>	<b>\$71,800</b>	<b>\$68,800</b>	<b>\$68,800</b>
<b>Projected Expenditures (see below)</b>	<b>\$404,163</b>	<b>\$238,163</b>	<b>\$204,114</b>	<b>\$190,601</b>	<b>\$186,162</b>	<b>\$189,787</b>
<b>Net revenues over (under) expenditures before transfers</b>	<b>(\$226,410)</b>	<b>(\$128,513)</b>	<b>(\$132,314)</b>	<b>(\$118,801)</b>	<b>(\$117,362)</b>	<b>(\$120,987)</b>
<b>Net Transfers In (Out)</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>
<b>Net Increase (Decrease) in Fund Balance</b>	<b>(\$176,410)</b>	<b>(\$78,513)</b>	<b>(\$82,314)</b>	<b>(\$68,801)</b>	<b>(\$67,362)</b>	<b>(\$70,987)</b>
<b>Opening Fund Balance</b>	<b>\$4,048,815</b>	<b>\$3,872,405</b>	<b>\$3,793,892</b>	<b>\$3,711,578</b>	<b>\$3,642,777</b>	<b>\$3,575,415</b>
<b>Ending Fund Balance</b>	<b>\$3,872,405</b>	<b>\$3,793,892</b>	<b>\$3,711,578</b>	<b>\$3,642,777</b>	<b>\$3,575,415</b>	<b>\$3,504,428</b>

	Projected	Five Year Financial Plan				
	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>Expenditures by Categories:</b>						
<i>Employee Services</i>	\$0	\$0	\$0	\$0	\$0	\$0
<i>Supplies and other</i>	\$404,163	\$238,163	\$204,114	\$190,601	\$186,162	\$189,787
<i>Capital Improvement Projects</i>	\$0	\$0	\$0	\$0	\$0	\$0
<i>Capital Outlay</i>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total department expenses</b>	<b>\$404,163</b>	<b>\$238,163</b>	<b>\$204,114</b>	<b>\$190,601</b>	<b>\$186,162</b>	<b>\$189,787</b>
<b>Internal Services Charges</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Reallocation</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Net Expenditures</b>	<b>\$404,163</b>	<b>\$238,163</b>	<b>\$204,114</b>	<b>\$190,601</b>	<b>\$186,162</b>	<b>\$189,787</b>
<b>Less: Expected Expenditure Savings</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Projected Expenditures</b>	<b>\$404,163</b>	<b>\$238,163</b>	<b>\$204,114</b>	<b>\$190,601</b>	<b>\$186,162</b>	<b>\$189,787</b>

**City of Foster City, California**

Special Revenue Funds (Fund 101-145)

Five Year Financial Plan for the Years Ended June 30, 2029

	Projected	Five Year Financial Plan				
	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>Revenues by Source:</b>						
Sales tax	\$432,500	\$454,100	\$476,800	\$500,600	\$525,600	\$551,900
Other taxes	\$2,620,451	\$2,719,229	\$2,831,200	\$2,948,100	\$3,070,100	\$3,197,500
Equipment Replacement	\$27,660	\$28,340	\$29,040	\$47,318	\$28,004	\$28,000
Intergovernmental	\$397,750	\$829,100	\$331,600	\$334,100	\$336,700	\$339,300
Charges for current services	\$5,732,210	\$774,960	\$974,957	\$818,335	\$861,426	\$886,330
Interest and rentals	\$1,516,867	\$1,264,951	\$1,017,128	\$1,044,387	\$1,080,385	\$1,110,070
Other	\$619,260	\$79,011	\$69,645	\$71,346	\$73,035	\$74,247
<b>Total Revenues</b>	<b>\$11,346,698</b>	<b>\$6,149,691</b>	<b>\$5,730,370</b>	<b>\$5,764,186</b>	<b>\$5,975,250</b>	<b>\$6,187,347</b>
<b>Projected Expenditures (see below)</b>	<b>\$5,112,525</b>	<b>\$7,910,159</b>	<b>\$7,204,693</b>	<b>\$6,636,626</b>	<b>\$4,751,444</b>	<b>\$6,888,967</b>
<b>Net revenues over (under) expenditures before transfers</b>	<b>\$6,234,173</b>	<b>(\$1,760,468)</b>	<b>(\$1,474,323)</b>	<b>(\$872,440)</b>	<b>\$1,223,806</b>	<b>(\$701,620)</b>
<b>Net Transfers In (Out)</b>	<b>(\$50,000)</b>	<b>(\$50,000)</b>	<b>(\$50,000)</b>	<b>(\$50,000)</b>	<b>(\$50,000)</b>	<b>(\$50,000)</b>
<b>Net Increase (Decrease) in Fund Balance</b>	<b>\$6,184,173</b>	<b>(\$1,810,468)</b>	<b>(\$1,524,323)</b>	<b>(\$922,440)</b>	<b>\$1,173,806</b>	<b>(\$751,620)</b>
<b>Opening Fund Balance</b>	<b>\$18,351,341</b>	<b>\$24,535,514</b>	<b>\$22,725,046</b>	<b>\$21,200,723</b>	<b>\$20,278,283</b>	<b>\$21,452,089</b>
<b>Ending Fund Balance</b>	<b>\$24,535,514</b>	<b>\$22,725,046</b>	<b>\$21,200,723</b>	<b>\$20,278,283</b>	<b>\$21,452,089</b>	<b>\$20,700,469</b>

	Projected	Five Year Financial Plan				
	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>Expenditures by Categories:</b>						
<b>Employee Services</b>	<b>\$324,256</b>	<b>\$438,039</b>	<b>\$447,234</b>	<b>\$458,376</b>	<b>\$467,294</b>	<b>\$480,992</b>
Salaries and Wages	\$251,926	\$333,745	\$340,751	\$347,984	\$355,434	\$363,090
PERS	\$36,925	\$52,467	\$52,657	\$54,478	\$53,765	\$57,518
Flex Allowance (Health)	\$26,569	\$33,406	\$35,075	\$36,829	\$38,669	\$40,604
Workers Compensation	\$481	\$5,007	\$5,007	\$5,007	\$5,007	\$5,007
Other	\$8,355	\$13,414	\$13,744	\$14,078	\$14,419	\$14,773
<b>Supplies and other</b>	<b>\$1,944,305</b>	<b>\$2,095,095</b>	<b>\$1,529,587</b>	<b>\$1,572,457</b>	<b>\$1,613,493</b>	<b>\$1,671,917</b>
<b>Capital Improvement Projects</b>	<b>\$2,000,000</b>	<b>\$4,555,300</b>	<b>\$4,387,000</b>	<b>\$3,750,000</b>	<b>\$1,800,000</b>	<b>\$3,850,000</b>
<b>Capital Outlay</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total department expenses</b>	<b>\$4,268,561</b>	<b>\$7,088,434</b>	<b>\$6,363,821</b>	<b>\$5,780,833</b>	<b>\$3,880,787</b>	<b>\$6,002,909</b>
<b>Internal Services Charges</b>	<b>\$67,860</b>	<b>\$87,363</b>	<b>\$93,772</b>	<b>\$95,693</b>	<b>\$97,657</b>	<b>\$99,658</b>
<b>Reallocation</b>	<b>\$776,104</b>	<b>\$734,362</b>	<b>\$747,100</b>	<b>\$760,100</b>	<b>\$773,000</b>	<b>\$786,400</b>
<b>Net expenditures</b>	<b>\$5,112,525</b>	<b>\$7,910,159</b>	<b>\$7,204,693</b>	<b>\$6,636,626</b>	<b>\$4,751,444</b>	<b>\$6,888,967</b>

**City of Foster City, California**

Debt Service Funds (Fund 230)

Five Year Financial Plan for the Years Ended June 30, 2029

	Projected	Five Year Financial Plan				
	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>Revenues by Source:</b>						
Property taxes	\$4,004,900	\$4,085,000	\$4,166,700	\$4,250,000	\$4,335,000	\$4,421,700
Interest and rentals	\$98,873	\$4,500	\$1,000	\$1,000	\$1,000	\$1,000
<b>Total Revenues</b>	<b>\$4,103,773</b>	<b>\$4,089,500</b>	<b>\$4,167,700</b>	<b>\$4,251,000</b>	<b>\$4,336,000</b>	<b>\$4,422,700</b>
<b>Projected Expenditures (see below)</b>	<b>\$5,349,188</b>	<b>\$3,904,188</b>	<b>\$4,117,763</b>	<b>\$4,217,938</b>	<b>\$4,217,463</b>	<b>\$4,213,738</b>
<b>Net revenues over (under) expenditures before transfers</b>	<b>(\$1,245,415)</b>	<b>\$185,312</b>	<b>\$49,937</b>	<b>\$33,062</b>	<b>\$118,537</b>	<b>\$208,962</b>
<b>Net Transfers In (Out)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Net Increase (Decrease) in Fund Balance</b>	<b>(\$1,245,415)</b>	<b>\$185,312</b>	<b>\$49,937</b>	<b>\$33,062</b>	<b>\$118,537</b>	<b>\$208,962</b>
<b>Opening Fund Balance</b>	<b>\$5,505,948</b>	<b>\$4,260,533</b>	<b>\$4,445,845</b>	<b>\$4,495,782</b>	<b>\$4,528,844</b>	<b>\$4,647,381</b>
<b>Ending Fund Balance</b>	<b>\$4,260,533</b>	<b>\$4,445,845</b>	<b>\$4,495,782</b>	<b>\$4,528,844</b>	<b>\$4,647,381</b>	<b>\$4,856,343</b>

	Projected	Five Year Financial Plan				
	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>Expenditures by Categories:</b>						
Employee Services	\$0	\$0	\$0	\$0	\$0	\$0
Supplies and other	\$5,349,188	\$3,904,188	\$4,117,763	\$4,217,938	\$4,217,463	\$4,213,738
Capital Improvement Projects	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total department expenses</b>	<b>\$5,349,188</b>	<b>\$3,904,188</b>	<b>\$4,117,763</b>	<b>\$4,217,938</b>	<b>\$4,217,463</b>	<b>\$4,213,738</b>
<b>Internal Services Charges</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Reallocation</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Net Expenditures</b>	<b>\$5,349,188</b>	<b>\$3,904,188</b>	<b>\$4,117,763</b>	<b>\$4,217,938</b>	<b>\$4,217,463</b>	<b>\$4,213,738</b>

**City of Foster City, California**

Debt Service Funds (Fund 231)

Five Year Financial Plan for the Years Ended June 30, 2029

	Five Year Financial Plan					
	Projected 2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>Revenues by Source:</b>						
Property taxes	\$230,450	\$240,294	\$245,100	\$250,000	\$255,000	\$260,100
Bond and Other Financing Proceeds	\$224,971	\$0	\$0	\$0	\$0	\$0
Interest and rentals	\$6,461	\$500	\$200	\$200	\$200	\$200
<b>Total Revenues</b>	<b>\$461,882</b>	<b>\$240,794</b>	<b>\$245,300</b>	<b>\$250,200</b>	<b>\$255,200</b>	<b>\$260,300</b>
<b>Projected Expenditures (see below)</b>	<b>\$109,513</b>	<b>\$214,100</b>	<b>\$214,100</b>	<b>\$316,475</b>	<b>\$316,100</b>	<b>\$315,475</b>
Net revenues over (under) expenditures before transfers	\$352,369	\$26,694	\$31,200	(\$66,275)	(\$60,900)	(\$55,175)
Net Transfers In (Out)	\$0	\$0	\$0	\$0	\$0	\$0
<b>Net Increase (Decrease) in Fund Balance</b>	<b>\$352,369</b>	<b>\$26,694</b>	<b>\$31,200</b>	<b>(\$66,275)</b>	<b>(\$60,900)</b>	<b>(\$55,175)</b>
Opening Fund Balance	\$0	\$352,369	\$379,063	\$410,263	\$343,988	\$283,088
<b>Ending Fund Balance</b>	<b>\$352,369</b>	<b>\$379,063</b>	<b>\$410,263</b>	<b>\$343,988</b>	<b>\$283,088</b>	<b>\$227,913</b>

	Five Year Financial Plan					
	Projected 2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>Expenditures by Categories:</b>						
Supplies and other	\$109,513	\$214,100	\$214,100	\$316,475	\$316,100	\$315,475
<b>Total department expenses</b>	<b>\$109,513</b>	<b>\$214,100</b>	<b>\$214,100</b>	<b>\$316,475</b>	<b>\$316,100</b>	<b>\$315,475</b>
Internal Services Charges	\$0	\$0	\$0	\$0	\$0	\$0
Reallocation	\$0	\$0	\$0	\$0	\$0	\$0
<b>Net Expenditures</b>	<b>\$109,513</b>	<b>\$214,100</b>	<b>\$214,100</b>	<b>\$316,475</b>	<b>\$316,100</b>	<b>\$315,475</b>



**City of Foster City, California**

Capital Improvements (City) Fund (Fund 301)

Five Year Financial Plan for the Years Ended June 30, 2029

	Projected	Five Year Financial Plan				
	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>Revenues by Source:</b>						
Interest and rentals	\$3,847,045	\$2,877,400	\$1,610,600	\$1,610,600	\$1,610,600	\$1,610,600
Other	\$15,250	\$15,250	\$15,250	\$14,250	\$14,250	\$14,250
<b>Total Revenues</b>	<b>\$3,862,295</b>	<b>\$2,892,650</b>	<b>\$1,625,850</b>	<b>\$1,624,850</b>	<b>\$1,624,850</b>	<b>\$1,624,850</b>
<b>Projected Expenditures (see below)</b>	<b>\$4,080,000</b>	<b>\$8,398,104</b>	<b>\$10,120,000</b>	<b>\$11,050,000</b>	<b>\$7,825,000</b>	<b>\$3,065,000</b>
<b>Net revenues over (under) expenditures before transfers</b>	<b>(\$217,705)</b>	<b>(\$5,505,454)</b>	<b>(\$8,494,150)</b>	<b>(\$9,425,150)</b>	<b>(\$6,200,150)</b>	<b>(\$1,440,150)</b>
<b>Net Transfers In (Out)</b>	<b>\$6,000,000</b>	<b>\$5,750,000</b>	<b>\$6,122,000</b>	<b>\$5,750,000</b>	<b>\$5,750,000</b>	<b>\$6,635,000</b>
<b>Net Increase (Decrease) in Fund Balance</b>	<b>\$5,782,295</b>	<b>\$244,546</b>	<b>(\$2,372,150)</b>	<b>(\$3,675,150)</b>	<b>(\$450,150)</b>	<b>\$5,194,850</b>
<b>Opening Fund Balance</b>	<b>\$12,908,740</b>	<b>\$18,691,035</b>	<b>\$18,935,581</b>	<b>\$16,563,431</b>	<b>\$12,888,281</b>	<b>\$12,438,131</b>
<b>Ending Fund Balance</b>	<b>\$18,691,035</b>	<b>\$18,935,581</b>	<b>\$16,563,431</b>	<b>\$12,888,281</b>	<b>\$12,438,131</b>	<b>\$17,632,981</b>

	Projected	Five Year Financial Plan				
	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>Expenditures by Categories:</b>						
Employee Services	\$0	\$0	\$0	\$0	\$0	\$0
Supplies and other	\$0	\$0	\$0	\$0	\$0	\$0
Capital Improvement Projects	\$4,080,000	\$8,398,104	\$10,120,000	\$11,050,000	\$7,825,000	\$3,065,000
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total department expenses</b>	<b>\$4,080,000</b>	<b>\$8,398,104</b>	<b>\$10,120,000</b>	<b>\$11,050,000</b>	<b>\$7,825,000</b>	<b>\$3,065,000</b>
<b>Internal Services Charges</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Reallocation</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Net expenditures</b>	<b>\$4,080,000</b>	<b>\$8,398,104</b>	<b>\$10,120,000</b>	<b>\$11,050,000</b>	<b>\$7,825,000</b>	<b>\$3,065,000</b>

**City of Foster City, California**

Capital Asset Acquisition and Replacement Fund (Fund 326)

Five Year Financial Plan for the Years Ended June 30, 2029

	Projected	Five Year Financial Plan				
	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>Revenues by Source:</b>						
Interest and rentals	\$535,077	\$267,000	\$272,340	\$277,787	\$283,343	\$507,100
Other	\$708,255	\$708,255	\$731,619	\$755,754	\$780,686	\$806,439
<b>Total Revenues</b>	<b>\$1,243,332</b>	<b>\$975,255</b>	<b>\$1,003,959</b>	<b>\$1,033,541</b>	<b>\$1,064,029</b>	<b>\$1,313,539</b>
<b>Projected Expenditures (see below)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Net revenues over (under) expenditures before transfers</b>	<b>\$1,243,332</b>	<b>\$975,255</b>	<b>\$1,003,959</b>	<b>\$1,033,541</b>	<b>\$1,064,029</b>	<b>\$1,313,539</b>
<b>Net Transfers In (Out)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Net Increase (Decrease) in Fund Balance</b>	<b>\$1,243,332</b>	<b>\$975,255</b>	<b>\$1,003,959</b>	<b>\$1,033,541</b>	<b>\$1,064,029</b>	<b>\$1,313,539</b>
<b>Opening Fund Balance</b>	<b>\$2,880,141</b>	<b>\$4,123,473</b>	<b>\$5,098,728</b>	<b>\$6,102,687</b>	<b>\$7,136,228</b>	<b>\$8,200,257</b>
<b>Ending Fund Balance</b>	<b>\$4,123,473</b>	<b>\$5,098,728</b>	<b>\$6,102,687</b>	<b>\$7,136,228</b>	<b>\$8,200,257</b>	<b>\$9,513,796</b>

	Projected	Five Year Financial Plan				
	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>Expenditures by Categories:</b>						
<i>Employee Services</i>	\$0	\$0	\$0	\$0	\$0	\$0
<i>Supplies and other</i>	\$0	\$0	\$0	\$0	\$0	\$0
<i>Capital Improvement Projects</i>	\$0	\$0	\$0	\$0	\$0	\$0
<i>Capital Outlay</i>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total department expenses</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Internal Services Charges</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Reallocation</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Net Expenditures</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**City of Foster City, California**

Levee Project Fund (Fund 327 & Fund 328)

Five Year Financial Plan for the Years Ended June 30, 2029

	Projected	Five Year Financial Plan				
	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>Revenues by Source:</b>						
Other taxes	\$0	\$0	\$0	\$0	\$0	\$0
Bond and Other Financing Proceeds	\$4,900,137	\$0	\$0	\$0	\$0	\$0
Interest and rentals	\$168,234	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Revenues</b>	<b>\$5,068,371</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Projected Expenditures (see below)</b>	<b>\$9,438,912</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Net revenues over (under) expenditures before transfers</b>	<b>(\$4,370,541)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Net Transfers In (Out)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Net Increase (Decrease) in Fund Balance</b>	<b>(\$4,370,541)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Opening Fund Balance</b>	<b>\$5,080,913</b>	<b>\$710,372</b>	<b>\$710,372</b>	<b>\$710,372</b>	<b>\$710,372</b>	<b>\$710,372</b>
<b>Ending Fund Balance</b>	<b>\$710,372</b>	<b>\$710,372</b>	<b>\$710,372</b>	<b>\$710,372</b>	<b>\$710,372</b>	<b>\$710,372</b>

	Projected	Five Year Financial Plan				
	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>Expenditures by Categories:</b>						
Employee Services	\$0	\$0	\$0	\$0	\$0	\$0
Supplies and other	\$0	\$0	\$0	\$0	\$0	\$0
Capital Improvement Projects	\$9,438,912	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total department expenses</b>	<b>\$9,438,912</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Internal Services Charges</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Reallocation</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Net Expenditures</b>	<b>\$9,438,912</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**City of Foster City, California**

Water Operating Funds (excluding CIP) (Fund 401)

Five Year Financial Plan for the Years Ended June 30, 2029

	Projected	Five Year Financial Plan				
	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>Revenues by Source:</b>						
<b>Sales &amp; service charges</b>	<b>\$17,723,000</b>	<b>\$18,109,000</b>	<b>\$18,914,000</b>	<b>\$19,739,000</b>	<b>\$20,609,000</b>	<b>\$21,519,000</b>
<b>Interest and rentals</b>	<b>\$1,144,216</b>	<b>\$650,000</b>	<b>\$270,000</b>	<b>\$270,000</b>	<b>\$270,000</b>	<b>\$270,000</b>
<b>Other</b>	<b>\$200,000</b>	<b>\$200,000</b>	<b>\$200,000</b>	<b>\$200,000</b>	<b>\$200,000</b>	<b>\$200,000</b>
<b>Total Revenues</b>	<b>\$19,067,216</b>	<b>\$18,959,000</b>	<b>\$19,384,000</b>	<b>\$20,209,000</b>	<b>\$21,079,000</b>	<b>\$21,989,000</b>
<b>Projected Expenditures (see below)</b>	<b>\$17,922,284</b>	<b>\$18,155,468</b>	<b>\$18,299,868</b>	<b>\$19,067,364</b>	<b>\$20,063,544</b>	<b>\$20,741,017</b>
<b>Net revenues over (under) expenditures before transfers</b>	<b>\$1,144,932</b>	<b>\$803,532</b>	<b>\$1,084,132</b>	<b>\$1,141,636</b>	<b>\$1,015,456</b>	<b>\$1,247,983</b>
<b>Net Transfers In (Out)</b>	<b>(\$1,120,000)</b>	<b>(\$1,000,000)</b>	<b>(\$1,000,000)</b>	<b>(\$1,000,000)</b>	<b>(\$1,000,000)</b>	<b>(\$1,000,000)</b>
<b>Net Increase (Decrease) in Fund Balance</b>	<b>\$24,932</b>	<b>(\$196,468)</b>	<b>\$84,132</b>	<b>\$141,636</b>	<b>\$15,456</b>	<b>\$247,983</b>
<b>Opening Fund Balance</b>	<b>\$12,049,617</b>	<b>\$12,074,549</b>	<b>\$11,878,081</b>	<b>\$11,962,213</b>	<b>\$12,103,849</b>	<b>\$12,119,305</b>
<b>Ending Fund Balance</b>	<b>\$12,074,549</b>	<b>\$11,878,081</b>	<b>\$11,962,213</b>	<b>\$12,103,849</b>	<b>\$12,119,305</b>	<b>\$12,367,288</b>
	Projected	Five Year Financial Plan				
	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>Expenditures by Categories:</b>						
<b>Employee Services</b>	<b>\$2,631,208</b>	<b>\$2,956,001</b>	<b>\$3,027,403</b>	<b>\$3,121,774</b>	<b>\$3,181,760</b>	<b>\$3,303,242</b>
Salaries and Wages	\$1,470,477	\$1,599,699	\$1,647,666	\$1,697,133	\$1,748,070	\$1,800,513
PERS	\$433,414	\$557,790	\$563,307	\$589,445	\$578,850	\$627,399
Flex Allowance (Health)	\$277,663	\$326,844	\$343,187	\$360,346	\$378,361	\$397,280
Workers Compensation	\$121,087	\$132,029	\$132,029	\$132,029	\$132,029	\$132,029
Other	\$328,567	\$339,639	\$341,214	\$342,821	\$344,450	\$346,021
<b>Supplies and other</b>	<b>\$11,883,374</b>	<b>\$12,135,478</b>	<b>\$12,117,836</b>	<b>\$12,727,554</b>	<b>\$13,598,928</b>	<b>\$14,089,271</b>
<b>Capital Improvement Projects</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Capital Outlay</b>	<b>\$600,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total department expenses</b>	<b>\$15,114,582</b>	<b>\$15,091,479</b>	<b>\$15,145,239</b>	<b>\$15,849,328</b>	<b>\$16,780,688</b>	<b>\$17,392,513</b>
<b>Internal Services Charges</b>	<b>\$1,540,660</b>	<b>\$1,701,468</b>	<b>\$1,764,229</b>	<b>\$1,799,436</b>	<b>\$1,835,356</b>	<b>\$1,872,004</b>
<b>Reallocation</b>	<b>\$1,267,042</b>	<b>\$1,362,521</b>	<b>\$1,390,400</b>	<b>\$1,418,600</b>	<b>\$1,447,500</b>	<b>\$1,476,500</b>
<b>Net expenditures</b>	<b>\$17,922,284</b>	<b>\$18,155,468</b>	<b>\$18,299,868</b>	<b>\$19,067,364</b>	<b>\$20,063,544</b>	<b>\$20,741,017</b>

**City of Foster City, California**

Water Capital Improvement Project Funds (Fund 405)

Five Year Financial Plan for the Years Ended June 30, 2029

	Projected	Five Year Financial Plan				
	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>Revenues by Source:</b>						
Sales & service charges	\$0	\$0	\$0	\$0	\$0	\$0
Connection fees	\$0	\$0	\$0	\$0	\$0	\$0
Vehicle, equipment rental and other user charges	\$0	\$0	\$0	\$0	\$0	\$0
Interest and rentals	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Revenues</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Projected Expenditures (see below)</b>	<b>\$0</b>	<b>\$150,000</b>	<b>\$300,000</b>	<b>\$2,200,000</b>	<b>\$1,500,000</b>	<b>\$1,438,000</b>
<b>Net revenues over (under) expenditures before transfers</b>	<b>\$0</b>	<b>(\$150,000)</b>	<b>(\$300,000)</b>	<b>(\$2,200,000)</b>	<b>(\$1,500,000)</b>	<b>(\$1,438,000)</b>
<b>Net Transfers In (Out)</b>	<b>\$1,120,000</b>	<b>\$1,000,000</b>	<b>\$1,000,000</b>	<b>\$1,000,000</b>	<b>\$1,000,000</b>	<b>\$1,000,000</b>
<b>Net Increase (Decrease) in Fund Balance</b>	<b>\$1,120,000</b>	<b>\$850,000</b>	<b>\$700,000</b>	<b>(\$1,200,000)</b>	<b>(\$500,000)</b>	<b>(\$438,000)</b>
<b>Opening Fund Balance</b>	<b>\$3,416,457</b>	<b>\$4,536,457</b>	<b>\$5,386,457</b>	<b>\$6,086,457</b>	<b>\$4,886,457</b>	<b>\$4,386,457</b>
<b>Ending Fund Balance</b>	<b>\$4,536,457</b>	<b>\$5,386,457</b>	<b>\$6,086,457</b>	<b>\$4,886,457</b>	<b>\$4,386,457</b>	<b>\$3,948,457</b>

	Projected	Five Year Financial Plan				
	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>Expenditures by Categories:</b>						
Employee Services	\$0	\$0	\$0	\$0	\$0	\$0
Supplies and other	\$0	\$0	\$0	\$0	\$0	\$0
Capital Improvement Projects	\$0	\$150,000	\$300,000	\$2,200,000	\$1,500,000	\$1,438,000
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total department expenses</b>	<b>\$0</b>	<b>\$150,000</b>	<b>\$300,000</b>	<b>\$2,200,000</b>	<b>\$1,500,000</b>	<b>\$1,438,000</b>
<b>Internal Services Charges</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Reallocation</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Net Expenditures</b>	<b>\$0</b>	<b>\$150,000</b>	<b>\$300,000</b>	<b>\$2,200,000</b>	<b>\$1,500,000</b>	<b>\$1,438,000</b>

**City of Foster City, California**

Water Equipment Replacement Funds (Fund 408)

Five Year Financial Plan for the Years Ended June 30, 2029

	Projected	Five Year Financial Plan				
	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>Revenues by Source:</b>						
Vehicle, equipment rental and other user charges	\$448,097	\$456,767	\$466,000	\$475,000	\$485,000	\$495,000
<b>Total Revenues</b>	<b>\$448,097</b>	<b>\$456,767</b>	<b>\$466,000</b>	<b>\$475,000</b>	<b>\$485,000</b>	<b>\$495,000</b>
<b>Projected Expenditures (see below)</b>	<b>\$249,000</b>	<b>\$226,000</b>	<b>\$230,520</b>	<b>\$235,130</b>	<b>\$239,833</b>	<b>\$244,630</b>
<b>Net revenues over (under) expenditures before transfers</b>	<b>\$199,097</b>	<b>\$230,767</b>	<b>\$235,480</b>	<b>\$239,870</b>	<b>\$245,167</b>	<b>\$250,370</b>
<b>Net Transfers In (Out)</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Net Increase (Decrease) in Fund Balance</b>	<b>\$199,097</b>	<b>\$230,767</b>	<b>\$235,480</b>	<b>\$239,870</b>	<b>\$245,167</b>	<b>\$250,370</b>
<b>Opening Fund Balance</b>	<b>\$3,913,683</b>	<b>\$4,112,780</b>	<b>\$4,343,547</b>	<b>\$4,579,027</b>	<b>\$4,818,897</b>	<b>\$5,064,064</b>
<b>Ending Fund Balance</b>	<b>\$4,112,780</b>	<b>\$4,343,547</b>	<b>\$4,579,027</b>	<b>\$4,818,897</b>	<b>\$5,064,064</b>	<b>\$5,314,434</b>

	Projected	Five Year Financial Plan				
	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>Expenditures by Categories:</b>						
Employee Services	\$0	\$0	\$0	\$0	\$0	\$0
Supplies and other	\$0	\$0	\$0	\$0	\$0	\$0
Capital Improvement Projects	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$249,000	\$226,000	\$230,520	\$235,130	\$239,833	\$244,630
<b>Total department expenses</b>	<b>\$249,000</b>	<b>\$226,000</b>	<b>\$230,520</b>	<b>\$235,130</b>	<b>\$239,833</b>	<b>\$244,630</b>
<b>Internal Services Charges</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Reallocation</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Net Expenditures</b>	<b>\$249,000</b>	<b>\$226,000</b>	<b>\$230,520</b>	<b>\$235,130</b>	<b>\$239,833</b>	<b>\$244,630</b>

**City of Foster City, California**

Water Connection Funds (Fund 409)

Five Year Financial Plan for the Years Ended June 30, 2029

	Projected	Five Year Financial Plan				
	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>Revenues by Source:</b>						
<b>Connection fees</b>	\$255,977	\$0	\$0	\$0	\$0	\$0
<b>Interest</b>	\$51,282	\$32,800	\$21,100	\$21,100	\$21,000	\$21,100
<b>Total Revenues</b>	\$307,259	\$32,800	\$21,100	\$21,100	\$21,000	\$21,100
<b>Projected Expenditures (see below)</b>	\$1,100,000	\$100,000	\$0	\$500,000	\$0	\$0
<b>Net revenues over (under) expenditures before transfers</b>	(\$792,741)	(\$67,200)	\$21,100	(\$478,900)	\$21,000	\$21,100
<b>Net Transfers In (Out)</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Net Increase (Decrease) in Fund Balance</b>	(\$792,741)	(\$67,200)	\$21,100	(\$478,900)	\$21,000	\$21,100
<b>Opening Fund Balance</b>	\$1,206,901	\$414,160	\$346,960	\$368,060	(\$110,840)	(\$89,840)
<b>Ending Fund Balance</b>	\$414,160	\$346,960	\$368,060	(\$110,840)	(\$89,840)	(\$68,740)

	Projected	Five Year Financial Plan				
	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>Expenditures by Categories:</b>						
<i>Employee Services</i>	\$0	\$0	\$0	\$0	\$0	\$0
<i>Supplies and other</i>	\$0	\$0	\$0	\$0	\$0	\$0
<i>Capital Improvement Projects</i>	\$1,100,000	\$100,000	\$0	\$500,000	\$0	\$0
<i>Capital Outlay</i>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total department expenses</b>	\$1,100,000	\$100,000	\$0	\$500,000	\$0	\$0
<b>Internal Services Charges</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Reallocation</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Net Expenditures</b>	\$1,100,000	\$100,000	\$0	\$500,000	\$0	\$0

**City of Foster City, California**

Wastewater Collection System Operating Funds (excluding CIP) (Fund 451)

Five Year Financial Plan for the Years Ended June 30, 2029

	Projected	Five Year Financial Plan				
	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>Revenues by Source:</b>						
<b>Sales &amp; service charges</b>	\$20,799,000	\$21,284,000	\$21,788,000	\$22,304,000	\$22,832,000	\$23,372,000
<b>Interest and rentals</b>	\$2,346,640	\$1,120,000	\$423,600	\$423,600	\$423,600	\$423,600
<b>Other</b>	\$2,286	\$0	\$0	\$0	\$0	\$0
<b>Total Revenues</b>	\$23,147,926	\$22,404,000	\$22,211,600	\$22,727,600	\$23,255,600	\$23,795,600
<b>Projected Expenditures (see below)</b>	\$9,981,803	\$10,688,815	\$11,174,394	\$11,550,967	\$12,697,742	\$13,003,484
<b>Net revenues over (under) expenditures before transfers</b>	\$13,166,123	\$11,715,185	\$11,037,206	\$11,176,633	\$10,557,858	\$10,792,116
<b>Net Transfers In (Out)</b>	(\$16,729,900)	(\$13,702,749)	(\$15,178,275)	(\$6,840,093)	(\$9,084,631)	(\$9,084,162)
<b>Net Increase (Decrease) in Fund Balance</b>	(\$3,563,777)	(\$1,987,564)	(\$4,141,069)	\$4,336,540	\$1,473,227	\$1,707,954
<b>Opening Fund Balance</b>	\$16,328,882	\$12,765,105	\$10,777,541	\$6,636,472	\$10,973,012	\$12,446,239
<b>Ending Fund Balance</b>	\$12,765,105	\$10,777,541	\$6,636,472	\$10,973,012	\$12,446,239	\$14,154,193

	Projected	Five Year Financial Plan				
	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>Expenditures by Categories:</b>						
<b>Employee Services</b>	\$2,929,928	\$3,056,628	\$3,130,371	\$3,225,887	\$3,290,015	\$3,411,484
Salaries and Wages	\$1,596,057	\$1,683,348	\$1,733,823	\$1,785,878	\$1,839,479	\$1,894,663
PERS	\$509,586	\$538,260	\$543,245	\$567,555	\$558,033	\$603,387
Flex Allowance (Health)	\$331,470	\$332,600	\$349,230	\$366,692	\$385,023	\$404,275
Workers Compensation	\$128,136	\$130,504	\$130,504	\$130,504	\$130,504	\$130,504
Other	\$364,679	\$371,916	\$373,569	\$375,258	\$376,976	\$378,655
<b>Supplies and other</b>	\$4,433,550	\$4,601,950	\$4,919,998	\$5,138,441	\$6,157,241	\$6,276,416
<b>Capital Improvement Projects</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Capital Outlay</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total department expenses</b>	\$7,363,478	\$7,658,578	\$8,050,369	\$8,364,328	\$9,447,256	\$9,687,900
<b>Internal Services Charges</b>	\$1,662,610	\$1,985,160	\$2,058,025	\$2,099,239	\$2,141,286	\$2,184,184
<b>Reallocation</b>	\$955,715	\$1,045,077	\$1,066,000	\$1,087,400	\$1,109,200	\$1,131,400
<b>Net expenditures</b>	\$9,981,803	\$10,688,815	\$11,174,394	\$11,550,967	\$12,697,742	\$13,003,484



**City of Foster City, California**

Wastewater Rate Stabilization Fund (Fund 453)

Five Year Financial Plan for the Years Ended June 30, 2029

	Projected	Five Year Financial Plan				
	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>Revenues by Source:</b>						
Other	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Revenues</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Projected Expenditures (see below)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Net revenues over (under) expenditures before transfers</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Net Transfers In (Out)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Net Increase (Decrease) in Fund Balance</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Opening Fund Balance</b>	<b>\$2,000,000</b>	<b>\$2,000,000</b>	<b>\$2,000,000</b>	<b>\$2,000,000</b>	<b>\$2,000,000</b>	<b>\$2,000,000</b>
<b>Ending Fund Balance</b>	<b>\$2,000,000</b>	<b>\$2,000,000</b>	<b>\$2,000,000</b>	<b>\$2,000,000</b>	<b>\$2,000,000</b>	<b>\$2,000,000</b>

	Projected	Five Year Financial Plan				
	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>Expenditures by Categories:</b>						
<i>Employee Services</i>	\$0	\$0	\$0	\$0	\$0	\$0
<i>Supplies and other</i>	\$0	\$0	\$0	\$0	\$0	\$0
<i>Capital Improvement Projects</i>	\$0	\$0	\$0	\$0	\$0	\$0
<i>Capital Outlay</i>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total department expenses</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Internal Services Charges</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Reallocation</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Net Expenditures</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**City of Foster City, California**

San Mateo-Foster City Public Financing Authority Loan Fund (Fund 454)

Five Year Financial Plan for the Years Ended June 30, 2029

	Projected	Five Year Financial Plan				
	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>Revenues by Source:</b>						
Interest and rentals	\$0	\$0	\$0	\$0	\$0	\$0
Loan Proceeds	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Revenues</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Projected Expenditures (see below)</b>	<b>\$1,863,716</b>	<b>\$1,867,891</b>	<b>\$1,862,966</b>	<b>\$1,865,591</b>	<b>\$1,866,466</b>	<b>\$1,865,591</b>
<b>Net revenues over (under) expenditures before transfers</b>	<b>(\$1,863,716)</b>	<b>(\$1,867,891)</b>	<b>(\$1,862,966)</b>	<b>(\$1,865,591)</b>	<b>(\$1,866,466)</b>	<b>(\$1,865,591)</b>
<b>Net Transfers In (Out)</b>	<b>\$2,089,225</b>	<b>\$2,091,650</b>	<b>\$2,088,475</b>	<b>\$2,091,100</b>	<b>\$2,091,975</b>	<b>\$2,091,100</b>
<b>Net Increase (Decrease) in Fund Balance</b>	<b>\$225,509</b>	<b>\$223,759</b>	<b>\$225,509</b>	<b>\$225,509</b>	<b>\$225,509</b>	<b>\$225,509</b>
<b>Opening Fund Balance</b>	<b>(\$38,478,808)</b>	<b>(\$38,253,299)</b>	<b>(\$38,029,540)</b>	<b>(\$37,804,031)</b>	<b>(\$37,578,522)</b>	<b>(\$37,353,013)</b>
<b>Ending Fund Balance*</b>	<b>(\$38,253,299)</b>	<b>(\$38,029,540)</b>	<b>(\$37,804,031)</b>	<b>(\$37,578,522)</b>	<b>(\$37,353,013)</b>	<b>(\$37,127,504)</b>

	Projected	Five Year Financial Plan				
	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>Expenditures by Categories:</b>						
<i>Employee Services</i>	\$0	\$0	\$0	\$0	\$0	\$0
<i>Supplies and other</i>	\$1,863,716	\$1,867,891	\$1,862,966	\$1,865,591	\$1,866,466	\$1,865,591
<i>Capital Improvement Projects</i>	\$0	\$0	\$0	\$0	\$0	\$0
<i>Capital Outlay</i>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total department expenses</b>	<b>\$1,863,716</b>	<b>\$1,867,891</b>	<b>\$1,862,966</b>	<b>\$1,865,591</b>	<b>\$1,866,466</b>	<b>\$1,865,591</b>
<b>Internal Services Charges</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Reallocation</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Net expenditures</b>	<b>\$1,863,716</b>	<b>\$1,867,891</b>	<b>\$1,862,966</b>	<b>\$1,865,591</b>	<b>\$1,866,466</b>	<b>\$1,865,591</b>

**City of Foster City, California**

Wastewater Capital Improvement Project Funds (Fund 455)

Five Year Financial Plan for the Years Ended June 30, 2029

	Projected	Five Year Financial Plan				
	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>Revenues by Source:</b>						
Bond Proceeds	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Revenues</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Projected Expenditures (see below)</b>	<b>\$11,729,789</b>	<b>\$10,625,263</b>	<b>\$12,277,312</b>	<b>\$3,000,000</b>	<b>\$100,000</b>	<b>\$4,200,000</b>
<b>Net revenues over (under) expenditures before transfers</b>	<b>(\$11,729,789)</b>	<b>(\$10,625,263)</b>	<b>(\$12,277,312)</b>	<b>(\$3,000,000)</b>	<b>(\$100,000)</b>	<b>(\$4,200,000)</b>
<b>Loan from General Fund for WWTP Project</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Net Transfers In (Out)</b>	<b>\$25,735,063</b>	<b>\$7,600,000</b>	<b>\$7,600,000</b>	<b>\$4,100,000</b>	<b>\$3,100,000</b>	<b>\$3,100,000</b>
<b>Net Increase (Decrease) in Fund Balance</b>	<b>\$14,005,274</b>	<b>(\$3,025,263)</b>	<b>(\$4,677,312)</b>	<b>\$1,100,000</b>	<b>\$3,000,000</b>	<b>(\$1,100,000)</b>
<b>Opening Fund Balance</b>	<b>\$114,450,447</b>	<b>\$128,455,721</b>	<b>\$125,430,458</b>	<b>\$120,753,146</b>	<b>\$121,853,146</b>	<b>\$124,853,146</b>
<b>Ending Fund Balance</b>	<b>\$ 128,455,721</b>	<b>\$125,430,458</b>	<b>\$120,753,146</b>	<b>\$121,853,146</b>	<b>\$124,853,146</b>	<b>\$123,753,146</b>

	Projected	Five Year Financial Plan				
	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>Expenditures by Categories:</b>						
<i>Employee Services</i>	\$0	\$0	\$0	\$0	\$0	\$0
<i>Supplies and other</i>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Capital Improvement Projects</b>	<b>\$11,729,789</b>	<b>\$10,625,263</b>	<b>\$12,277,312</b>	<b>\$3,000,000</b>	<b>\$100,000</b>	<b>\$4,200,000</b>
<b>Capital Outlay</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total department expenses</b>	<b>\$11,729,789</b>	<b>\$10,625,263</b>	<b>\$12,277,312</b>	<b>\$3,000,000</b>	<b>\$100,000</b>	<b>\$4,200,000</b>
<b>Internal Services Charges</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Reallocation</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Net expenditures</b>	<b>\$11,729,789</b>	<b>\$10,625,263</b>	<b>\$12,277,312</b>	<b>\$3,000,000</b>	<b>\$100,000</b>	<b>\$4,200,000</b>

**City of Foster City, California**

Wastewater Expansion Fund (Fund 456)

Five Year Financial Plan for the Years Ended June 30, 2029

	Projected	Five Year Financial Plan				
	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>Revenues by Source:</b>						
Vehicle, equipment rental and other user charges	\$2,797	\$636	\$636	\$636	\$636	\$636
Interest and rentals	\$0	\$0	\$0	\$0	\$0	\$0
Bond Proceeds	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Revenues</b>	<b>\$2,797</b>	<b>\$636</b>	<b>\$636</b>	<b>\$636</b>	<b>\$636</b>	<b>\$636</b>
<b>Projected Expenditures (see below)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Net revenues over (under) expenditures before transfers	\$2,797	\$636	\$636	\$636	\$636	\$636
Net Transfers In (Out)	(\$4,275)	(\$636)	(\$636)	(\$636)	(\$636)	(\$636)
Net Increase (Decrease) in Fund Balance	(\$1,478)	\$0	\$0	\$0	\$0	\$0
Opening Fund Balance	\$1,478	\$0	\$0	\$0	\$0	\$0
<b>Ending Fund Balance</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

	Projected	Five Year Financial Plan				
	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>Expenditures by Categories:</b>						
Employee Services	\$0	\$0	\$0	\$0	\$0	\$0
Supplies and other	\$0	\$0	\$0	\$0	\$0	\$0
Capital Improvement Projects	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total department expenses</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Internal Services Charges	\$0	\$0	\$0	\$0	\$0	\$0
Reallocation	\$0	\$0	\$0	\$0	\$0	\$0
<b>Net expenditures</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**City of Foster City, California**

Wastewater Equipment Replacement Funds (Fund 458)

Five Year Financial Plan for the Years Ended June 30, 2029

	Projected	Five Year Financial Plan				
	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>Revenues by Source:</b>						
Vehicle, equipment rental and other user charges	\$342,955	\$462,234	\$471,000	\$480,000	\$490,000	\$500,000
<b>Total Revenues</b>	<b>\$342,955</b>	<b>\$462,234</b>	<b>\$471,000</b>	<b>\$480,000</b>	<b>\$490,000</b>	<b>\$500,000</b>
<b>Projected Expenditures (see below)</b>	<b>\$423,501</b>	<b>\$142,350</b>	<b>\$142,350</b>	<b>\$142,350</b>	<b>\$142,350</b>	<b>\$142,350</b>
<b>Net revenues over (under) expenditures before transfers</b>	<b>(\$80,546)</b>	<b>\$319,884</b>	<b>\$328,650</b>	<b>\$337,650</b>	<b>\$347,650</b>	<b>\$357,650</b>
<b>Net Transfers In (Out)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Net Increase (Decrease) in Fund Balance</b>	<b>(\$80,546)</b>	<b>\$319,884</b>	<b>\$328,650</b>	<b>\$337,650</b>	<b>\$347,650</b>	<b>\$357,650</b>
<b>Opening Fund Balance</b>	<b>\$2,504,974</b>	<b>\$2,424,428</b>	<b>\$2,744,312</b>	<b>\$3,072,962</b>	<b>\$3,410,612</b>	<b>\$3,758,262</b>
<b>Ending Fund Balance</b>	<b>\$2,424,428</b>	<b>\$2,744,312</b>	<b>\$3,072,962</b>	<b>\$3,410,612</b>	<b>\$3,758,262</b>	<b>\$4,115,912</b>

	Projected	Five Year Financial Plan				
	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>Expenditures by Categories:</b>						
Employee Services	\$0	\$0	\$0	\$0	\$0	\$0
Supplies and other	\$0	\$0	\$0	\$0	\$0	\$0
Capital Improvement Projects	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$423,501	\$142,350	\$142,350	\$142,350	\$142,350	\$142,350
<b>Total department expenses</b>	<b>\$423,501</b>	<b>\$142,350</b>	<b>\$142,350</b>	<b>\$142,350</b>	<b>\$142,350</b>	<b>\$142,350</b>
<b>Internal Services Charges</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Reallocation</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Net expenditures</b>	<b>\$423,501</b>	<b>\$142,350</b>	<b>\$142,350</b>	<b>\$142,350</b>	<b>\$142,350</b>	<b>\$142,350</b>

**City of Foster City, California**

Water Infrastructure Finance and Innovation Act (WIFIA) (Fund 459)

Five Year Financial Plan for the Years Ended June 30, 2029

	Projected	Five Year Financial Plan				
	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>Revenues by Source:</b>						
Interest and rentals	\$1,009,755	\$1,900,000	\$100,000	\$0	\$0	\$0
Bond Proceeds	\$0	\$0	\$0	\$66,860,640	\$0	\$0
<b>Total Revenues</b>	<b>\$1,009,755</b>	<b>\$1,900,000</b>	<b>\$100,000</b>	<b>\$66,860,640</b>	<b>\$0</b>	<b>\$0</b>
<b>Projected Expenditures (see below)</b>	<b>\$3,144,950</b>	<b>\$3,875,403</b>	<b>\$3,144,950</b>	<b>\$1,957,056</b>	<b>\$758,484</b>	<b>\$737,004</b>
<b>Net revenues over (under) expenditures before transfers</b>	<b>(\$2,135,195)</b>	<b>(\$1,975,403)</b>	<b>(\$3,044,950)</b>	<b>\$64,903,584</b>	<b>(\$758,484)</b>	<b>(\$737,004)</b>
<b>Net Transfers In (Out)</b>	<b>\$3,144,950</b>	<b>\$3,875,403</b>	<b>\$4,228,832</b>	<b>\$388,056</b>	<b>\$2,631,752</b>	<b>\$2,632,190</b>
<b>Net Increase (Decrease) in Fund Balance</b>	<b>\$1,009,755</b>	<b>\$1,900,000</b>	<b>\$1,183,882</b>	<b>\$65,291,640</b>	<b>\$1,873,268</b>	<b>\$1,895,186</b>
<b>Opening Fund Balance</b>	<b>(\$59,130,783)</b>	<b>(\$58,121,028)</b>	<b>(\$56,221,028)</b>	<b>(\$55,037,146)</b>	<b>\$10,254,494</b>	<b>\$12,127,762</b>
<b>Ending Fund Balance</b>	<b>(\$58,121,028)</b>	<b>(\$56,221,028)</b>	<b>(\$55,037,146)</b>	<b>\$10,254,494</b>	<b>\$12,127,762</b>	<b>\$14,022,948</b>

	Projected	Five Year Financial Plan				
	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>Expenditures by Categories:</b>						
<i>Employee Services</i>	\$0	\$0	\$0	\$0	\$0	\$0
<i>Supplies and other</i>	\$3,144,950	\$3,875,403	\$3,144,950	\$1,957,056	\$758,484	\$737,004
<i>Capital Improvement Projects</i>	\$0	\$0	\$0	\$0	\$0	\$0
<i>Capital Outlay</i>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total department expenses</b>	<b>\$3,144,950</b>	<b>\$3,875,403</b>	<b>\$3,144,950</b>	<b>\$1,957,056</b>	<b>\$758,484</b>	<b>\$737,004</b>
<b>Internal Services Charges</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Reallocation</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Net Expenditures</b>	<b>\$3,144,950</b>	<b>\$3,875,403</b>	<b>\$3,144,950</b>	<b>\$1,957,056</b>	<b>\$758,484</b>	<b>\$737,004</b>

**City of Foster City, California**

Wastewater Connection (Fund 460)

Five Year Financial Plan for the Years Ended June 30, 2029

	Projected	Five Year Financial Plan				
	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>Revenues by Source:</b>						
<b>Connection fees</b>	\$713,494	\$8,928,037	\$0	\$0	\$0	\$0
<b>Interest</b>	\$15,966	\$8,800	\$6,300	\$6,300	\$6,300	\$6,300
<b>Total Revenues</b>	\$729,460	\$8,936,837	\$6,300	\$6,300	\$6,300	\$6,300
<b>Projected Expenditures (see below)</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Net revenues over (under) expenditures before transfers</b>	\$729,460	\$8,936,837	\$6,300	\$6,300	\$6,300	\$6,300
<b>Net Transfers In (Out)</b>	\$0	\$0	\$0	(\$1,000,000)	\$0	\$0
<b>Net Increase (Decrease) in Fund Balance</b>	\$729,460	\$8,936,837	\$6,300	(\$993,700)	\$6,300	\$6,300
<b>Opening Fund Balance</b>	\$ 347,531	\$1,076,991	\$10,013,828	\$10,020,128	\$9,026,428	\$9,032,728
<b>Ending Fund Balance</b>	\$ 1,076,991	\$10,013,828	\$10,020,128	\$9,026,428	\$9,032,728	\$9,039,028

	Projected	Five Year Financial Plan				
	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>Expenditures by Categories:</b>						
<i>Employee Services</i>	\$0	\$0	\$0	\$0	\$0	\$0
<i>Supplies and other</i>	\$0	\$0	\$0	\$0	\$0	\$0
<i>Capital Improvement Projects</i>	\$0	\$0	\$0	\$0	\$0	\$0
<i>Capital Outlay</i>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total department expenses</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Internal Services Charges</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Reallocation</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Net Expenditures</b>	\$0	\$0	\$0	\$0	\$0	\$0

**City of Foster City, California**

State Revolving Fund / Other Bonds (Fund 461)

Five Year Financial Plan for the Years Ended June 30, 2029

	Projected	Five Year Financial Plan				
	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>Revenues by Source:</b>						
Bond Proceeds	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Revenues</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Projected Expenditures (see below)</b>	<b>\$0</b>	<b>\$136,332</b>	<b>\$1,261,604</b>	<b>\$1,261,572</b>	<b>\$1,261,540</b>	<b>\$1,261,508</b>
<b>Net revenues over (under) expenditures before transfers</b>	<b>\$0</b>	<b>(\$136,332)</b>	<b>(\$1,261,604)</b>	<b>(\$1,261,572)</b>	<b>(\$1,261,540)</b>	<b>(\$1,261,508)</b>
<b>Net Transfers In (Out)</b>	<b>(\$14,235,063)</b>	<b>\$136,332</b>	<b>\$1,261,604</b>	<b>\$1,261,573</b>	<b>\$1,261,540</b>	<b>\$1,261,508</b>
<b>Net Increase (Decrease) in Fund Balance</b>	<b>(\$14,235,063)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1</b>	<b>\$0</b>	<b>\$0</b>
<b>Opening Fund Balance</b>	<b>\$0</b>	<b>(\$14,235,063)</b>	<b>(\$14,235,063)</b>	<b>(\$14,235,063)</b>	<b>(\$14,235,062)</b>	<b>(\$14,235,062)</b>
<b>Ending Fund Balance</b>	<b>(\$14,235,063)</b>	<b>(\$14,235,063)</b>	<b>(\$14,235,063)</b>	<b>(\$14,235,062)</b>	<b>(\$14,235,062)</b>	<b>(\$14,235,062)</b>

	Projected	Five Year Financial Plan				
	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>Expenditures by Categories:</b>						
<i>Employee Services</i>	\$0	\$0	\$0	\$0	\$0	\$0
<i>Supplies and other</i>	\$0	\$136,332	\$1,261,604	\$1,261,572	\$1,261,540	\$1,261,508
<i>Capital Improvement Projects</i>	\$0	\$0	\$0	\$0	\$0	\$0
<i>Capital Outlay</i>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total department expenses</b>	<b>\$0</b>	<b>\$136,332</b>	<b>\$1,261,604</b>	<b>\$1,261,572</b>	<b>\$1,261,540</b>	<b>\$1,261,508</b>
<b>Internal Services Charges</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Reallocation</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Net Expenditures</b>	<b>\$0</b>	<b>\$136,332</b>	<b>\$1,261,604</b>	<b>\$1,261,572</b>	<b>\$1,261,540</b>	<b>\$1,261,508</b>



**City of Foster City, California**

Internal Service Funds (Fund 501-509)

Five Year Financial Plan for the Years Ended June 30, 2029

	Projected	Five Year Financial Plan				
	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>Revenues by Source:</b>						
Vehicle, equipment rental and other user charges	\$10,553,569	\$11,437,518	\$12,068,621	\$12,306,099	\$12,547,142	\$12,793,146
Interest and rentals	\$2,036,498	\$1,207,300	\$897,400	\$897,400	\$897,400	\$897,400
Other	\$40,662	\$40,662	\$41,474	\$42,301	\$43,145	\$44,006
<b>Total Revenues</b>	<b>\$12,630,729</b>	<b>\$12,685,480</b>	<b>\$13,007,495</b>	<b>\$13,245,800</b>	<b>\$13,487,687</b>	<b>\$13,734,552</b>
<b>Projected Expenditures (see below)</b>	<b>\$11,049,392</b>	<b>\$13,682,460</b>	<b>\$12,587,993</b>	<b>\$12,370,106</b>	<b>\$13,481,791</b>	<b>\$13,504,149</b>
<b>Net revenues over (under) expenditures before transfers</b>	<b>\$1,581,337</b>	<b>(\$996,980)</b>	<b>\$419,502</b>	<b>\$875,694</b>	<b>\$5,896</b>	<b>\$230,403</b>
<b>Net Transfers In (Out)</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$372,000)</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$885,000)</b>
<b>Net Increase (Decrease) in Fund Balance</b>	<b>\$1,581,337</b>	<b>(\$996,980)</b>	<b>\$47,502</b>	<b>\$875,694</b>	<b>\$5,896</b>	<b>(\$654,597)</b>
<b>Opening Fund Balance</b>	<b>\$40,412,331</b>	<b>\$41,993,668</b>	<b>\$40,996,688</b>	<b>\$41,044,190</b>	<b>\$41,919,884</b>	<b>\$41,925,780</b>
<b>Ending Fund Balance</b>	<b>\$41,993,668</b>	<b>\$40,996,688</b>	<b>\$41,044,190</b>	<b>\$41,919,884</b>	<b>\$41,925,780</b>	<b>\$41,271,183</b>

	Projected	Five Year Financial Plan				
	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>Expenditures by Categories:</b>						
<b>Employee Services</b>	<b>\$3,703,324</b>	<b>\$4,116,746</b>	<b>\$4,198,223</b>	<b>\$4,318,165</b>	<b>\$4,399,705</b>	<b>\$4,549,033</b>
Salaries and Wages	\$1,586,699	\$1,758,924	\$1,811,650	\$1,866,061	\$1,922,084	\$1,979,724
PERS	\$525,670	\$612,592	\$618,622	\$647,222	\$635,679	\$688,828
Flex Allowance (Health)	\$263,985	\$340,945	\$357,994	\$375,893	\$394,685	\$414,421
Workers Compensation	\$79,349	\$93,170	\$93,170	\$93,170	\$93,170	\$93,170
Other	\$1,247,621	\$1,311,115	\$1,316,787	\$1,335,819	\$1,354,087	\$1,372,890
<b>Supplies and other</b>	<b>\$4,671,757</b>	<b>\$5,472,850</b>	<b>\$5,555,595</b>	<b>\$5,661,864</b>	<b>\$5,770,366</b>	<b>\$5,881,017</b>
<b>Capital Improvement Projects</b>	<b>\$0</b>	<b>\$1,861,400</b>	<b>\$480,000</b>	<b>\$0</b>	<b>\$885,000</b>	<b>\$610,000</b>
<b>Capital Outlay</b>	<b>\$2,196,915</b>	<b>\$1,768,900</b>	<b>\$1,847,490</b>	<b>\$1,873,193</b>	<b>\$1,899,420</b>	<b>\$1,926,168</b>
<b>Total department expenses</b>	<b>\$10,571,996</b>	<b>\$13,219,896</b>	<b>\$12,081,308</b>	<b>\$11,853,222</b>	<b>\$12,954,491</b>	<b>\$12,966,218</b>
<b>Internal Services Charges</b>	<b>\$477,396</b>	<b>\$462,564</b>	<b>\$506,685</b>	<b>\$516,884</b>	<b>\$527,300</b>	<b>\$537,931</b>
<b>Reallocation</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Net expenditures</b>	<b>\$11,049,392</b>	<b>\$13,682,460</b>	<b>\$12,587,993</b>	<b>\$12,370,106</b>	<b>\$13,481,791</b>	<b>\$13,504,149</b>

**City of Foster City, California**

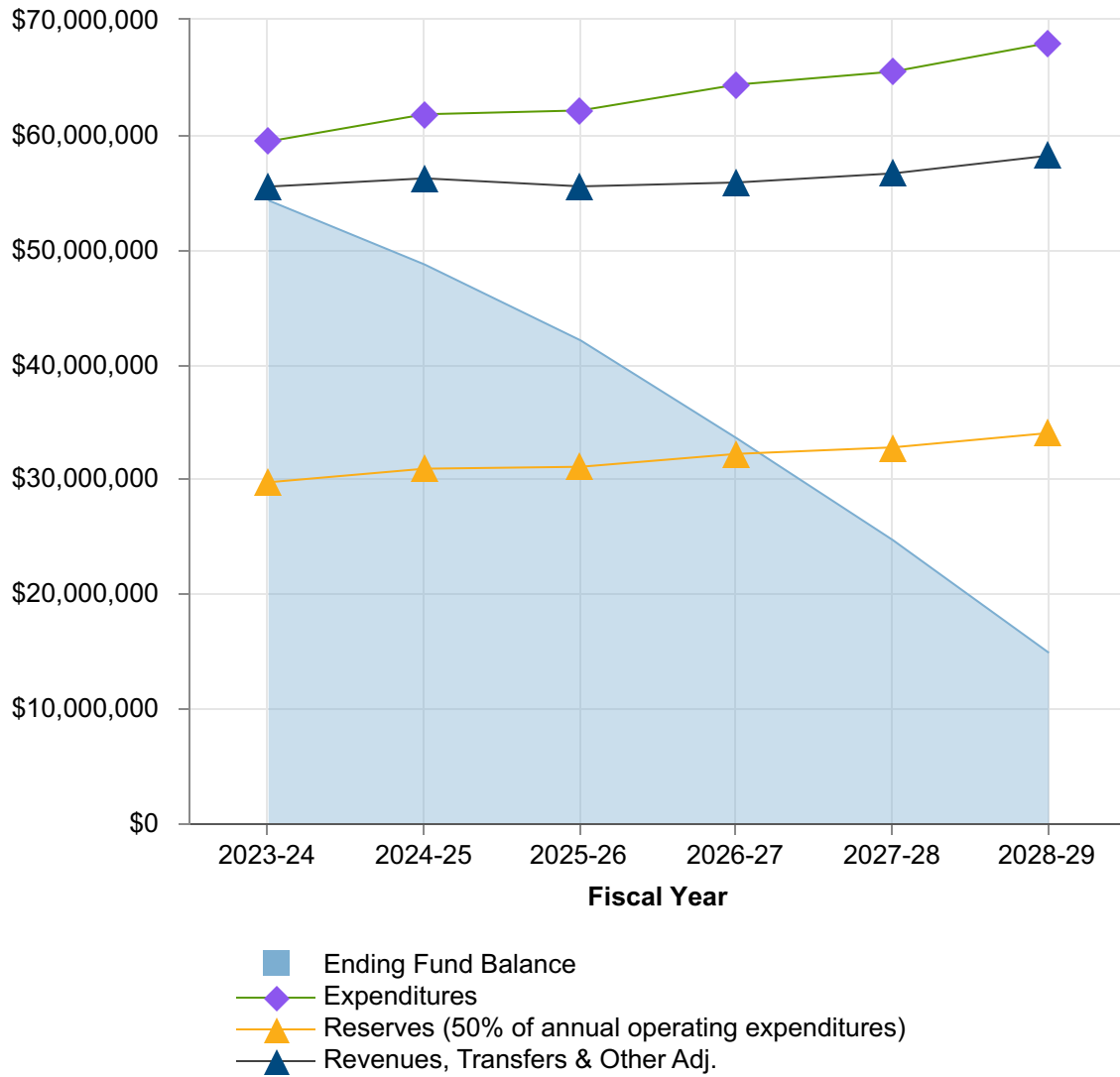
Fiduciary Funds (Fund 604 - 608)

Five Year Financial Plan for the Years Ended June 30, 2029

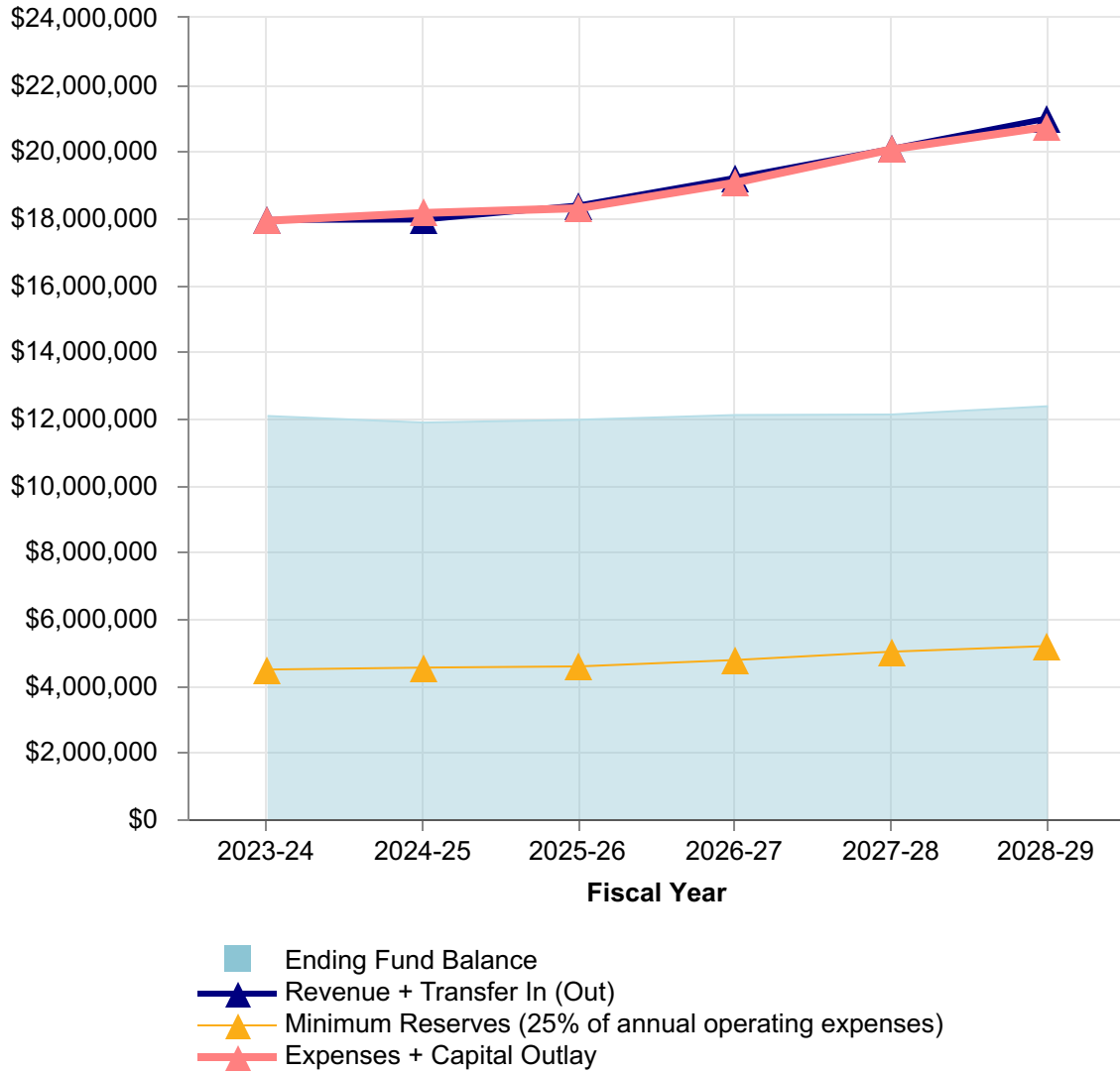
	Projected	Five Year Financial Plan				
	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>Revenues by Source:</b>						
Sales & service charges	\$288,000	\$296,500	\$302,400	\$308,400	\$314,600	\$320,900
Interest and rentals	\$9,794	\$3,800	\$2,500	\$2,500	\$2,500	\$2,500
Other	\$320,000	\$149,000	\$152,000	\$156,000	\$160,000	\$164,000
<b>Total Revenues</b>	<b>\$617,794</b>	<b>\$449,300</b>	<b>\$456,900</b>	<b>\$466,900</b>	<b>\$477,100</b>	<b>\$487,400</b>
<b>Projected Expenditures (see below)</b>	<b>\$828,051</b>	<b>\$774,392</b>	<b>\$676,855</b>	<b>\$688,310</b>	<b>\$699,943</b>	<b>\$711,652</b>
<b>Net revenues over (under) expenditures before transfers</b>	<b>(\$210,257)</b>	<b>(\$325,092)</b>	<b>(\$219,955)</b>	<b>(\$221,410)</b>	<b>(\$222,843)</b>	<b>(\$224,252)</b>
<b>Net Transfers In (Out)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Net Increase (Decrease) in Fund Balance</b>	<b>(\$210,257)</b>	<b>(\$325,092)</b>	<b>(\$219,955)</b>	<b>(\$221,410)</b>	<b>(\$222,843)</b>	<b>(\$224,252)</b>
<b>Opening Fund Balance</b>	<b>(\$592,859)</b>	<b>(\$803,116)</b>	<b>(\$1,128,208)</b>	<b>(\$1,348,163)</b>	<b>(\$1,569,573)</b>	<b>(\$1,792,416)</b>
<b>Ending Fund Balance</b>	<b>(\$803,116)</b>	<b>(\$1,128,208)</b>	<b>(\$1,348,163)</b>	<b>(\$1,569,573)</b>	<b>(\$1,792,416)</b>	<b>(\$2,016,668)</b>

	Projected	Five Year Financial Plan				
	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>Expenditures by Categories:</b>						
Employee Services	\$0	\$0	\$0	\$0	\$0	\$0
Supplies and other	\$828,051	\$774,392	\$676,855	\$688,310	\$699,943	\$711,652
Capital Improvement Projects	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total department expenses</b>	<b>\$828,051</b>	<b>\$774,392</b>	<b>\$676,855</b>	<b>\$688,310</b>	<b>\$699,943</b>	<b>\$711,652</b>
<b>Internal Services Charges</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Reallocation</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Net expenditures</b>	<b>\$828,051</b>	<b>\$774,392</b>	<b>\$676,855</b>	<b>\$688,310</b>	<b>\$699,943</b>	<b>\$711,652</b>

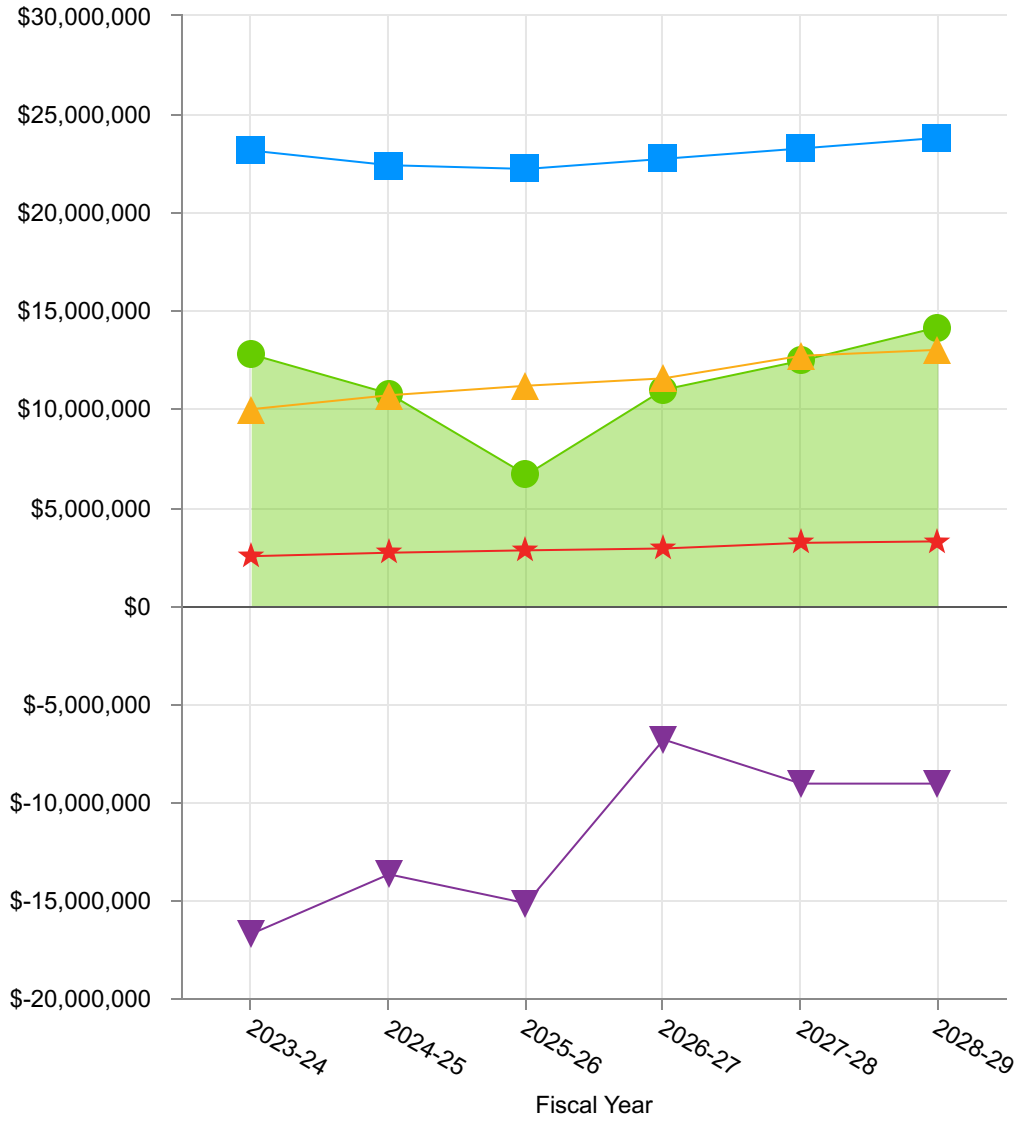
## City of Foster City General Fund (Funds 001-003)



## Estero Municipal Improvement District Water Operating Fund



### Estero Municipal Improvement District Wastewater Operating Fund



- Ending Fund Balance
- Revenue
- ★ Minimum Reserves (25% of annual operating expenses)
- ▲ Expenses + Capital Outlay
- ▼ Transfer In (Out) include transfers out for debt svcs/project cost/annual CIP Fund

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# *FINANCIAL AND PERSONNEL SUMMARY*



**CITY OF FOSTER CITY / EMID**

Summary of Resources and Requirements by Funds

For the Fiscal Year Ended June 30, 2025

PRELIMINARY BUDGET

Fund	*Available July 1, 2024	Estimated Revenues	Transfers In	Transfers Out	Total Available	Operating Expenditures	Capital Expenditures	Total Requirements	Net Change in Reserves	*Available June 30, 2025
<b>General Funds</b>										
001 GENERAL FUND	\$54,265,638	\$20,144,739	\$39,245,460	\$6,757,192	\$106,898,645	\$58,216,646	\$0	\$58,216,646	(\$5,583,639)	\$48,681,999
002 GENERAL FUND-DISTRICT	\$0	\$39,652,060	\$0	\$39,245,460	\$406,600	\$406,600	\$0	\$406,600	\$0	\$0
003 SPECIAL RECREATION	\$0	\$2,140,589	\$1,007,192	\$0	\$3,147,781	\$3,147,781	\$0	\$3,147,781	\$0	\$0
005 COMMUNITY BENEFIT PROGRAM	\$866,426	\$20,000	\$0	\$0	\$886,426	\$162,000	\$0	\$162,000	(\$142,000)	\$724,426
006 DRUG ABUSE RESIST EDUCATION	\$42,833	\$1,000	\$0	\$0	\$43,833	\$38,366	\$0	\$38,366	(\$37,366)	\$5,467
007 SOLAR INCENTIVE GRANT PROGRAM	\$46,384	\$1,800	\$0	\$0	\$48,184	\$25,000	\$0	\$25,000	(\$23,200)	\$23,184
008 EE HOME LOAN PROGRAM	\$64,159	\$1,450	\$0	\$0	\$65,609	\$0	\$0	\$0	\$1,450	\$65,609
009 ASSET SEIZURE	\$22,856	\$1,700	\$0	\$0	\$24,556	\$4,097	\$0	\$4,097	(\$2,397)	\$20,459
010 PENSION STABILIZATION	\$98,714	\$3,300	\$0	\$0	\$102,014	\$0	\$0	\$0	\$3,300	\$102,014
011 FACILITIES REPLACEMENT	\$2,583,074	\$75,700	\$0	\$0	\$2,658,774	\$0	\$0	\$0	\$75,700	\$2,658,774
012 SUSTAINABLE FC	\$147,959	\$4,700	\$50,000	\$0	\$202,659	\$8,700	\$0	\$8,700	\$46,000	\$193,959
<b>Subtotal General Funds</b>	<b>\$58,138,043</b>	<b>\$62,047,038</b>	<b>\$40,302,652</b>	<b>\$46,002,652</b>	<b>\$114,485,081</b>	<b>\$62,009,190</b>	<b>\$0</b>	<b>\$62,009,190</b>	<b>(\$5,662,152)</b>	<b>\$52,475,891</b>
<b>Special Revenue Funds</b>										
101 TRAFFIC SAFETY	\$7,497	\$40,000	\$0	\$0	\$47,497	\$40,000	\$0	\$40,000	\$0	\$7,497
102 MEASURE "A"	\$1,511,662	\$1,062,000	\$0	\$0	\$2,573,662	\$0	\$1,000,000	\$1,000,000	\$62,000	\$1,573,662
103 GAS TAX	\$519,637	\$922,129	\$0	\$0	\$1,441,766	\$609,000	\$500,000	\$1,109,000	(\$186,871)	\$332,766
104 PARK IN-LIEU FEES	\$3,029,645	\$100,000	\$0	\$0	\$3,129,645	\$0	\$745,000	\$745,000	(\$645,000)	\$2,384,645
105 MEASURE M	\$21,700	\$124,100	\$0	\$0	\$145,800	\$0	\$0	\$0	\$124,100	\$145,800
108 SLESF/COPS GRANT	\$55,000	\$165,000	\$0	\$0	\$220,000	\$100,000	\$0	\$100,000	\$65,000	\$120,000
114 CalOpps Fund	\$209,662	\$564,400	\$0	\$0	\$774,062	\$466,040	\$0	\$466,040	\$98,360	\$308,022
116 FOSTER CITY FOUNDATION FUND	\$293,914	\$40,200	\$0	\$0	\$334,114	\$85,000	\$0	\$85,000	(\$44,800)	\$249,114
119 SB1 ROAD MAINT&REHAB A/C	\$1,286,658	\$903,400	\$0	\$0	\$2,190,058	\$0	\$750,000	\$750,000	\$153,400	\$1,440,058
122 LMHAF-HOUSING SUCCESSOR	\$2,390,758	\$142,600	\$0	\$0	\$2,533,358	\$156,384	\$0	\$156,384	(\$13,784)	\$2,376,974
124 FC AFFORDABLE HOUSING	\$4,444,671	\$30,450	\$0	\$0	\$4,475,121	\$0	\$0	\$0	\$30,450	\$4,475,121
128 GENERAL PLAN MAINTENANCE	\$1,850,394	\$189,850	\$0	\$0	\$2,040,244	\$595,350	\$0	\$595,350	(\$405,500)	\$1,444,894
129 CONST & DEMO RECYCLING FUND	\$480,818	\$73,800	\$0	\$50,000	\$504,618	\$101,500	\$0	\$101,500	(\$77,700)	\$403,118
130 TECHNOLOGY MAINTENANCE	\$186,825	\$38,940	\$0	\$0	\$225,765	\$105,485	\$0	\$105,485	(\$66,545)	\$120,280
131 SB 1186 FUND	\$44,118	\$6,850	\$0	\$0	\$50,968	\$2,300	\$0	\$2,300	\$4,550	\$48,668
132 SMIP FEE FUND	\$5,505	\$620	\$0	\$0	\$6,125	\$500	\$0	\$500	\$120	\$5,625
133 CRV GRANT FUND	\$11,064	\$8,740	\$0	\$0	\$19,804	\$14,000	\$0	\$14,000	(\$5,260)	\$5,804
134 CURBSIDE RECYCLING	\$254,249	\$23,550	\$0	\$0	\$277,799	\$25,000	\$0	\$25,000	(\$1,450)	\$252,799
135 GREEN BUILDING FEE	\$7,428	\$900	\$0	\$0	\$8,328	\$500	\$0	\$500	\$400	\$7,828
136 MEASURE W	\$903,968	\$486,500	\$0	\$0	\$1,390,468	\$0	\$1,000,000	\$1,000,000	(\$513,500)	\$390,468
137 AFFORDABLE HOUSING-COMMERCIAL LINKAGE FEES	\$5,423,508	\$16,400	\$0	\$500,000	\$4,939,908	\$110,000	\$0	\$110,000	(\$593,600)	\$4,829,908
138 TENANT RELOCATION ASSISTANCE	\$192,803	\$3,600	\$0	\$0	\$196,403	\$0	\$0	\$0	\$3,600	\$196,403
139 WORKFORCE HOUSING	\$408,204	\$676,262	\$0	\$0	\$1,084,466	\$341,161	\$0	\$341,161	\$335,101	\$743,305
140 EQUIP REPLACEMENT-WORKFORCE HOUSING	\$51,418	\$28,900	\$0	\$0	\$80,318	\$0	\$0	\$0	\$28,900	\$80,318
141 SB1383 IMPLEMENTATION	\$95,285	\$500	\$0	\$0	\$95,785	\$92,779	\$0	\$92,779	(\$92,279)	\$3,006
142 IMPACT FEE - PARKS FACILITIES	\$594,113	\$0	\$0	\$0	\$594,113	\$0	\$560,300	\$560,300	(\$560,300)	\$33,813
143 IMPACT FEE - PUBLIC SAFETY	\$64,320	\$0	\$0	\$0	\$64,320	\$0	\$0	\$0	\$0	\$64,320
144 IMPACT FEE - TRANSPORTATION	\$190,690	\$0	\$0	\$0	\$190,690	\$0	\$0	\$0	\$0	\$190,690
145 LOCAL HOUSING TRUST	\$0	\$500,000	\$500,000	\$0	\$1,000,000	\$509,860	\$0	\$509,860	\$490,140	\$490,140
<b>Subtotal Special Revenue Funds</b>	<b>\$24,535,514</b>	<b>\$6,149,691</b>	<b>\$500,000</b>	<b>\$550,000</b>	<b>\$30,635,205</b>	<b>\$3,354,859</b>	<b>\$4,555,300</b>	<b>\$7,910,159</b>	<b>(\$1,810,468)</b>	<b>\$22,725,046</b>

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**CITY OF FOSTER CITY / EMID**

Summary of Resources and Requirements by Funds

For the Fiscal Year Ended June 30, 2025

PRELIMINARY BUDGET

Fund	*Available July 1, 2024	Estimated Revenues	Transfers In	Transfers Out	Total Available	Operating Expenditures	Capital Expenditures	Total Requirements	Net Change in Reserves	*Available June 30, 2025
<b>(Continued from previous page)</b>										
<b>Debt Service Fund</b>										
230 LEVEE PROTECT I&R IMP	\$4,260,533	\$4,089,500	\$0	\$0	\$8,350,033	\$3,904,188	\$0	\$3,904,188	\$185,312	\$4,445,845
231 2023 GO BOND-LEVEE PRJ FD	\$352,369	\$240,794	\$0	\$0	\$593,163	\$214,100	\$0	\$214,100	\$26,694	\$379,063
<b>Subtotal Debt Service Funds</b>	<b>\$4,612,902</b>	<b>\$4,330,294</b>	<b>\$0</b>	<b>\$0</b>	<b>\$8,943,196</b>	<b>\$4,118,288</b>	<b>\$0</b>	<b>\$4,118,288</b>	<b>\$212,006</b>	<b>\$4,824,908</b>
<b>Capital Projects Funds</b>										
301 CIP-CITY	\$18,691,035	\$2,892,650	\$5,750,000	\$0	\$27,333,685	\$0	\$8,398,104	\$8,398,104	\$244,546	\$18,935,581
326 CAPITAL ASSET ACQUISITION & REPLACEMENT	\$4,123,473	\$975,255	\$0	\$0	\$5,098,728	\$0	\$0	\$0	\$975,255	\$5,098,728
327 LEVEE PROJECT FUND	\$695,772	\$0	\$0	\$0	\$695,772	\$0	\$0	\$0	\$0	\$695,772
328 LEVEE PROJECT FD-2023 GO BOND	\$14,600	\$0	\$0	\$0	\$14,600	\$0	\$0	\$0	\$0	\$14,600
<b>Subtotal Capital Projects Funds</b>	<b>\$23,524,880</b>	<b>\$3,867,905</b>	<b>\$5,750,000</b>	<b>\$0</b>	<b>\$33,142,785</b>	<b>\$0</b>	<b>\$8,398,104</b>	<b>\$8,398,104</b>	<b>\$1,219,801</b>	<b>\$24,744,681</b>
<b>Enterprise Funds</b>										
<b>Water Funds</b>										
401 WATER REVENUE	\$12,074,549	\$18,959,000	\$0	\$1,000,000	\$30,033,549	\$18,155,468	\$0	\$18,155,468	(\$196,468)	\$11,878,081
405 CIP-WATER	\$4,536,457	\$0	\$1,000,000	\$0	\$5,536,457	\$0	\$150,000	\$150,000	\$850,000	\$5,386,457
408 WATER EQUIPMENT REPLACEMENT	\$4,112,780	\$456,767	\$0	\$0	\$4,569,547	\$226,000	\$0	\$226,000	\$230,767	\$4,343,547
409 WATER CONNECTION FEE	\$414,160	\$32,800	\$0	\$0	\$446,960	\$0	\$100,000	\$100,000	(\$67,200)	\$346,960
<b>Subtotal Water Funds</b>	<b>\$21,137,946</b>	<b>\$19,448,567</b>	<b>\$1,000,000</b>	<b>\$1,000,000</b>	<b>\$40,586,513</b>	<b>\$18,381,468</b>	<b>\$250,000</b>	<b>\$18,631,468</b>	<b>\$817,099</b>	<b>\$21,955,045</b>
<b>Wastewater Funds</b>										
451 WASTEWATER REVENUE	\$12,765,105	\$22,404,000	\$636	\$13,703,385	\$21,466,356	\$10,688,815	\$0	\$10,688,815	(\$1,987,564)	\$10,777,541
453 WASTEWATER SURPLUS	\$2,000,000	\$0	\$2,091,650	\$2,091,650	\$2,000,000	\$0	\$0	\$0	\$0	\$2,000,000
454 SAN MATEO-FOSTER CITY PUBLIC FINANCING AUTHORITY LOAN	(\$38,253,299)	\$0	\$2,091,650	\$0	(\$36,161,649)	\$1,867,891	\$0	\$1,867,891	\$223,759	(\$38,029,540)
455 CIP-SEWER	\$128,455,721	\$0	\$7,600,000	\$0	\$136,055,721	\$0	\$10,625,263	\$10,625,263	(\$3,025,263)	\$125,430,458
456 WASTEWATER PLANT EXPANSION	\$0	\$636	\$0	\$636	\$0	\$0	\$0	\$0	\$0	\$0
458 WASTEWATER EQUIPMENT REPLACEMENT	\$2,424,428	\$462,234	\$0	\$0	\$2,886,662	\$142,350	\$0	\$142,350	\$319,884	\$2,744,312
459 WATER INFRASTRUCTURE FINANCE & INNOVATION ACT LOAN	(\$58,121,028)	\$1,900,000	\$3,875,403	\$0	(\$52,345,625)	\$3,875,403	\$0	\$3,875,403	\$1,900,000	(\$56,221,028)
460 WASTEWATER CONNECTION	\$1,076,991	\$8,936,837	\$0	\$0	\$10,013,828	\$0	\$0	\$0	\$8,936,837	\$10,013,828
461 STATE REVOLVING FUND/OTHER BONDS	(\$14,235,063)	\$0	\$136,332	\$0	(\$14,098,731)	\$136,332	\$0	\$136,332	\$0	(\$14,235,063)
<b>Subtotal Wastewater Funds</b>	<b>\$36,112,855</b>	<b>\$33,703,707</b>	<b>\$15,795,671</b>	<b>\$15,795,671</b>	<b>\$69,816,562</b>	<b>\$16,710,791</b>	<b>\$10,625,263</b>	<b>\$27,336,054</b>	<b>\$6,367,653</b>	<b>\$42,480,508</b>
<b>Subtotal Enterprise Funds</b>	<b>\$57,250,801</b>	<b>\$53,152,274</b>	<b>\$16,795,671</b>	<b>\$16,795,671</b>	<b>\$110,403,075</b>	<b>\$35,092,259</b>	<b>\$10,875,263</b>	<b>\$45,967,522</b>	<b>\$7,184,752</b>	<b>\$64,435,553</b>
<b>Internal Service Funds</b>										
501 VEHICLE REPLACEMENT	\$6,312,680	\$2,150,834	\$0	\$0	\$8,463,514	\$2,611,527	\$0	\$2,611,527	(\$460,693)	\$5,851,987
502 EQUIPMENT REPLACEMENT	\$6,706,296	\$868,562	\$0	\$0	\$7,574,858	\$616,300	\$0	\$616,300	\$252,262	\$6,958,558
503 SELF INSURANCE	\$986,654	\$2,106,723	\$0	\$0	\$3,093,377	\$2,007,000	\$0	\$2,007,000	\$99,723	\$1,086,377
504 COMMUNICATION & INFO SVC	\$5,899,299	\$2,917,812	\$0	\$0	\$8,817,111	\$2,511,199	\$0	\$2,511,199	\$406,613	\$6,305,912
505 BUILDING MAINTENANCE	\$9,051,573	\$3,735,769	\$0	\$0	\$12,787,342	\$3,059,720	\$1,861,400	\$4,921,120	(\$1,185,351)	\$7,866,222
507 EMPLOYEE BENEFITS LIAB	\$2,788,434	\$313,500	\$0	\$0	\$3,101,934	\$232,720	\$0	\$232,720	\$80,780	\$2,869,214
508 PEMHCA	\$6,603,295	\$474,980	\$0	\$0	\$7,078,275	\$267,760	\$0	\$267,760	\$207,220	\$6,810,515
509 COMPENSATED ABSENCES	\$3,645,437	\$117,300	\$0	\$0	\$3,762,737	\$514,834	\$0	\$514,834	(\$397,534)	\$3,247,903
<b>Subtotal Internal Service Funds</b>	<b>\$41,993,668</b>	<b>\$12,685,480</b>	<b>\$0</b>	<b>\$0</b>	<b>\$54,679,148</b>	<b>\$11,821,060</b>	<b>\$1,861,400</b>	<b>\$13,682,460</b>	<b>(\$996,980)</b>	<b>\$40,996,688</b>
<b>Fiduciary Fund</b>										
604 SUCCESSOR AGENCY	(\$803,116)	\$300,300	\$0	\$0	(\$502,816)	\$625,392	\$0	\$625,392	(\$325,092)	(\$1,128,208)
608 SAN MATEO CONSOLIDATED FIRE	\$0	\$149,000	\$0	\$0	\$149,000	\$149,000	\$0	\$149,000	\$0	\$0
<b>Subtotal Fiduciary Fund</b>	<b>(\$803,116)</b>	<b>\$449,300</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$353,816)</b>	<b>\$774,392</b>	<b>\$0</b>	<b>\$774,392</b>	<b>(\$325,092)</b>	<b>(\$1,128,208)</b>
<b>Total All Funds</b>	<b>\$209,252,692</b>	<b>\$142,681,982</b>	<b>\$63,348,323</b>	<b>\$63,348,323</b>	<b>\$351,934,674</b>	<b>\$117,170,048</b>	<b>\$25,690,067</b>	<b>\$142,860,115</b>	<b>(\$178,132)</b>	<b>\$209,074,559</b>

\*Beginning and Ending available resources excludes Capital Assets (except for Fund 455) and Non-Spendable, Restricted, Committed, and/or Assigned Funds, including Prepayments, Inventory, Garbage Stabilization Reserve, and unrealized investment gains/losses.

**City of Foster City / Estero Municipal Improvement District**  
**Revenue by Source**  
**For the Fiscal Year Ended June 30, 2025**

	2023-24		2024-25
	Approved	Projected	Budget
<b>General Fund 001-003</b>			
City			
Property Taxes in-lieu of Vehicle License Fee	\$4,387,980	\$3,775,648	\$4,288,848
Sales Taxes	\$3,927,700	\$3,927,700	\$4,099,600
Transient Occupancy Tax	\$3,559,800	\$4,150,000	\$4,698,500
Business License Tax	\$1,615,500	\$1,735,500	\$1,890,000
Franchise Taxes	\$1,266,200	\$1,377,000	\$1,377,700
Real Property Transfer Tax	\$311,000	\$244,200	\$268,600
Permits	\$1,266,675	\$1,441,000	\$1,081,140
Intergovernmental (POST, SB90, Grants, etc.)	\$42,000	\$42,000	\$42,000
Charges for current services	\$471,534	\$361,266	\$523,366
Fines and forfeitures	\$47,200	\$66,700	\$47,400
Interest	\$1,222,300	\$1,864,644	\$1,350,000
Other (Fines, Reimbursement, Street Sweeping, Other)	\$474,085	\$481,396	\$477,585
General Fund (City) Subtotal	\$18,591,974	\$19,467,054	\$20,144,739
District			
Property Taxes	\$34,384,300	\$34,384,300	\$35,476,460
Excess ERAF	\$1,619,850	\$3,541,000	\$2,800,000
Intergovernmental	\$98,000	\$98,000	\$98,000
Rentals	\$897,700	\$905,600	\$1,063,700
Interest	\$299,400	\$759,256	\$213,900
General Fund (District) Subtotal	\$37,299,250	\$39,688,156	\$39,652,060
Special Recreation			
Program Revenues	\$1,526,935	\$1,712,836	\$1,640,589
Rents and Concessions	\$528,128	\$600,000	\$500,000
Interest	\$0	\$0	\$0
General Fund (Special Recreation) Subtotal	\$2,055,063	\$2,312,836	\$2,140,589
<b>total general fund 001-003</b>	<b>\$57,946,287</b>	<b>\$61,468,046</b>	<b>\$61,937,388</b>
<b>General Fund 005-012</b>			
City			
Community Benefits Program	\$6,500	\$45,660	\$20,000
Intergovernmental (D.A.R.E.)	\$900	\$1,736	\$1,000
Solar Incentive Grant Program	\$1,800	\$2,525	\$1,800
Employee Rental Assistance Program	\$800	\$2,330	\$1,450
Asset Seizure Program	\$1,600	\$2,056	\$1,700
Pension Sustainability Fund	\$3,300	\$4,154	\$3,300
Facilities Replacement Fund	\$86,000	\$108,213	\$75,700
Sustainable Foster City Fund	\$1,600	\$11,079	\$4,700
General Fund 005-012 (City) Subtotal	\$102,500	\$177,753	\$109,650
<b>total general fund 005-012</b>	<b>\$102,500</b>	<b>\$177,753</b>	<b>\$109,650</b>
<b>Total General Fund (ALL)</b>	<b>\$58,048,787</b>	<b>\$61,645,799</b>	<b>\$62,047,038</b>

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**City of Foster City / Estero Municipal Improvement District**  
**Revenue by Source**  
**For the Fiscal Year Ended June 30, 2025**

(Continued from previous page)

	2023-24	2024-25	
	Approved	Projected	Budget
<b>Special Revenue Funds</b>			
Traffic Safety			
Vehicle Code Fines	\$60,000	\$60,000	\$40,000
Interest	\$0	\$0	\$0
Traffic Safety Subtotal	\$60,000	\$60,000	\$40,000
Measure A			
Sales Taxes	\$764,800	\$891,800	\$936,400
Interest	\$109,200	\$186,521	\$125,600
Measure A Subtotal	\$874,000	\$1,078,321	\$1,062,000
Gas Tax (2030; 2105 - 2107.5; 2103 Gas Tax Swap)			
Gas Tax (2105-2107.5)	\$633,982	\$599,000	\$609,000
Gas Tax (2103)	\$333,915	\$296,653	\$299,229
Interest	\$12,800	\$16,395	\$13,900
Gas Tax (2030; 2105-2107.5; 2103 Gas Tax Swap) Subtotal	\$980,697	\$912,048	\$922,129
Park In-Lieu Fees			
Developer Fees	\$0	\$0	\$0
Interest	\$74,800	\$126,651	\$100,000
Park In-Lieu Fees Subtotal	\$74,800	\$126,651	\$100,000
Measure M			
Vehicle License Fees	\$121,700	\$121,700	\$124,100
Measure M Subtotal	\$121,700	\$121,700	\$124,100
SLESF/COPS Grant			
Grant	\$155,000	\$185,000	\$165,000
SLESF/COPS Subtotal	\$155,000	\$185,000	\$165,000
CalOpps.org			
Fees for Services	\$503,277	\$505,000	\$545,000
Interest	\$10,800	\$30,057	\$19,400
CalOpps.org Subtotal	\$514,077	\$535,057	\$564,400
Foster City Foundation			
Grants and Donations	\$38,900	\$38,900	\$40,200
Foster City Foundation Subtotal	\$38,900	\$38,900	\$40,200
SB1 Road Maintenance and Rehabilitation			
Road Maintenance and Rehabilitation Account	\$832,998	\$832,998	\$874,600
Interest	\$23,600	\$44,920	\$28,800
SB1 Road Maintenance and Rehabilitation Fund Subtotal	\$856,598	\$877,918	\$903,400
Low- and Moderate-Income Housing Fund (LMIHF)			
Loan Payment	\$15,000	\$0	\$0
Rentals	\$61,500	\$65,000	\$61,500
Interest	\$57,200	\$114,346	\$81,100
LMIHF Fund Subtotal	\$133,700	\$179,346	\$142,600
City Affordable Housing Fund			
Loan Repayment	\$0	\$0	\$0
Interest	\$8,900	\$38,394	\$30,450
City Affordable Housing Fund Subtotal	\$8,900	\$38,394	\$30,450
General Plan Maintenance Fund			
Other	\$0	\$345,050	\$130,000
Interest	\$34,700	\$90,576	\$59,850
General Plan Maintenance Fund Subtotal	\$34,700	\$435,626	\$189,850

(Continued on next page)

**City of Foster City / Estero Municipal Improvement District**  
**Revenue by Source**  
**For the Fiscal Year Ended June 30, 2025**

(Continued from previous page)

	2023-24		2024-25
	Approved	Projected	Budget
<b>Construction &amp; Demo Fund</b>			
Other	\$37,200	\$37,200	\$37,900
Interest	\$28,800	\$44,561	\$35,900
Construction & Demo Fund Subtotal	\$66,000	\$81,761	\$73,800
<b>Technology Maintenance Fund</b>			
Other	\$31,940	\$56,000	\$31,940
Interest	\$5,600	\$9,495	\$7,000
Technology Maintenance Fund Subtotal	\$37,540	\$65,495	\$38,940
<b>SB 1186 Fund</b>			
Other	\$4,000	\$6,100	\$5,500
Interest	\$1,200	\$1,819	\$1,350
SB 1186 Fund Subtotal	\$5,200	\$7,919	\$6,850
<b>SMIP Fund</b>			
Other	\$420	\$300	\$420
Interest	\$200	\$242	\$200
SMIP Fund Subtotal	\$620	\$542	\$620
<b>CRV Grant Fund</b>			
Other	\$8,500	\$8,500	\$8,500
Interest	\$240	\$489	\$240
CRV Grant Fund Subtotal	\$8,740	\$8,989	\$8,740
<b>Curbside Recycling Fund</b>			
Other	\$15,000	\$15,000	\$15,000
Interest	\$7,600	\$11,019	\$8,550
Curbside Recycling Fund Subtotal	\$22,600	\$26,019	\$23,550
<b>Green Building Fees Fund</b>			
Other	\$700	\$700	\$700
Interest	\$200	\$330	\$200
Green Building Fees Fund Subtotal	\$900	\$1,030	\$900
<b>Measure W Fund</b>			
Sales Taxes	\$359,600	\$432,500	\$454,100
Interest	\$29,600	\$51,759	\$32,400
Measure W Fund Subtotal	\$389,200	\$484,259	\$486,500
<b>Affordable Housing Fund-Commercial Linkage Fees Fund</b>			
Charges for current services	\$0	\$4,789,410	\$0
Interest	\$14,800	\$55,478	\$16,400
Affordable Housing Fund-Commercial Linkage Fees Fund Subtotal	\$14,800	\$4,844,888	\$16,400
<b>Tenant Relocation Assistance Fund</b>			
Interest	\$2,000	\$10,261	\$3,600
Tenant Relocation Assistance Fund Subtotal	\$2,000	\$10,261	\$3,600
<b>Workforce Housing Fund</b>			
Rentals	\$599,500	\$599,500	\$631,551
Other	\$24,100	\$20,000	\$38,811
Interest	\$2,040	\$16,494	\$5,900
Workforce Housing Fund Subtotal	\$625,640	\$635,994	\$676,262
<b>Workforce Housing - Equipment Replacement Fund</b>			
ISF Charges	\$27,660	\$27,660	\$28,340
Interest	\$240	\$1,386	\$560
Workforce Housing - Equipment Replacement Fund Subtotal	\$27,900	\$29,046	\$28,900

(Continued on next page)

**City of Foster City / Estero Municipal Improvement District**  
**Revenue by Source**  
**For the Fiscal Year Ended June 30, 2025**

(Continued from previous page)

	2023-24		2024-25
	Approved	Projected	Budget
SB1383 Implementation Fund			
Interest	\$200	\$1,174	\$500
SB1383 Implementation Subtotal	\$200	\$1,174	\$500
Impact Fees - Parks Facilities			
Charges for current services	\$0	\$560,360	\$0
Impact Fees - Parks Facilities Subtotal	\$0	\$560,360	\$0
Local Housing Trust Fund			
Intergovernmental	\$0	\$0	\$500,000
Local Housing Trust Fund Subtotal	\$0	\$0	\$500,000
<b>total special revenue funds</b>	<b>\$5,054,412</b>	<b>\$11,346,698</b>	<b>\$6,149,691</b>

**Debt Services Fund**

City - GO Bond 2020			
Property Taxes	\$4,004,900	\$4,004,900	\$4,085,000
Interest	\$6,600	\$98,873	\$4,500
Bonds Proceeds	\$0	\$0	\$0
City Debt Services Subtotal	\$4,011,500	\$4,103,773	\$4,089,500
City - GO Bond 2023			
Property Taxes	\$0	\$230,450	\$240,294
Interest	\$0	\$6,461	\$500
Bonds Proceeds	\$0	\$224,971	\$0
City Debt Services Subtotal	\$0	\$461,882	\$240,794
<b>total debt services fund</b>	<b>\$4,011,500</b>	<b>\$4,565,655</b>	<b>\$4,330,294</b>

**Capital Projects Fund**

City Capital Projects			
Other	\$15,250	\$15,250	\$15,250
Interest	\$2,254,800	\$3,847,045	\$2,877,400
City Capital Projects Subtotal	\$2,270,050	\$3,862,295	\$2,892,650
Capital Asset Acquisition and Replacement Fund			
Loans Receivable Payments	\$708,255	\$708,255	\$708,255
Interest	\$532,300	\$535,077	\$267,000
Capital Asset Acquisition and Replacement Subtotal	\$1,240,555	\$1,243,332	\$975,255
Levee Project Fund			
Bonds Proceeds	\$0	\$4,900,137	\$0
Interest	\$5,200	\$168,234	\$0
Levee Project Subtotal	\$5,200	\$5,068,371	\$0
<b>total capital projects fund</b>	<b>\$3,515,805</b>	<b>\$10,173,998</b>	<b>\$3,867,905</b>

(Continued on next page)

**City of Foster City / Estero Municipal Improvement District**  
**Revenue by Source**  
**For the Fiscal Year Ended June 30, 2025**

(Continued from previous page)

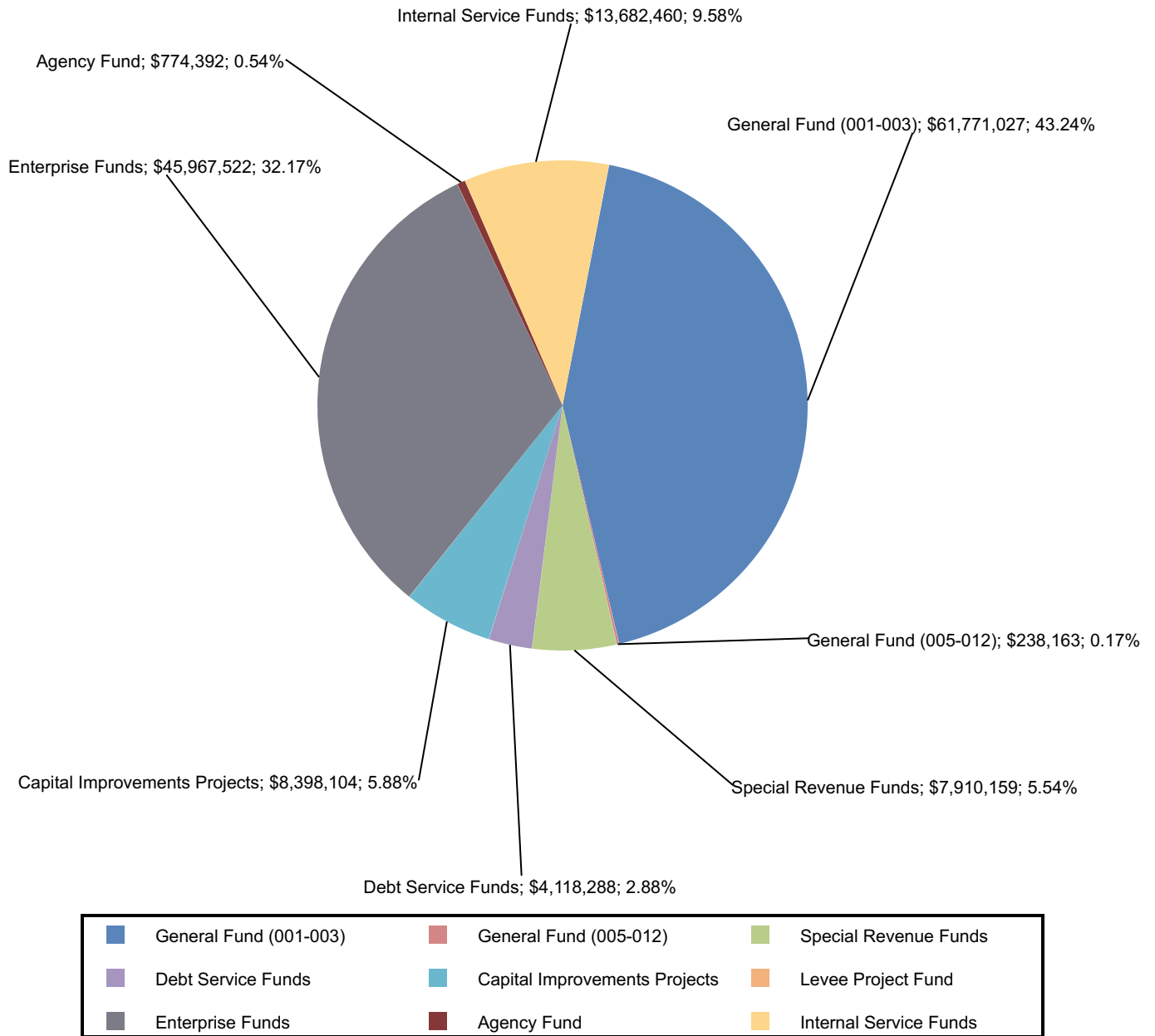
	2023-24	2024-25	
	Approved	Projected	Budget
<b>Enterprise Funds</b>			
Water Revenue			
User Charges	\$17,723,000	\$17,723,000	\$18,109,000
Interest	\$378,000	\$1,144,216	\$650,000
Other Revenues	\$0	\$0	\$0
Sustainability Fund Revenues	\$200,000	\$200,000	\$200,000
Water Revenue Subtotal	\$18,301,000	\$19,067,216	\$18,959,000
Water Equipment Replacement			
Equipment Rental	\$448,097	\$448,097	\$456,767
Water Equipment Replacement Subtotal	\$448,097	\$448,097	\$456,767
Water Connection			
Connection Fees	\$794,015	\$255,977	\$0
Interest	\$29,600	\$51,282	\$32,800
Water Connection Subtotal	\$823,615	\$307,259	\$32,800
Wastewater Revenue			
User Charges	\$20,799,000	\$20,799,000	\$21,284,000
Connection Fees	\$0	\$0	\$0
Other	\$0	\$2,286	\$0
Interest	\$741,300	\$2,346,640	\$1,120,000
Wastewater Revenue Subtotal	\$21,540,300	\$23,147,926	\$22,404,000
Wastewater Expansion			
Other	\$636	\$2,797	\$636
Wastewater Expansion Subtotal	\$636	\$2,797	\$636
Wastewater Equipment Replacement			
Equipment Rental	\$342,955	\$342,955	\$462,234
Wastewater Equipment Replacement Subtotal	\$342,955	\$342,955	\$462,234
Water Infrastructure Finance and Innovation Act (WIFIA)			
Interest	\$0	\$1,009,755	\$1,900,000
Water Infrastructure Finance and Innovation Act (WIFIA) Subtotal	\$0	\$1,009,755	\$1,900,000
Wastewater Connection			
Connection Fees	\$8,928,037	\$713,494	\$8,928,037
Interest	\$8,800	\$15,966	\$8,800
Wastewater Connection Subtotal	\$8,936,837	\$729,460	\$8,936,837
<b>total enterprise funds</b>	<b>\$50,393,440</b>	<b>\$45,055,465</b>	<b>\$53,152,274</b>

**City of Foster City / Estero Municipal Improvement District**  
**Revenue by Source**  
**For the Fiscal Year Ended June 30, 2025**

(Continued from previous page)

	2023-24		2024-25
	Approved	Projected	Budget
<b>Internal Service Funds</b>			
Vehicle Replacement			
Vehicle Replacement Charges	\$1,936,973	\$1,936,973	\$2,028,234
Interest	\$122,600	\$314,101	\$122,600
Vehicle Replacement Subtotal	\$2,059,573	\$2,251,074	\$2,150,834
Equipment Replacement			
Equipment Rental	\$61,963	\$61,963	\$638,362
Interest	\$230,200	\$317,504	\$230,200
Equipment Replacement Subtotal	\$292,163	\$379,467	\$868,562
Self-Insurance			
Insurance Charges	\$1,518,261	\$1,518,261	\$2,081,723
Interest	\$25,000	\$28,218	\$25,000
Self-Insurance Subtotal	\$1,543,261	\$1,546,479	\$2,106,723
Information Technology			
User Charges	\$2,530,022	\$2,530,022	\$2,697,950
Other	\$40,662	\$40,662	\$40,662
Interest	\$179,200	\$320,384	\$179,200
Information Technology Subtotal	\$2,749,884	\$2,891,068	\$2,917,812
Building Maintenance			
User Charges	\$3,527,145	\$3,527,145	\$3,510,769
Interest	\$225,000	\$425,899	\$225,000
Building Maintenance Subtotal	\$3,752,145	\$3,953,044	\$3,735,769
Longevity Recognition Benefits			
Longevity Benefits Charges	\$228,420	\$228,420	\$222,720
Interest	\$90,780	\$138,110	\$90,780
Longevity Recognition Benefits Subtotal	\$319,200	\$366,530	\$313,500
PEMHCA Benefits Plan			
PEMHCA Benefits Charges	\$235,843	\$235,843	\$257,760
Interest	\$217,220	\$326,025	\$217,220
PEMHCA Benefits Plan Subtotal	\$453,063	\$561,868	\$474,980
Compensated Absences			
Employer Contributions	\$514,942	\$514,942	\$0
Interest	\$117,300	\$166,257	\$117,300
Compensated Absences Subtotal	\$632,242	\$681,199	\$117,300
<b>total internal service funds</b>	<b>\$11,801,531</b>	<b>\$12,630,729</b>	<b>\$12,685,480</b>
<b>Fiduciary Fund</b>			
Successor Agency of Community Development Agency			
Property, Current Secured	\$286,000	\$288,000	\$296,500
Interest	\$3,500	\$9,794	\$3,800
Successor Agency - Redevelopment Property Tax Trust Subtotal	\$289,500	\$297,794	\$300,300
San Mateo Consolidated Fire			
Other	\$320,000	\$320,000	\$149,000
San Mateo Consolidated Fire Subtotal	\$320,000	\$320,000	\$149,000
total fiduciary funds	\$609,500	\$617,794	\$449,300
<b>TOTAL REVENUE ALL FUNDS</b>	<b>\$133,434,975</b>	<b>\$146,036,138</b>	<b>\$142,681,982</b>

**City of Foster City / Estero Municipal Improvement District  
 Appropriations by Fund  
 For the Fiscal Year Ended June 30, 2024  
 Total Appropriations: \$142,860,115**





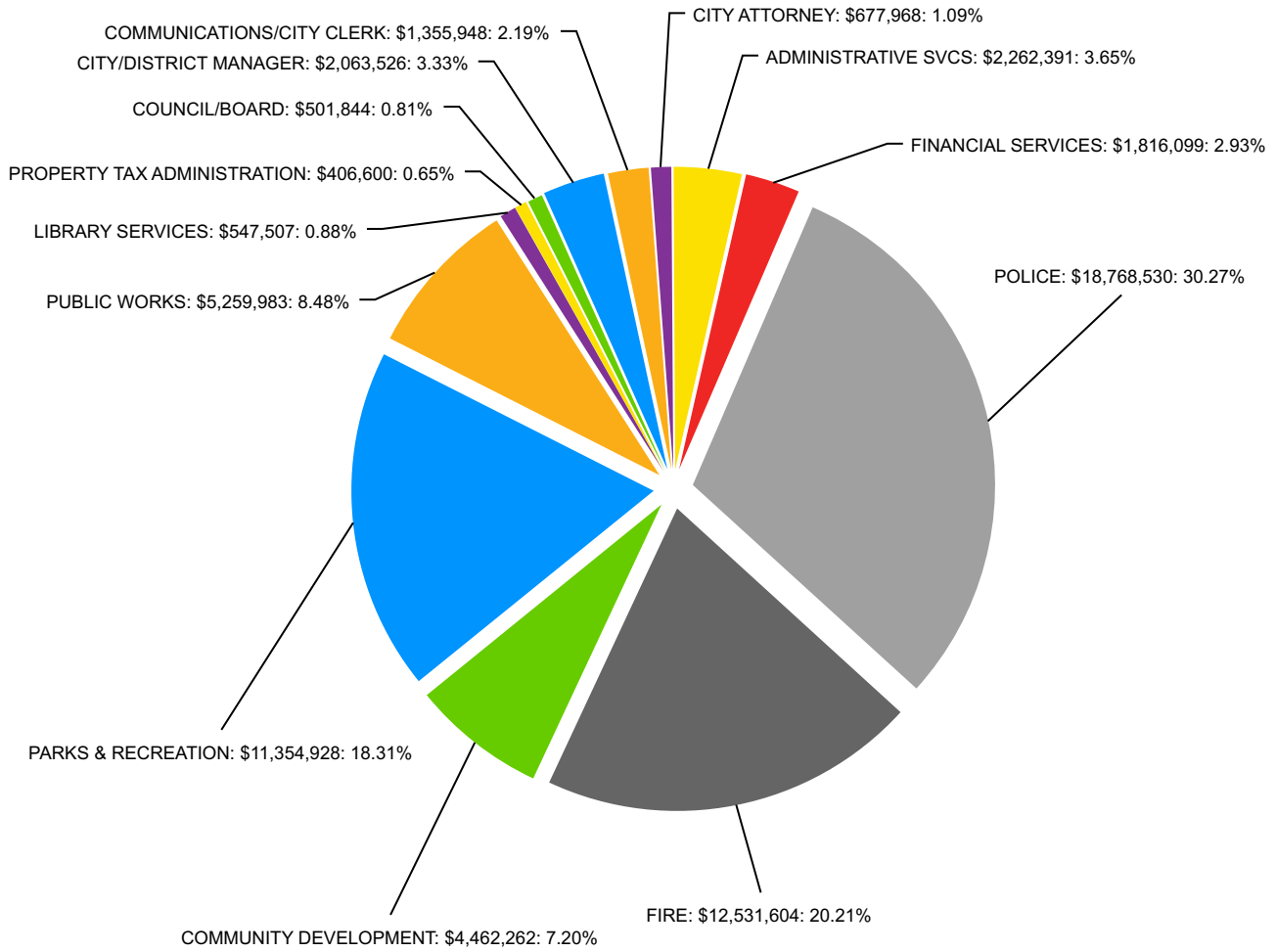
**City of Foster City, California / Estero Municipal Improvement District**  
**Summary of Appropriations by Fund**  
**Annual Appropriations for the Year Ending June 30, 2025**

	<b>2023-24</b>	<b>2023-24</b>	<b>2024-25</b>
	<b>APPROVED</b>	<b>PROJECTED</b>	<b>REQUESTED</b>
GENERAL FUND (001-003)	\$58,267,069	\$59,402,377	\$61,771,027
GENERAL FUND (005-012)	\$404,163	\$435,830	\$238,163
TRAFFIC SAFETY	\$60,000	\$60,000	\$40,000
MEASURE A	\$1,500,000	\$1,500,000	\$1,000,000
GAS TAX (2105-2107)	\$645,549	\$645,549	\$1,109,000
PARK IN-LIEU FEES	\$0	\$0	\$745,000
SLESF/COPS GRANT	\$100,000	\$100,000	\$100,000
CALOPPS.ORG	\$780,949	\$783,050	\$466,040
FOSTER CITY FOUNDATION	\$136,250	\$136,250	\$85,000
SB1 ROAD MAINTENANCE AND REHABILITATION	\$400,000	\$400,000	\$750,000
LMIHAF-HOUSING SUCCESSOR	\$146,620	\$278,080	\$156,384
GENERAL PLAN MAINTENANCE FUND	\$107,400	\$167,400	\$595,350
CONSTRUCTION AND DEMOLITION FUND	\$284,750	\$309,750	\$101,500
TECHNOLOGY MAINTENANCE FUND	\$105,485	\$105,485	\$105,485
SB 1186 FUND	\$1,300	\$1,300	\$2,300
SMIP FEE FUND	\$500	\$500	\$500
CRV GRANT FUND	\$12,419	\$21,919	\$14,000
CURBSIDE RECYCLING FEE FUND	\$25,000	\$25,000	\$25,000
GREEN BUILDING FEE FUND	\$500	\$500	\$500
MEASURE W	\$100,000	\$100,000	\$1,000,000
AFFORDABLE HOUSING-COMMERCIAL LINKAGE FEES	\$10,000	\$10,000	\$110,000
TENANT RELOCATION ASSISTANCE FUND	\$51,640	\$51,640	\$0
WORKFORCE HOUSING	\$386,187	\$386,187	\$341,161
SB1383 IMPLEMENTATION	\$0	\$29,915	\$92,779
IMPACT FEE - PARKS FACILITIES	\$0	\$0	\$560,300
LOCAL HOUSING TRUST	\$0	\$0	\$509,860
DEBT SERVICES FUND	\$5,349,188	\$5,349,188	\$3,904,188
CAPITAL IMPROVEMENT PROJECTS	\$4,080,000	\$4,080,000	\$8,398,104
DSF-231	\$0	\$109,513	\$214,100
WATER	\$18,131,602	\$19,271,284	\$18,631,468
WASTEWATER	\$27,068,091	\$27,143,759	\$27,336,054
VEHICLE REPLACEMENT	\$1,458,056	\$2,134,551	\$2,611,527
EQUIPMENT REPLACEMENT	\$529,500	\$529,500	\$616,300
SELF INSURANCE	\$1,532,807	\$1,532,807	\$2,007,000
INFORMATION TECHNOLOGY	\$2,891,269	\$2,892,584	\$2,511,199
BUILDING MAINTENANCE	\$2,956,026	\$2,974,968	\$4,921,120
LONGEVITY RECOGNITION BENEFITS	\$238,420	\$238,420	\$232,720
PEMHCA BENEFITS PLAN	\$245,843	\$245,843	\$267,760
COMPENSATED ABSENCES	\$500,719	\$500,719	\$514,834
SUCCESSOR AGENCY (SA) OF COMMUNITY DEVELOPMENT AGENCY	\$508,051	\$508,051	\$625,392
SAN MATEO CONSOLIDATED FIRE	\$320,000	\$320,000	\$149,000
<b>TOTAL FOR CITY / EMID</b>	<b>\$129,335,353</b>	<b>\$132,781,919</b>	<b>\$142,860,115</b>

**City of Foster City, California / Estero Municipal Improvement District**  
 Summary of Operating Expenditures and Capital Expenditures by Category  
 Annual Operating Budget Appropriations For the Fiscal Year Ended June 30, 2025

	<b>2023-24</b>	<b>2023-24</b>	<b>2024-25</b>
	<b>APPROVED</b>	<b>PROJECTED</b>	<b>REQUESTED</b>
EMPLOYEE SERVICES	\$46,301,599	\$ 46,540,960	\$49,764,155
SERVICES AND SUPPLIES	\$50,849,887	\$ 52,325,592	\$51,188,124
CAPITAL OUTLAY	\$2,883,950	\$ 3,509,416	\$2,137,250
INTERNAL SERVICES	\$11,490,128	\$ 11,496,162	\$14,080,519
REALLOCATIONS	\$0	\$0	\$0
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$111,525,564</b>	<b>\$113,872,130</b>	<b>\$117,170,048</b>
CAPITAL EXPENDITURES	\$17,809,789	\$28,348,701	\$25,690,067
<b>TOTAL CITY / EMID / SA EXPENDITURES</b>	<b>\$129,335,353</b>	<b>\$142,220,831</b>	<b>\$142,860,115</b>

**City of Foster City  
 General Fund Operating Expenditures by Department (001-012)  
 For the Fiscal Year Ended June 30, 2024  
 Total General Fund Operating Expenditures: \$62,009,190**



**City of Foster City, California / Estero Municipal Improvement District**  
**Summary of General Fund Appropriations (001-003)**  
**Annual Operating Budget Appropriations For the Fiscal Year Ended June 30, 2025**

<b>DEPARTMENT</b>	<b>2023-24 APPROVED</b>	<b>2023-24 PROJECTED</b>	<b>2024-25 REQUESTED</b>
COUNCIL/BOARD	\$450,910	\$450,910	\$501,844
CITY/DISTRICT MANAGER	\$1,564,025	\$1,564,025	\$1,901,526
COMMUNICATIONS/CITY CLERK	\$1,246,975	\$1,257,736	\$1,355,948
CITY ATTORNEY	\$656,365	\$656,365	\$677,968
ADMINISTRATIVE SVCS	\$1,940,204	\$1,942,043	\$2,262,391
FINANCIAL SERVICES	\$1,788,003	\$1,842,002	\$1,816,099
PARKS & RECREATION	\$11,012,244	\$11,381,001	\$11,354,928
POLICE	\$17,843,826	\$17,931,083	\$18,726,067
FIRE	\$11,686,922	\$11,818,947	\$12,531,604
COMMUNITY DEVELOPMENT	\$4,589,661	\$4,871,051	\$4,453,562
PUBLIC WORKS	\$4,579,965	\$4,779,245	\$5,234,983
LIBRARY SERVICES	\$538,360	\$538,360	\$547,507
PROPERTY TAX ADMINISTRATION	\$369,609	\$369,609	\$406,600
<b>TOTAL GENERAL FUND APPROPRIATIONS</b>	<b>\$58,267,069</b>	<b>\$59,402,377</b>	<b>\$61,771,027</b>

<b>EXPENDITURES BY CATEGORY</b>	<b>2023-24 APPROVED</b>	<b>2023-24 PROJECTED</b>	<b>2024-25 REQUESTED</b>
EMPLOYEE SERVICES	\$36,826,644	\$36,952,244	\$39,196,741
SERVICES AND SUPPLIES	\$16,655,708	\$17,661,358	\$17,618,282
CAPITAL OUTLAY	\$40,000	\$40,000	\$0
INTERNAL SERVICES	\$7,743,578	\$7,747,636	\$8,097,964
REALLOCATIONS	(\$2,998,861)	(\$2,998,861)	(\$3,141,960)
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$58,267,069</b>	<b>\$59,402,377</b>	<b>\$61,771,027</b>

**City of Foster City, California / Estero Municipal Improvement District**  
 Summary of General Fund Appropriations (005-012)  
 Annual Operating Budget Appropriations For the Fiscal Year Ended June 30, 2025

	2023-24	2023-24	2024-25
<b>DEPARTMENT</b>	<b>APPROVED</b>	<b>PROJECTED</b>	<b>REQUESTED</b>
COUNCIL/BOARD	\$0	\$0	\$0
CITY/DISTRICT MANAGER	\$328,000	\$359,667	\$162,000
COMMUNICATIONS/CITY CLERK	\$0	\$0	\$0
CITY ATTORNEY	\$0	\$0	\$0
HUMAN RESOURCES	\$0	\$0	\$0
FINANCIAL SERVICES	\$0	\$0	\$0
POLICE	\$42,463	\$42,463	\$42,463
FIRE	\$0	\$0	\$0
COMMUNITY DEVELOPMENT	\$8,700	\$8,700	\$8,700
PUBLIC WORKS	\$25,000	\$25,000	\$25,000
LIBRARY SERVICES	\$0	\$0	\$0
PROPERTY TAX ADMINISTRATION	\$0	\$0	\$0
<b>TOTAL GENERAL FUND APPROPRIATIONS</b>	<b>\$404,163</b>	<b>\$435,830</b>	<b>\$238,163</b>

	2023-24	2023-24	2024-25
<b>EXPENDITURES BY CATEGORY</b>	<b>APPROVED</b>	<b>PROJECTED</b>	<b>REQUESTED</b>
EMPLOYEE SERVICES	\$0	\$0	\$0
SERVICES AND SUPPLIES	\$404,163	\$435,830	\$238,163
CAPITAL OUTLAY	\$0	\$0	\$0
INTERNAL SERVICES	\$0	\$0	\$0
REALLOCATIONS	\$0	\$0	\$0
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$404,163</b>	<b>\$435,830</b>	<b>\$238,163</b>

**City of Foster City / Estero Municipal Improvement District**  
 Personnel Summary - Full-Time Employees  
 For the Fiscal Years Ended June 30, 2024 to 2025

Department	Prior Years		Budget
	2022-23	2023-24	2024-25
City / District Manager	10.00	4.00	5.00
Communications/City Clerk	4.00	5.00	5.00
Community Development	16.00	18.00	17.00
Financial Services/City Treasurer	9.00	9.00	9.00
Administrative Services	4.00	9.00	9.00
Parks and Recreation	28.00	30.00	30.00
Police	55.00	55.00	55.00
Public Works	46.00	47.00	49.00
<b>Totals</b>	<b>172.00</b>	<b>177.00</b>	<b>179.00</b>

**Personnel Changes FY 2024-25**

- **City/District Manager:**
  - Transfer Economic Development Manager from Community Development to City/District Manager as Deputy City Manager.
  - Downgrade One (1) Principal Management Analyst to Management Assistant.
- **Communications/City Clerk :**
  - None.
- **Community Development :**
  - Transfer Economic Development Manager to City/District Manager.
  - Downgrade One (1) Management Assistant to Administrative Assistant.
- **Financial Services/City Treasurer:**
  - None
- **Administrative Services:**
  - Upgrade Human Resource Analyst to Sr. Human Resource Analyst.
  - Upgrade Human Resource Technician to Human Resource Analyst.
- **Parks and Recreation:**
  - None
- **Police:**
  - Convert One (1) Sr. Community Services Officer to Administrative Assistant.
- **Public Works:**
  - Add One (1) Fleet Supervisor.
  - Add One (1) Maintenance Worker.

**TABLE C  
CAPITAL IMPROVEMENT PROJECT (CIP) PLAN (FISCAL YEAR 2024-25)**

PROJECT NAME	Funding Source*	Total Project Cost	Prior Years' Funding	FY 2024-25	CIP City (Fund 301)	Park-In-Lieu Fees (Fund 104)	Impact Fees - Park Facility (Fund 142)	Measure A (Fund 102)	Gas Tax 2103 (Fund 103)	SB1 (FUND 119)	Measure W (Fund 136)	Water CIP (Fund 405)	Water Connection (Fund 409)	Wastewtr CIP (Fund 455)	ISF- Bldg Maint (Fund 505)
<b>BUILDING PROJECTS</b>															
BD-02 (CIP 301-700) FUEL SYSTEMS IMPROVEMENTS (2021-2022)	CC	\$4,000,000	\$3,077,946	\$922,054	\$922,054	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
BD-03 (CIP 301-708) RENOVATE ELEVATORS IN CITY BUILDINGS (2022-2023)	CC	\$1,000,000	\$800,000	\$200,000	\$200,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL BUILDING PROJECTS</b>	<b>2</b>	<b>\$5,000,000</b>	<b>\$3,877,946</b>	<b>\$1,122,054</b>	<b>\$1,122,054</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>PARKS PROJECTS</b>															
PK-01 (CIP 301-678) RECREATION CENTER REBUILD (2017-2018)	CC/PIL/PIF/BMF	\$64,467,000	\$55,374,250	\$9,092,750	\$5,926,050	\$745,000	\$560,300	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,861,400
PK-02 (CIP 301-712) EDGEWATER PARK SOFTBALL AND SOCCER SYNTHETIC RESURFACING (2023-2024)	CC	\$1,250,000	\$900,000	\$350,000	\$350,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
PK-04 (NEW CIP) CITY HALL EXTERIOR REHABILITATION (FY 2024-2025)	CC	\$200,000	\$0	\$200,000	\$200,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL PARKS PROJECTS</b>	<b>3</b>	<b>\$65,917,000</b>	<b>\$56,274,250</b>	<b>\$9,642,750</b>	<b>\$6,476,050</b>	<b>\$745,000</b>	<b>\$560,300</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,861,400</b>
<b>STORMWATER/LAGOON PROJECTS</b>															
SW-02 (CIP 301-718) LAGOON PUMP STATION BUILDING REHABILITATION (2023-2024)	CC	\$670,000	\$200,000	\$470,000	\$470,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SW-03 (NEW CIP) LAGOON INTAKE STRUCTURE REHABILITATION (2024-2025)	CC	\$30,000	\$0	\$30,000	\$30,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL STORMWATER/LAGOON PROJECTS</b>	<b>2</b>	<b>\$700,000</b>	<b>\$200,000</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

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**TABLE C  
CAPITAL IMPROVEMENT PROJECT (CIP) PLAN (FISCAL YEAR 2024-25)**

PROJECT NAME	Funding Source*	Total Project Cost	Prior Years' Funding	FY 2024-25	CIP City (Fund 301)	Park-In-Lieu Fees (Fund 104)	Impact Fees - Park Facility (Fund 142)	Measure A (Fund 102)	Gas Tax 2103 (Fund 103)	SB1 (FUND 119)	Measure W (Fund 136)	Water CIP (Fund 405)	Water Connection (Fund 409)	Wastewtr CIP (Fund 455)	ISF- Bldg Maint (Fund 505)
<b>STREETS/TRAFFIC PROJECTS</b>															
ST-01 (CIP 301-698) TRAFFIC SIGNAL SYSTEM UPGRADES (2020-2021)	SB1/MW/ERF/TIF/CC	\$1,625,000	\$625,000	\$1,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$1,000,000	\$0	\$0	\$0	\$0
ST-02 (CIP 301-715) SUBSTRUCTURE AND SUPERSTRUCTURE BRIDGE IMPROVEMENTS (2023-2024)	SB1	\$1,150,000	\$400,000	\$750,000	\$0	\$0	\$0	\$0	\$0	\$750,000	\$0	\$0	\$0	\$0	\$0
ST-03 (NEW CIP) STREET REHABILITATION AND PARK PATHWAY RESTORATION (2024-2025)	MA/GT/CC	\$1,800,000	\$0	\$1,800,000	\$300,000	\$0	\$0	\$1,000,000	\$500,000	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL STREETS/TRAFFIC PROJECTS</b>	<b>3</b>	<b>\$4,575,000</b>	<b>\$1,025,000</b>	<b>\$3,550,000</b>	<b>\$300,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,000,000</b>	<b>\$500,000</b>	<b>\$750,000</b>	<b>\$1,000,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>WATER PROJECTS</b>															
WA-01 (NEW CIP) WATER MAIN CONDITION ASSESSMENT (2024-2025)	WCF	\$250,000	\$0	\$250,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$150,000	\$100,000	\$0	\$0
<b>TOTAL WATER PROJECTS</b>	<b>1</b>	<b>\$250,000</b>	<b>\$0</b>	<b>\$250,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$150,000</b>	<b>\$100,000</b>	<b>\$0</b>	<b>\$0</b>
<b>WASTEWATER PROJECTS</b>															
WW-01 (CIP 455-652) WASTEWATER TREATMENT PLANT MASTER PLAN IMPROVEMENTS (2015-2016)	CWW	\$162,519,482	\$154,294,219	\$8,225,263	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,225,263	\$0
WW-02 (CIP 455-705) EMERGENCY GENERATOR REPLACEMENTS (2021-2022)	CWW	\$4,200,000	\$2,300,000	\$1,900,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,900,000	\$0
WW-03 (CIP 455-710) SHELL BRIDGE SANITARY SEWER FORCE MAIN REHABILITATION (2022-2023)	CWW	\$1,000,000	\$500,000	\$500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$500,000	\$0
<b>TOTAL WASTEWATER PROJECTS</b>	<b>3</b>	<b>\$167,719,482</b>	<b>\$157,094,219</b>	<b>\$10,625,263</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$10,625,263</b>	<b>\$0</b>
<b>GRAND TOTAL</b>	<b>14</b>	<b>\$244,161,482</b>	<b>\$218,471,415</b>	<b>\$25,690,067</b>	<b>\$8,398,104</b>	<b>\$745,000</b>	<b>\$560,300</b>	<b>\$1,000,000</b>	<b>\$500,000</b>	<b>\$750,000</b>	<b>\$1,000,000</b>	<b>\$150,000</b>	<b>\$100,000</b>	<b>\$10,625,263</b>	<b>\$1,861,400</b>



**City of Foster City / Estero Municipal Improvement District**  
**Schedule of Fund Balance Transfers**  
For the Fiscal Year Ended June 30, 2025

#	Transfer In Fund	Transfers Out Fund							Totals	
		001	002	129	137	401	451	453		456
1	001 GENERAL FUND	\$0	\$39,245,460	\$0	\$0	\$0	\$0	\$0	\$0	\$39,245,460
2	003 GENERAL FUND-SPECIAL RECREATION	\$1,007,192	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,007,192
3	012 SUSTAINABLE FOSTER CITY	\$0	\$0	\$50,000	\$0	\$0	\$0	\$0	\$0	\$50,000
4	145 LOCAL HOUSING TRUST	\$0	\$0		\$500,000					\$500,000
5	301 CAPITAL INVESTMENT-CITY	\$5,750,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,750,000
6	405 CAPITAL INVESTMENT-WATER	\$0	\$0	\$0	\$0	\$1,000,000	\$0	\$0	\$0	\$1,000,000
7	451 WASTEWATER REVENUE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$636	\$636
8	453 WASTEWATER RATE STABILIZATION FUND	\$0	\$0	\$0	\$0	\$0	\$2,091,650	\$0	\$0	\$2,091,650
9	454 SM-FC PFA LOAN FUND*	\$0	\$0	\$0	\$0	\$0	\$0	\$2,091,650	\$0	\$2,091,650
10	455 CAPITAL INVESTMENT-WASTEWATER	\$0	\$0	\$0	\$0	\$0	\$7,600,000	\$0	\$0	\$7,600,000
11	459 WIFIA*	\$0	\$0	\$0	\$0	\$0	\$3,875,403	\$0	\$0	\$3,875,403
12	461 SRF LOAN*	\$0	\$0	\$0	\$0	\$0	\$136,332	\$0	\$0	\$136,332
	<b>Totals</b>	<b>\$6,757,192</b>	<b>\$39,245,460</b>	<b>\$50,000</b>	<b>\$500,000</b>	<b>\$1,000,000</b>	<b>\$13,703,385</b>	<b>\$2,091,650</b>	<b>\$636</b>	<b>\$63,348,323</b>

\*SM-FC PFA = San Mateo-Foster City Public Financing Authority; SRF = State Revolving Fund; WIFIA = Water Infrastructure Finance and Innovation Act Loan

Fund 002 - General Fund - District; Fund 129 - Construction & Demolition; Fund 137 - Commercial Linkage Fee; Fund 401 - Water Revenue; Fund 456 - Wastewater Plant Expansion

Footnotes:

1. Transfer of District Surplus to General Fund 001 \$39,245,460.
2. Transfers to subsidize Special Recreation Fund \$1,007,192.
3. Annual transfer to General Fund Sustainable Foster City Fund \$50,000.
4. Transfer to match funding from CA Dept of Housing and Community Development Grant \$500,000
5. Set aside funds for long-term Capital Improvement Projects \$5,750,000.
6. Transfers to set aside funds for Long-Term CIP Projects in the Water Capital Investment Fund \$1,000,000.
7. Transfers to transfers to Wastewater Revenue \$636.
8. Set aside funds for Wastewater Rate Stabilization Fund \$2,091,650.
9. Transfers to SM-FC PFA debt service \$2,091,650.
10. Set aside funds for Long-Term CIP Projects in the Wastewater Capital Investment Fund \$7,600,000.
11. Set aside funds for debt service, fiscal agent fees and expenses \$3,875,403.
12. Set aside funds for debt service, fiscal agent fees and expenses \$136,332.

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# City Council/EMID Board of Directors

Foster City is a "General Law" city, meaning that we operate by the standard governing rules that are set up by the State of California for cities in our state. The City Council consists of five Foster City residents who serve the city on a part-time basis, and all of them serve the whole City. They are elected by the voters of the City to staggered terms of four years each. The City Council is the only body elected directly by the residents of Foster City (they are not elected by district). As the legislative branch of the government, it makes final decisions on all major city matters. The Council adopts ordinances and resolutions necessary for efficient governmental operations, approves the budget and acts as a board of appeals.

## **MISSION STATEMENT**

The mission of the City of Foster City is to deliver services, invest in quality infrastructure and implement policies that prioritize public safety, smart planning, a vibrant economy, fiscal stability, community connections and a sustainable environment. In pursuit of this mission, we use community engagement and data to make decisions and measure progress based on economic, social and environmental factors.



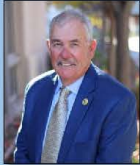


## **CHANGES IN FINANCIAL RESOURCES REQUIRED**

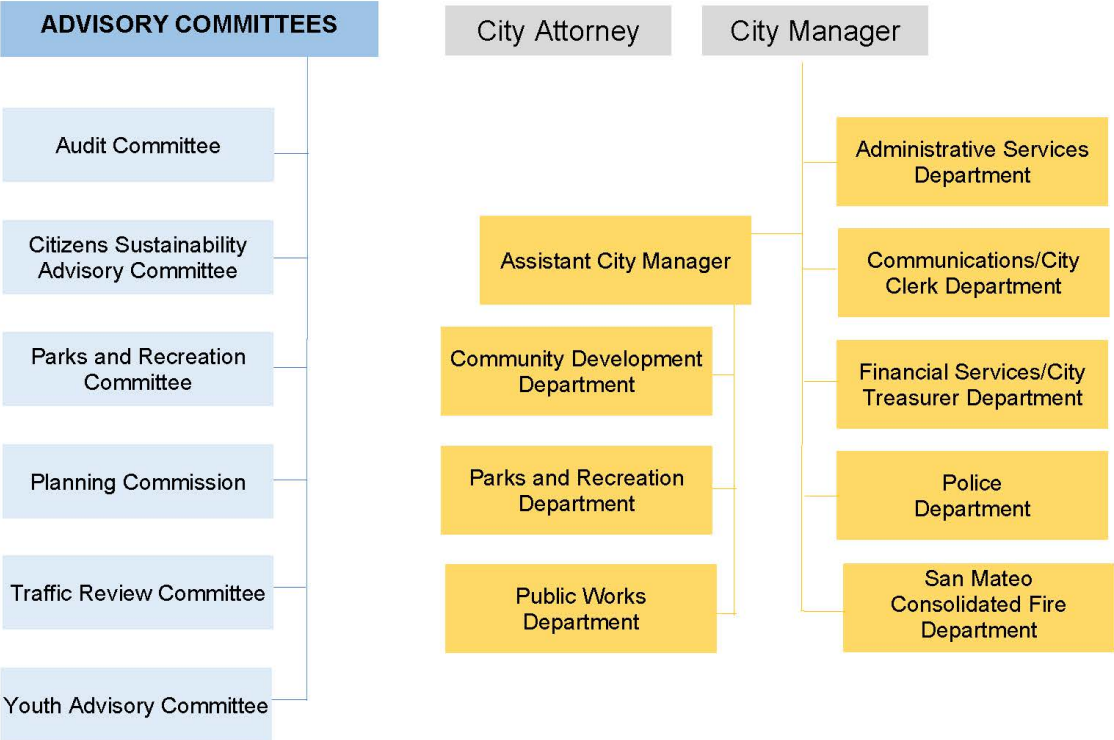
- Community Promotion Fourth of July Fireworks increased due to increase in fees (\$3,000)

# City of Foster City/Estero Municipal Improvement District Organization Chart

**FOSTER CITY RESIDENTS**

**CITY COUNCIL**



**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
**COUNCIL/BOARD**  
**GENERAL FUND**  
Annual Budget Appropriation for Fiscal Year

	2023-24		2024-25
	APPROVED	PROJECTED	REQUESTED
AUDIT COMMITTEE	\$200	\$200	\$200
COMMUNITY PROMOTION	\$122,100	\$122,100	\$125,100
COUNCIL/BOARD	\$298,284	\$298,284	\$345,147
PARKS & REC COMMITTEE	\$2,000	\$2,000	\$2,000
PLANNING COMMISSION	\$22,976	\$22,976	\$24,047
YOUTH ADVISORY COMMITTEE	\$5,350	\$5,350	\$5,350
<b>TOTAL FOR COUNCIL/BOARD</b>	<b>\$450,910</b>	<b>\$450,910</b>	<b>\$501,844</b>

EXPENDITURES BY CATEGORY:	2023-24		2024-25
	APPROVED	PROJECTED	REQUESTED
EMPLOYEE SERVICES	\$159,146	\$159,146	\$189,686
SERVICES AND SUPPLIES	\$339,167	\$339,167	\$356,829
CAPITAL OUTLAY	\$0	\$0	\$0
Subtotal (Total Department-Controlled Expenses)	\$498,313	\$498,313	\$546,515
INTERNAL SERVICES	\$183,113	\$183,113	\$193,648
Subtotal (Total Department Expenses before Reallocations)	\$681,426	\$681,426	\$740,163
REALLOCATIONS	(\$230,516)	(\$230,516)	(\$238,319)
<b>TOTAL FOR COUNCIL/BOARD</b>	<b>\$450,910</b>	<b>\$450,910</b>	<b>\$501,844</b>

Position	FY 2022-23	FY 2023-24	FY 2024-25
Council Members	5.000	5.000	5.000
<b>Totals</b>	<b>5.000</b>	<b>5.000</b>	<b>5.000</b>

**DETAIL LINE ITEM: 001-1010 Council/Board - Council/Board Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$298,284</b>	<b>\$345,147</b>	<b>\$46,863</b>	
<b>Totals Employee Services</b>		<b>\$142,694</b>	<b>\$173,259</b>	<b>\$30,565</b>	
001-1010-413-41-15	DIR,COUNCILMEN,COMM FEES	\$34,000	\$34,000	\$0	
001-1010-413-41-21	PERS RETIREMENT	\$790	\$1,548	\$758	
001-1010-413-41-35	FLEX ALLOWANCE	\$104,925	\$134,329	\$29,404	
001-1010-413-41-36	WORKERS COMPENSATION	\$130	\$112	(\$18)	
001-1010-413-41-39	OTHER FRINGE BENEFITS	\$1,007	\$1,151	\$144	
001-1010-413-41-61	EMPLOYEE BENEFIT-PERS UAL	\$1,842	\$2,119	\$277	
<b>Totals Internal Services</b>		<b>\$181,289</b>	<b>\$191,728</b>	<b>\$10,439</b>	
001-1010-413-42-56	EQUIP REPLACEMENT CHARGES	\$0	\$6,843	\$6,843	
001-1010-413-42-69	BUILDING MAINTENANCE CHG	\$181,289	\$184,885	\$3,596	
001-1010-413-42-69	<i>BLDG MAINTENANCE (87% Cncl Chambers)</i>	\$127,607	\$130,138	\$2,531	
001-1010-413-42-69	<i>BUILDING MAINTENANCE</i>	\$53,682	\$54,747	\$1,065	
<b>Totals Services and Supplies</b>		<b>\$204,817</b>	<b>\$218,479</b>	<b>\$13,662</b>	
001-1010-413-42-41	COPY EXPENSE	\$150	\$150	\$0	
001-1010-413-42-42	POSTAGE EXPENSE	\$150	\$150	\$0	
001-1010-413-42-43	GENERAL OFFICE SUPPLIES	\$14,250	\$15,100	\$850	
001-1010-413-42-43	<i>PLAQUES/NAME TAGS</i>	\$600	\$600	\$0	
001-1010-413-42-43	MEMENTOS FOR DIGNITARIES	\$700	\$700	\$0	
001-1010-413-42-43	<i>LOGO ITEMS</i>	\$1,600	\$1,600	\$0	
001-1010-413-42-43	<i>GENERAL OFFICE SUPPLIES</i>	\$2,000	\$2,000	\$0	
001-1010-413-42-43	<i>COUNCIL REORGANIZATION RECEPTION</i>	\$500	\$500	\$0	
001-1010-413-42-43	<i>COFFEE AND SUPPLIES FOR CITY HALL</i>	\$3,000	\$3,000	\$0	
001-1010-413-42-43	BUSINESS CARDS	\$150	\$200	\$50	
001-1010-413-42-43	CIVICS ACADEMY	\$5,700	\$6,500	\$800	
001-1010-413-42-51	CONTRACT, PROF, SPEC SVCS	\$116,579	\$121,439	\$4,860	
001-1010-413-42-51	SAN MATEO LEADERSHIP PROGRAM	\$15,000	\$15,000	\$0	
001-1010-413-42-51	C/CAG CONGESTION RELIEF PLAN FEE (GAS TAX)	\$86,974	\$91,268	\$4,294	1
001-1010-413-42-51	BUDGET BALANCING STRATEGY TOOLBOX 2020-09	(\$5,100)	(\$5,100)	\$0	
001-1010-413-42-51	C/CAG CONGESTION MGMT PLAN (GAS TAX)	\$19,705	\$20,271	\$566	1
001-1010-413-42-53	MEMBERSHIP ,DUES,SUBSCRIPT	\$55,688	\$56,640	\$952	
001-1010-413-42-53	MISCELLANEOUS	\$1,000	\$1,000	\$0	
001-1010-413-42-53	<i>LCC PENINSULA DIVISION DUES</i>	\$300	\$400	\$100	
001-1010-413-42-53	<i>LCC ANNUAL DUES</i>	\$15,136	\$15,590	\$454	
001-1010-413-42-53	<i>LAFCO ASSESSMENT</i>	\$10,177	\$10,177	\$0	
001-1010-413-42-53	<i>C/CAG ADMINISTRATIVE COSTS</i>	\$13,234	\$13,632	\$398	
001-1010-413-42-53	<i>BAY PLANNING COALITION</i>	\$1,346	\$1,346	\$0	
001-1010-413-42-53	<i>ASSOCIATION OF BAY AREA GOVTS</i>	\$11,521	\$11,521	\$0	
001-1010-413-42-53	<i>SISTER CITIES INT'L NETWORK DUES</i>	\$610	\$610	\$0	
001-1010-413-42-53	<i>AIRPORT/COMMUNITY ROUNDTABLE</i>	\$2,364	\$2,364	\$0	
001-1010-413-42-54	TRAVEL,CONFERENCE,MEETING	\$15,000	\$22,000	\$7,000	2
001-1010-413-42-55	TRAINING	\$3,000	\$3,000	\$0	
<b>Totals Reallocation</b>		<b>(\$230,516)</b>	<b>(\$238,319)</b>	<b>(\$7,803)</b>	
001-1010-413-45-02	ALLOCATION OF EXP-OTHER C/CAG (103-1010)	(\$106,679)	(\$111,539)	(\$4,860)	
001-1010-413-45-05	INDIRECT COST ALLOCATION	(\$123,837)	(\$126,780)	(\$2,943)	

**DETAIL LINE ITEM: 001-1022 Council/Board - Audit Committee Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$200</b>	<b>\$200</b>	<b>\$0</b>	
<b>Totals Services and Supplies</b>		<b>\$200</b>	<b>\$200</b>	<b>\$0</b>	
001-1022-413-42-43	GENERAL OFFICE SUPPLIES	\$200	\$200	\$0	

**DETAIL LINE ITEM: 001-1026 Council/Board - Parks & Recreation Committee Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$2,000</b>	<b>\$2,000</b>	<b>\$0</b>	
<b>Totals Services and Supplies</b>		<b>\$2,000</b>	<b>\$2,000</b>	<b>\$0</b>	
001-1026-413-42-43	GENERAL OFFICE SUPPLIES	\$1,000	\$1,000	\$0	
001-1026-413-42-51	CONTRACT, PROF, SPEC SVCS	\$500	\$500	\$0	
001-1026-413-42-54	TRAVEL,CONFERENCE,MEETING	\$500	\$500	\$0	

**DETAIL LINE ITEM: 001-1027 Council/Board - Planning Commission Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$22,976</b>	<b>\$24,047</b>	<b>\$1,071</b>	
<b>Totals Employees Services</b>		<b>\$16,452</b>	<b>\$16,427</b>	<b>(\$25)</b>	
001-1027-413-41-15	DIR,COUNCILMEN,COMM FEES	\$16,140	\$16,140	\$0	
001-1027-413-41-36	WORKERS COMPENSATION	\$78	\$53	(\$25)	
001-1027-413-41-39	OTHER FRINGE BENEFITS	\$234	\$234	\$0	
<b>Totals Internal Services</b>		<b>\$1,824</b>	<b>\$1,920</b>	<b>\$96</b>	
001-1027-413-41-54	PEMHCA	\$1,824	\$1,920	\$96	
<b>Totals Services and Supplies</b>		<b>\$4,700</b>	<b>\$5,700</b>	<b>\$1,000</b>	
001-1027-413-42-54	TRAVEL,CONFERENCE,MEETING	\$4,700	\$5,700	\$1,000	

**DETAIL LINE ITEM: 001-1028 Council/Board - Youth Advisory Committee Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$5,350</b>	<b>\$5,350</b>	<b>\$0</b>	
<b>Totals Services and Supplies</b>		<b>\$5,350</b>	<b>\$5,350</b>	<b>\$0</b>	
001-1028-413-42-41	COPY EXPENSE	\$20	\$20	\$0	
001-1028-413-42-42	POSTAGE EXPENSE	\$200	\$200	\$0	
001-1028-413-42-43	GENERAL OFFICE SUPPLIES	\$2,190	\$2,190	\$0	
001-1028-413-42-51	CONTRACT, PROF, SPEC SVCS	\$2,000	\$2,000	\$0	
001-1028-413-42-54	TRAVEL,CONFERENCE,MEETING	\$940	\$940	\$0	

**DETAIL LINE ITEM: 001-1030 Council/Board - Community Promotion Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$122,100</b>	<b>\$125,100</b>	<b>\$3,000</b>	
<b>Totals Services and Supplies</b>		<b>\$122,100</b>	<b>\$125,100</b>	<b>\$3,000</b>	
001-1030-413-42-43	GENERAL OFFICE SUPPLIES	\$300	\$300	\$0	
001-1030-413-42-51	CONTRACT, PROF, SPEC SVCS	\$46,800	\$49,800	\$3,000	
001-1030-413-42-51	FOURTH OF JULY FIREWORKS	\$21,800	\$24,800	\$3,000	3
001-1030-413-42-51	FOURTH OF JULY ADDITIONAL SERVICES	\$25,000	\$25,000	\$0	
001-1030-413-42-60	CONTRIB TO OTHER AGENCIES	\$75,000	\$75,000	\$0	
001-1030-413-42-60	N/P -- CALL PRIMROSE CENTER	\$5,000	\$0	(\$5,000)	
001-1030-413-42-60	N/P -- FOSTER CITY VILLAGE	\$7,000	\$0	(\$7,000)	
001-1030-413-42-60	N/P -- HILLBARN THEATER	\$4,000	\$0	(\$4,000)	
001-1030-413-42-60	N/P -- LIFEMOVES (FORMERLY IVSN)	\$10,000	\$0	(\$10,000)	
001-1030-413-42-60	N/P -- MISSION HOSPICE AND HOME CARE	\$7,000	\$0	(\$7,000)	
001-1030-413-42-60	N/P -- PARCA	\$5,000	\$0	(\$5,000)	
001-1030-413-42-60	N/P -- SAMARITAN HOUSE	\$20,000	\$0	(\$20,000)	
001-1030-413-42-60	N/P -- SAN MATEO COUNTY JOBS FOR YOUTH	\$3,000	\$0	(\$3,000)	
001-1030-413-42-60	N/P -- SAN MATEO-FOSTER CITY EDUCATION FOUNDATION	\$6,000	\$0	(\$6,000)	
001-1030-413-42-60	N/P -- STARVISTA	\$5,000	\$0	(\$5,000)	
001-1030-413-42-60	N/P -- SUSTAINABLE SAN MATEO COUNTY	\$3,000	\$0	(\$3,000)	
001-1030-413-42-60	Placeholder	\$0	\$75,000	\$75,000	

**Detailed Analysis (Significant Changes):**

- Note 1 Change from C/CAG assessment
- Note 2 Lobbying Trip to Washington DC
- Note 3 Increase Cost



# City/District Manager

## DEPARTMENT DESCRIPTION

The City/District Manager Department provides administrative and legislative/policy support to the City Council/EMID Board and City staff, general oversight of all City operations, and specific City-wide oversight in the following areas: Environmental Sustainability, Community Relations/Services, Legislative Advocacy, Budget, Animal Control, and Emergency Preparedness.

## MISSION STATEMENT

The mission of the City/District Manager Department is to assist the City Council/EMID Board in achieving its vision for the community, to manage the City's resources in a fiscally responsible manner, and to ensure the continuous delivery of high-quality services that promote the health, safety, welfare, and vitality of the community during normal operations and emergency situations.

As a strategic partner to the City's operating departments, the City/District Manager Department advocates, supports, and maintains the necessary technology to achieve the mission of the organization and efficient/effective service delivery. The department also strives to preserve and enhance the quality of life for Foster City through neighborhood-oriented services, community-based problem-solving, and information and resources that are relevant, accessible, and responsive to the community. Through partnership, the City/District Manager Department is committed to providing innovative services that promote and engage enriching lifestyles, foster social interaction, and encourage environmental stewardship, which in turn contribute to a healthy community.

## CHANGES IN FINANCIAL RESOURCES REQUIRED

The City/District Manager Department has set some ambitious strategic goals and initiatives for FY 2024-25 in addition to overseeing the daily operations of the City and managing special projects and requests. Overall, the Administration Division budget is decreasing by \$337,501 after allocations, and the increasing is for the following reasons:

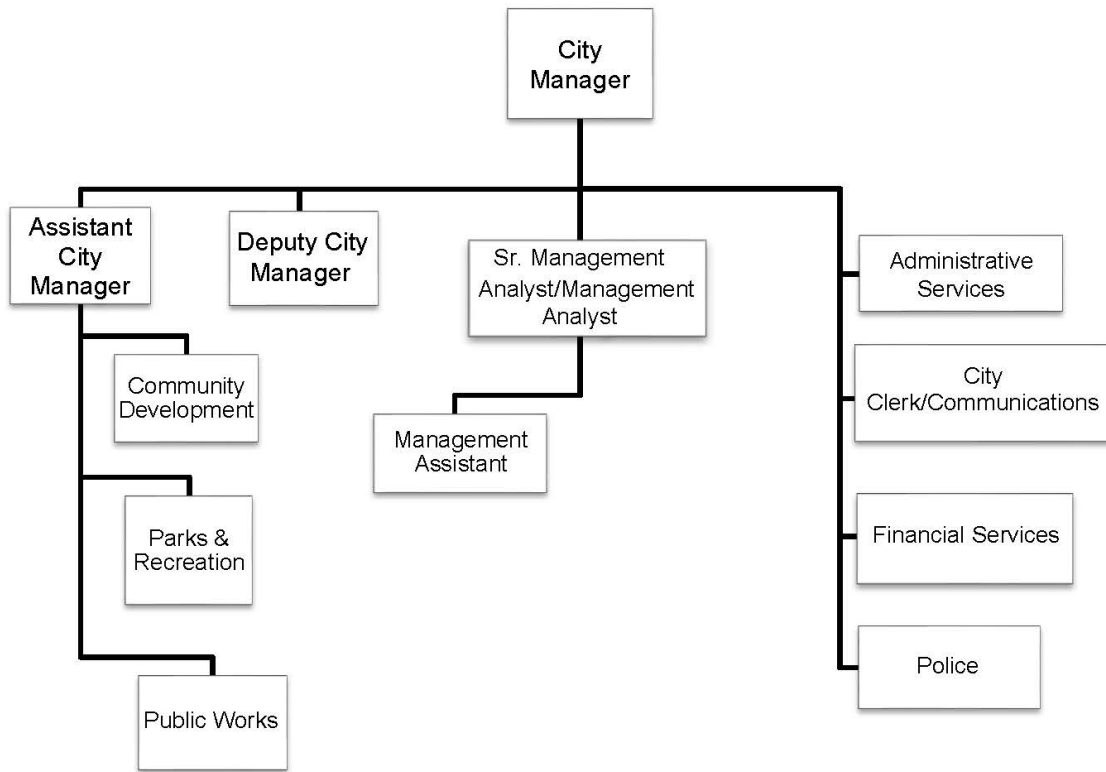
### Administration Division

- Savings from downgrading Principal Management Analyst position to Administrative Assistant
- Transfer Economic Development Manager from CDD and upgrade to Deputy City Manager
- Council approved no charges for Compensated Absences in FY 24-25
- Harvard Kennedy School is an one-time expense in FY 23-24
- Increases in personnel costs approved by the City Council through the Compensation and Benefits Agreement with the Management Group.

### Community Benefit Fund

- Program expenditures to be determined by policy direction of the City Council. The Fund was established from monies received in FY 2015-16 from Biomed Realty for Community Benefits Program for the City.

**CITY MANAGER'S OFFICE**  
**FY 2024/2025**



**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
**CITY/DISTRICT MANAGER**  
**GENERAL FUND**  
Annual Budget Appropriation for Fiscal Year

CITY/DISTRICT MANAGER DIVISION	2023-24		2024-25
	APPROVED	PROJECTED	REQUESTED
ADMINISTRATION	\$1,564,025	\$1,564,025	\$1,901,526
COMMUNITY BENEFITS PROGRAM FUND	\$328,000	\$359,667	\$162,000
<b>TOTAL FOR CITY/DISTRICT MANAGER</b>	<b>\$1,892,025</b>	<b>\$1,923,692</b>	<b>\$2,063,526</b>

EXPENDITURES BY CATEGORY:	2023-24		2024-25
	APPROVED	PROJECTED	REQUESTED
EMPLOYEE SERVICES	\$1,474,268	\$1,474,268	\$1,898,859
SERVICES AND SUPPLIES	\$629,681	\$661,348	\$443,440
CAPITAL OUTLAY	\$0	\$0	\$0
Subtotal (Total Department-Controlled Expenses)	\$2,103,949	\$2,135,616	\$2,342,299
INTERNAL SERVICES	\$243,634	\$243,634	\$201,795
Subtotal (Total Department Expenses before Reallocations)	\$2,347,583	\$2,379,250	\$2,544,094
REALLOCATIONS	(\$455,558)	(\$455,558)	(\$480,568)
<b>TOTAL FOR CITY/DISTRICT MANAGER</b>	<b>\$1,892,025</b>	<b>\$1,923,692</b>	<b>\$2,063,526</b>

**Staffing (Full Time Equivalents)**

<b>Full Time Position</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>
City/District Manager	1.00	1.00	1.00
Assistant City Manager	0.00	1.00	1.00
Deputy City Manager <sup>(1)</sup>	1.00	0.00	1.00
Principal Management Analyst <sup>(2)</sup>	1.00	1.00	0.00
Senior Management Analyst/Management Analyst <sup>(4)</sup>	1.00	1.00	1.00
Management Assistant <sup>(2)</sup>	0.00	0.00	1.00
Information Technology Manager <sup>(3)</sup>	1.00	0.00	0.00
Sr. Systems Analyst <sup>(3)</sup>	2.00	0.00	0.00
Management Coordinator	1.00	0.00	0.00
Technology Analyst I <sup>(3)</sup>	2.00	0.00	0.00
<b>Total Full Time Positions</b>	<b>10.00</b>	<b>4.00</b>	<b>5.00</b>
Total Full Time Equivalents	<b>10.00</b>	<b>4.00</b>	<b>5.00</b>

<sup>(1)</sup> Transfer Economic Development Manager from CDD and upgrade to Deputy City Manager.

<sup>(2)</sup> Downgrade position from Principal Management Analyst to Management Assistant.

<sup>(3)</sup> Transfer to Administrative Services

<sup>(4)</sup> Add higher step within same classification

\*\*\*\* Transfer Sr Management Analyst (Sustainability) to Community Development Department

**DETAIL LINE ITEM: 001-0110 City/District Manager - Administration Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$1,564,025</b>	<b>\$1,901,526</b>	<b>\$337,501</b>	
<b>Totals Employee Services</b>		<b>\$1,474,268</b>	<b>\$1,898,859</b>	<b>\$424,591</b>	
001-0110-413-41-10	PERMANENT SALARIES	\$981,153	\$1,201,878	\$220,725	1
001-0110-413-41-21	PERS RETIREMENT	\$109,606	\$133,793	\$24,187	
001-0110-413-41-35	FLEX ALLOWANCE	\$106,784	\$164,963	\$58,179	
001-0110-413-41-36	WORKERS COMPENSATION	\$2,770	\$3,348	\$578	
001-0110-413-41-39	OTHER FRINGE BENEFITS	\$116,601	\$127,114	\$10,513	
001-0110-413-41-61	EMPLOYEE BENEFIT-PERS UAL	\$157,354	\$267,763	\$110,409	
<b>Totals Internal Services</b>		<b>\$243,634</b>	<b>\$201,795</b>	<b>(\$41,839)</b>	
001-0110-413-41-40	COMPENSATED ABSENCES	\$25,204	\$0	(\$25,204)	
001-0110-413-41-54	PEMHCA	\$7,296	\$7,680	\$384	
001-0110-413-42-44	VEHICLE RENTAL CHARGES	\$22,482	\$0	(\$22,482)	
001-0110-413-42-57	COMM & INFO SERVICES CHGS	\$76,663	\$79,904	\$3,241	
001-0110-413-42-69	BUILDING MAINTENANCE CHG	\$111,989	\$114,211	\$2,222	
<b>Totals Services and Supplies</b>		<b>\$301,681</b>	<b>\$281,440</b>	<b>(\$20,241)</b>	
001-0110-413-42-41	COPY EXPENSE	\$3,060	\$3,060	\$0	
001-0110-413-42-42	POSTAGE EXPENSE	\$153	\$700	\$547	
001-0110-413-42-43	GENERAL OFFICE SUPPLIES	\$1,531	\$1,531	\$0	
001-0110-413-42-43	BUDGET BALANCING STRATEGY TOOLBOX 2020-09	(\$3,511)	(\$3,511)	\$0	
001-0110-413-42-43	GENERAL OFFICE SUPPLIES	\$5,042	\$5,042	\$0	
001-0110-413-42-51	CONTRACT, PROF, SPEC SVCS	\$238,287	\$236,499	(\$1,788)	
001-0110-413-42-51	ANIMAL CONTROL CONTRACT W/COUNTY	\$192,817	\$188,551	(\$4,266)	
001-0110-413-42-51	ANIMAL CARE SHELTER CONSTRUCTION COSTS	\$27,970	\$30,448	\$2,478	
001-0110-413-42-51	CONTRACTUAL, PROF., & SPEC. SVC.	\$2,500	\$2,500	\$0	
001-0110-413-42-51	MINIMUM WAGE ADMINISTRATION	\$15,000	\$15,000	\$0	
001-0110-413-42-53	MEMBERSHIP, DUES, SUBSCRIPT	\$8,850	\$8,850	\$0	
001-0110-413-42-53	CALIF CITY MGMT FOUNDATION MEMBERSHIP DUES (1)	\$400	\$400	\$0	
001-0110-413-42-53	CHAMBER OF COMMERCE	\$2,100	\$2,100	\$0	
001-0110-413-42-53	ICMA MEMBERSHIP DUES (2)	\$2,800	\$2,800	\$0	
001-0110-413-42-53	MISCELLANEOUS	\$2,500	\$2,500	\$0	
001-0110-413-42-53	MMANC MEMBERSHIP DUES (2) > (1)	\$150	\$150	\$0	
001-0110-413-42-53	NEWSPAPER SUBSCRIPTIONS (2)	\$650	\$650	\$0	
001-0110-413-42-53	SAN MATEO CO. CITY MANAGERS' ASSOCIATION	\$250	\$250	\$0	
001-0110-413-42-54	TRAVEL, CONFERENCE, MEETING	\$49,800	\$30,800	(\$19,000)	
001-0110-413-42-54	FEDERAL LEGISLATIVE ADVOCACY	\$0	\$6,000	\$6,000	
001-0110-413-42-54	ICMA CONFERENCE (2)	\$6,050	\$6,050	\$0	
001-0110-413-42-54	LOCC ANNUAL CONFERENCE (2)	\$5,050	\$5,050	\$0	
001-0110-413-42-54	LOCC CM DEPARTMENT MEETING (2)	\$5,050	\$5,050	\$0	
001-0110-413-42-54	MISCELLANEOUS CONFERENCES & MEETINGS	\$1,000	\$1,000	\$0	
001-0110-413-42-54	MMANC ANNUAL CONFERENCE (2) > (1)	\$1,900	\$1,900	\$0	
001-0110-413-42-54	NATIONAL LEAGUE OF CITIES	\$2,550	\$2,550	\$0	
001-0110-413-42-54	NEW MAYORS & COUNCILMEMBERS CONF.	\$1,500	\$1,500	\$0	
001-0110-413-42-54	PROGRESS SEMINAR	\$1,500	\$1,500	\$0	
001-0110-413-42-54	SAN MATEO CO. CITY MANAGERS' ASSOCIATION LUNCHEON	\$200	\$200	\$0	
001-0110-413-42-54	EXCEPTION REQUEST - HARVARD KENNEDY SCHOOL (1)	\$25,000	\$0	(\$25,000)	
<b>Totals Reallocation</b>		<b>(\$455,558)</b>	<b>(\$480,568)</b>	<b>(\$25,010)</b>	
001-0110-413-45-05	INDIRECT COST ALLOCATION	(\$455,558)	(\$480,568)	(\$25,010)	

**DETAIL LINE ITEM: 005-0110 City/District Manager - Community Benefits Program Fund Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$328,000</b>	<b>\$162,000</b>	<b>(\$166,000)</b>	
<b>Totals Services and Supplies</b>		<b>\$328,000</b>	<b>\$162,000</b>	<b>(\$166,000)</b>	
005-0110-413-42-51	CONTRACT, PROF, SPEC SVCS	\$328,000	\$162,000	(\$166,000)	
005-0110-413-42-51	Legislative Advocacy and Grant Writing Services	\$78,000	\$162,000	\$84,000	
005-0110-413-42-51	New Foster City Entry Monuments	\$250,000	\$0	(\$250,000)	2

**Detailed Analysis:**

- Note 1            Reclassification: Downgrade Principal Management Analyst to Administrative Assistant I/II and transferred Economic Development Manager from Community Development Department
- Note 2            Will request carryover at August 2024 Council Meeting

# Communications/City Clerk

## DEPARTMENT DESCRIPTION

The Communications/City Clerk Department is comprised of two divisions: City Clerk and Communications.

### City Clerk Division

#### Legislative Administration

Manage the preparation and distribution of the City Council agenda and packets, prepare minutes, ensure legislative actions and recordings meet Brown Act requirements, and maintain on-demand video streaming of City Council meetings.

#### Managing City Records

Accurately record, maintain and preserve City/District records; oversee the City's records management program, and ensure transparency through a Public Records Act management system.

#### Administering Local Elections and Acting as the Elections Official for the City

Administer free and open municipal elections in full accordance with the law in collaboration with the San Mateo County Elections Office, and serve as the filing officer for Campaign Expenditure Statements required for candidates in municipal elections.

### Communications Division

#### Public Engagement

Ensure the dissemination of timely and accurate public information of City operations, projects, policies, Council action, services, and programs through traditional media, social media and the internet.

#### Video Production

Produce and manage engaging original programming (videos and FCTV) that provides timely and easy to understand information.

Manage Foster City Television (FCTV), Foster City's Government Access Cable Television Channel, which has provided local information to Foster City since 1986. FCTV can be viewed on Comcast Channel 27, AT&T Channel 99 and YouTube.

#### Social Media

Engage the community and increase transparency through the use of multiple social media platforms and online communication tools that promote accurate, accessible and convenient information.

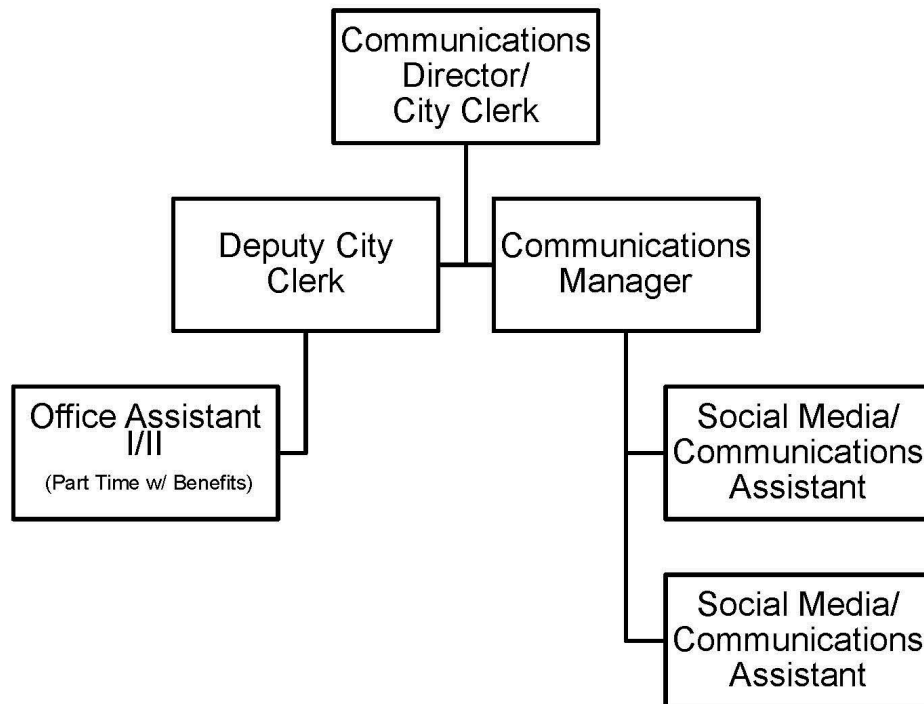
## MISSION STATEMENT

The mission of the Communications / City Clerk Department is to promote the free exchange of public information to engage residents in City policies and decision-making processes. The City Clerk Division manages and provides access to city records, and administers and records elections and legislative functions. The Communications Division promotes inclusive public engagement and positive community relations through effective and transparent communications strategies.

## CHANGES IN FINANCIAL RESOURCES REQUIRED

- There is a municipal election scheduled in FY 2024-2025.

# Communications/City Clerk Department FY 2024-25





**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
**COMMUNICATIONS/CITY CLERK**  
**GENERAL FUND**  
Annual Budget Appropriation for Fiscal Year

	<b>2023-24</b>		<b>2024-25</b>
	<b>APPROVED</b>	<b>PROJECTED</b>	<b>REQUESTED</b>
ADMINISTRATION	\$533,720	\$539,163	\$555,157
MUNICIPAL ELECTIONS	\$1,500	\$1,500	\$123,500
COMMUNICATIONS	\$711,755	\$717,073	\$677,291
<b>TOTAL FOR COMMUNICATIONS/CITY CLERK</b>	<b>\$1,246,975</b>	<b>\$1,257,736</b>	<b>\$1,355,948</b>

<b>EXPENDITURES BY CATEGORY:</b>	<b>2023-24</b>		<b>2024-25</b>
	<b>APPROVED</b>	<b>PROJECTED</b>	<b>REQUESTED</b>
EMPLOYEE SERVICES	\$1,184,051	\$1,194,648	\$1,200,083
SERVICES AND SUPPLIES	\$131,922	\$131,922	\$241,990
CAPITAL OUTLAY	\$0	\$0	\$0
Subtotal (Total Department-Controlled Expenses)	\$1,315,973	\$1,326,570	\$1,442,073
INTERNAL SERVICES	\$197,421	\$197,585	\$211,969
Subtotal (Total Department Expenses before Reallocations)	\$1,513,394	\$1,524,155	\$1,654,042
REALLOCATIONS	(\$266,419)	(\$266,419)	(\$298,094)
<b>TOTAL FOR COMMUNICATIONS/CITY CLERK</b>	<b>\$1,246,975</b>	<b>\$1,257,736</b>	<b>\$1,355,948</b>

**Staffing (Full Time Equivalents)**

<b>Full Time Position</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>
Communications Director/City Clerk	1.00	1.00	1.00
Deputy City Clerk	1.00	1.00	1.00
Communications Manager	1.00	1.00	1.00
Social Media & Communications Assistant	1.00	2.00	2.00
<b>Total Full Time Positions</b>	<b>4.00</b>	<b>5.00</b>	<b>5.00</b>
<b>Part Time with Benefits Position</b>			
Office Assistant I/I	0.75	0.75	0.75
<b>Total Part Time with Benefits Positions</b>	<b>0.75</b>	<b>0.75</b>	<b>0.75</b>
<b>Total Full Time Equivalents</b>	<b>4.75</b>	<b>5.75</b>	<b>5.75</b>

**DETAIL LINE ITEM: 001-0210 Communications/City Clerk - Administration Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$533,720</b>	<b>\$555,157</b>	<b>\$21,437</b>	
<b>Totals Employee Services</b>		<b>\$467,730</b>	<b>\$462,301</b>	<b>(\$5,429)</b>	
001-0210-411-41-10	PERMANENT SALARIES	\$243,540	\$247,724	\$4,184	
001-0210-411-41-11	HOURLY & PART TIME SALARY	\$54,029	\$61,319	\$7,290	
001-0210-411-41-21	PERS RETIREMENT	\$33,365	\$34,509	\$1,144	
001-0210-411-41-35	FLEX ALLOWANCE	\$58,460	\$51,709	(\$6,751)	
001-0210-411-41-36	WORKERS COMPENSATION	\$1,175	\$954	(\$221)	
001-0210-411-41-39	OTHER FRINGE BENEFITS	\$18,190	\$18,493	\$303	
001-0210-411-41-61	EMPLOYEE BENEFIT-PERS UAL	\$58,971	\$47,593	(\$11,378)	
<b>Totals Internal Services</b>		<b>\$166,509</b>	<b>\$164,156</b>	<b>(\$2,353)</b>	
001-0210-411-41-40	COMPENSATED ABSENCES	\$7,908	\$0	(\$7,908)	
001-0210-411-41-54	PEMHCA	\$5,472	\$5,760	\$288	
001-0210-411-42-57	COMM & INFO SERVICES CHGS	\$77,408	\$81,173	\$3,765	
001-0210-411-42-69	BUILDING MAINTENANCE CHG	\$75,721	\$77,223	\$1,502	
<b>Totals Services and Supplies</b>		<b>\$29,932</b>	<b>\$31,580</b>	<b>\$1,648</b>	
001-0210-411-42-41	COPY EXPENSE	\$4,000	\$4,000	\$0	
001-0210-411-42-42	POSTAGE EXPENSE	\$800	\$800	\$0	
001-0210-411-42-43	GENERAL OFFICE SUPPLIES	\$4,000	\$4,000	\$0	
001-0210-411-42-49	ADVERTISING/PUBLICITY	\$1,700	\$1,700	\$0	
001-0210-411-42-51	CONTRACT, PROF, SPEC SVCS	\$13,500	\$14,500	\$1,000	
001-0210-411-42-51	FC/EMID MUNICIPAL CODE BOOKS SUPPLEMENT SERVICE	\$4,000	\$5,000	\$1,000	
001-0210-411-42-51	OFF-SITE RECORDS STORAGE/RECORDS MGMT	\$2,200	\$2,200	\$0	
001-0210-411-42-51	PUBLIC RECORDS ACT MGMT SYSTEM	\$7,300	\$7,300	\$0	
001-0210-411-42-53	MEMBERSHIP, DUES, SUBSCRIPT	\$955	\$1,080	\$125	
001-0210-411-42-53	CCAC - CITY CLERKS ASSOCIATION OF CA (2)	\$400	\$500	\$100	
001-0210-411-42-53	IIMC - INTL INSTITUTE OF MUNICIPAL CLERKS (2)	\$345	\$350	\$5	
001-0210-411-42-53	NATIONAL NOTARY ASSOCIATION DUES & INSURANCE (2)	\$210	\$230	\$20	
001-0210-411-42-54	TRAVEL, CONFERENCE, MEETING	\$3,477	\$4,000	\$523	
001-0210-411-42-55	TRAINING	\$1,500	\$1,500	\$0	
001-0210-411-42-55	ARMA & OTHER CITY CLERK/USERS GROUP TRAINING	\$300	\$300	\$0	
001-0210-411-42-55	CLERK TRAINING	\$1,200	\$1,200	\$0	
<b>Totals Reallocation</b>		<b>(\$130,451)</b>	<b>(\$102,880)</b>	<b>\$27,571</b>	
001-0210-411-45-05	INDIRECT COST ALLOCATION	(\$130,451)	(\$102,880)	\$27,571	

**DETAIL LINE ITEM: 001-0220 Communications/City Clerk - Municipal Elections Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$1,500</b>	<b>\$123,500</b>	<b>\$122,000</b>	<b>1</b>
<b>Totals Services and Supplies</b>		<b>\$1,500</b>	<b>\$123,500</b>	<b>\$122,000</b>	
001-0220-414-42-41	COPY EXPENSE	\$0	\$150	\$150	
001-0220-414-42-42	POSTAGE EXPENSE	\$0	\$250	\$250	
001-0220-414-42-43	GENERAL OFFICE SUPPLIES	\$0	\$300	\$300	
001-0220-414-42-49	ADVERTISING/PUBLICITY	\$0	\$7,500	\$7,500	
001-0220-414-42-51	CONTRACT, PROF, SPEC SVCS	\$0	\$113,800	\$113,800	
001-0220-414-42-54	TRAVEL, CONFERENCE, MEETING	\$1,500	\$1,500	\$0	

**DETAIL LINE ITEM: 001-0230 Communications/City Clerk - Communications Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$711,755</b>	<b>\$677,291</b>	<b>(\$34,464)</b>	
<b>Totals Employee Services</b>		<b>\$716,321</b>	<b>\$737,782</b>	<b>\$21,461</b>	
001-0230-411-41-10	PERMANENT SALARIES	\$467,658	\$491,838	\$24,180	
001-0230-411-41-21	PERS RETIREMENT	\$53,705	\$55,311	\$1,606	
001-0230-411-41-35	FLEX ALLOWANCE	\$71,927	\$67,725	(\$4,202)	
001-0230-411-41-36	WORKERS COMPENSATION	\$1,839	\$1,533	(\$306)	
001-0230-411-41-39	OTHER FRINGE BENEFITS	\$23,524	\$24,511	\$987	
001-0230-411-41-61	EMPLOYEE BENEFIT-PERS UAL	\$97,668	\$96,864	(\$804)	
<b>Totals Internal Services</b>		<b>\$30,912</b>	<b>\$47,813</b>	<b>\$16,901</b>	
001-0230-411-41-40	COMPENSATED ABSENCES	\$12,546	\$0	(\$12,546)	
001-0230-411-42-56	EQUIP REPLACEMENT CHARGES	\$0	\$29,083	\$29,083	
001-0230-411-42-69	BUILDING MAINTENANCE CHG	\$18,366	\$18,730	\$364	
<b>Totals Services and Supplies</b>		<b>\$100,490</b>	<b>\$86,910</b>	<b>(\$13,580)</b>	
001-0230-411-42-41	COPY EXPENSE	\$500	\$500	\$0	
001-0230-411-42-42	POSTAGE EXPENSE	\$50	\$50	\$0	
001-0230-411-42-43	GENERAL OFFICE SUPPLIES	\$1,500	\$1,500	\$0	
001-0230-411-42-45	TOOLS & EQUIP(<5000@ITEM)	\$1,500	\$2,000	\$500	
001-0230-411-42-46	MAINT-FACILITY & EQUIP	\$2,000	\$2,000	\$0	
001-0230-411-42-51	CONTRACT, PROF, SPEC SVCS	\$85,350	\$69,550	(\$15,800)	
001-0230-411-42-51	CLOSED CAPTIONING SERVICE	\$15,800	\$0	(\$15,800)	
001-0230-411-42-51	CONTRACT VIDEO PRODUCTION SERVICES	\$20,000	\$20,000	\$0	
001-0230-411-42-51	PUBLIC ENGAGEMENT PROGRAM	\$4,550	\$4,550	\$0	
001-0230-411-42-51	SOCIAL MEDIA ARCHIVAL SYSTEM	\$5,000	\$5,000	\$0	
001-0230-411-42-51	VIDEO TECHNICIAN CONTRACT	\$40,000	\$40,000	\$0	
001-0230-411-42-53	MEMBERSHIP, DUES, SUBSCRIPT	\$2,690	\$3,410	\$720	
001-0230-411-42-53	CA ASSOCIATION OF PUBLIC INFO OFFICIALS MEMBERSHIP	\$275	\$275	\$0	
001-0230-411-42-53	ENGAGING LOCAL GOVERNMENT LEADERS MEMBERSHIP	\$40	\$40	\$0	
001-0230-411-42-53	FCTV PROGRAMMING LICENSING	\$400	\$400	\$0	
001-0230-411-42-53	GOVERNMENT SOCIAL MEDIA ORGANIZATION MEMBERSHIP	\$200	\$200	\$0	
001-0230-411-42-53	GRAPHIC DESIGN SUBSCRIPTION/ONLINE SERVICES	\$400	\$400	\$0	
001-0230-411-42-53	MUSIC SUBSCRIPTION SERVICE	\$525	\$525	\$0	
001-0230-411-42-53	ONLINE VIDEO HOST / WEB SOLUTIONS	\$850	\$850	\$0	
001-0230-411-42-53	POWTOONS VIDEO LICENSING	\$0	\$720	\$720	
001-0230-411-42-54	TRAVEL, CONFERENCE, MEETING	\$3,400	\$4,400	\$1,000	
001-0230-411-42-55	TRAINING	\$3,500	\$3,500	\$0	
<b>Totals Reallocation</b>		<b>(\$135,968)</b>	<b>(\$195,214)</b>	<b>(\$59,246)</b>	
001-0230-411-45-05	INDIRECT COST ALLOCATION	(\$135,968)	(\$195,214)	(\$59,246)	

**Detailed Analysis:**

Note 1 Election scheduled in FY 2024-25

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# City Attorney/District Legal Counsel

## **DEPARTMENT DESCRIPTION**

The City Attorney/District Legal Counsel Department is tasked with providing legal services to minimize the City/EMID's liability risks, ensuring that the policies and procedures employed by all departments are legally compliant, and ensuring that the City Council receives information and advice needed to make well-informed decisions.

Core activities for the City Attorney/District Legal Counsel Department include responding to requests for legal advice from Council and staff, drafting/reviewing staff reports, resolutions, ordinances, contracts and other legal documents, prosecuting violations of the Municipal Code, representing the City/EMID in administrative/legal actions, and attending City Council and Planning Commission meetings, as requested.

## **MISSION STATEMENT**

The mission of the City Attorney/District Legal Counsel is to provide timely, accurate, and proactive legal advice to the City Council/EMID Board of Directors and staff on all legal matters pertaining to City/EMID business.

**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
 CITY ATTORNEY/DISTRICT LEGAL COUNSEL  
 GENERAL FUND  
 Annual Budget Appropriation for Fiscal Year

<b>EXPENDITURES BY CATEGORY:</b>	<b>2023-24</b>		<b>2024-25</b>
	<b>APPROVED</b>	<b>PROJECTED</b>	<b>REQUESTED</b>
EMPLOYEE SERVICES	\$0	\$0	\$0
SERVICES AND SUPPLIES	\$751,566	\$751,566	\$766,597
CAPITAL OUTLAY	\$0	\$0	\$0
Subtotal (Total Department-Controlled Expenses)	\$751,566	\$751,566	\$766,597
INTERNAL SERVICES	\$0	\$0	\$0
Subtotal (Total Department Expenses before Reallocations)	\$751,566	\$751,566	\$766,597
REALLOCATIONS	(\$95,201)	(\$95,201)	(\$88,629)
<b>TOTAL FOR CITY ATTORNEY</b>	<b>\$656,365</b>	<b>\$656,365</b>	<b>\$677,968</b>

**DETAIL LINE ITEM: 001-0310 City Attorney/Legal Counsel - Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$656,365</b>	<b>\$677,968</b>	<b>\$21,603</b>	
<b>Totals Services and Supplies</b>		<b>\$751,566</b>	<b>\$766,597</b>	<b>\$15,031</b>	
001-0310-412-42-51	CONTRACT, PROF, SPEC SVCS	\$751,566	\$766,597	\$15,031	
<b>Totals Reallocation</b>		<b>(\$95,201)</b>	<b>(\$88,629)</b>	<b>\$6,572</b>	
001-0310-412-45-05	INDIRECT COST ALLOCATION	(\$95,201)	(\$88,629)	\$6,572	

**Detailed Analysis:**

Note                      None

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# Administrative Services

## DEPARTMENT DESCRIPTION

The Administrative Services Department was created in February 2023 and provides human resources, risk management, and information technology services in support of the City's employees, operations, and community.

## MISSION STATEMENT

The Human Resources Division of the Administrative Services Department provides the following quality services to Foster City employees: recruitment and retention of qualified employees; training, development and education to promote individual and team success and increase overall value to the City; a safe and healthy working environment; inspiration and encouragement for a high level of employee morale through recognition, effective communication and feedback; resources for administering benefits, policies and procedures; and positive employee relations.

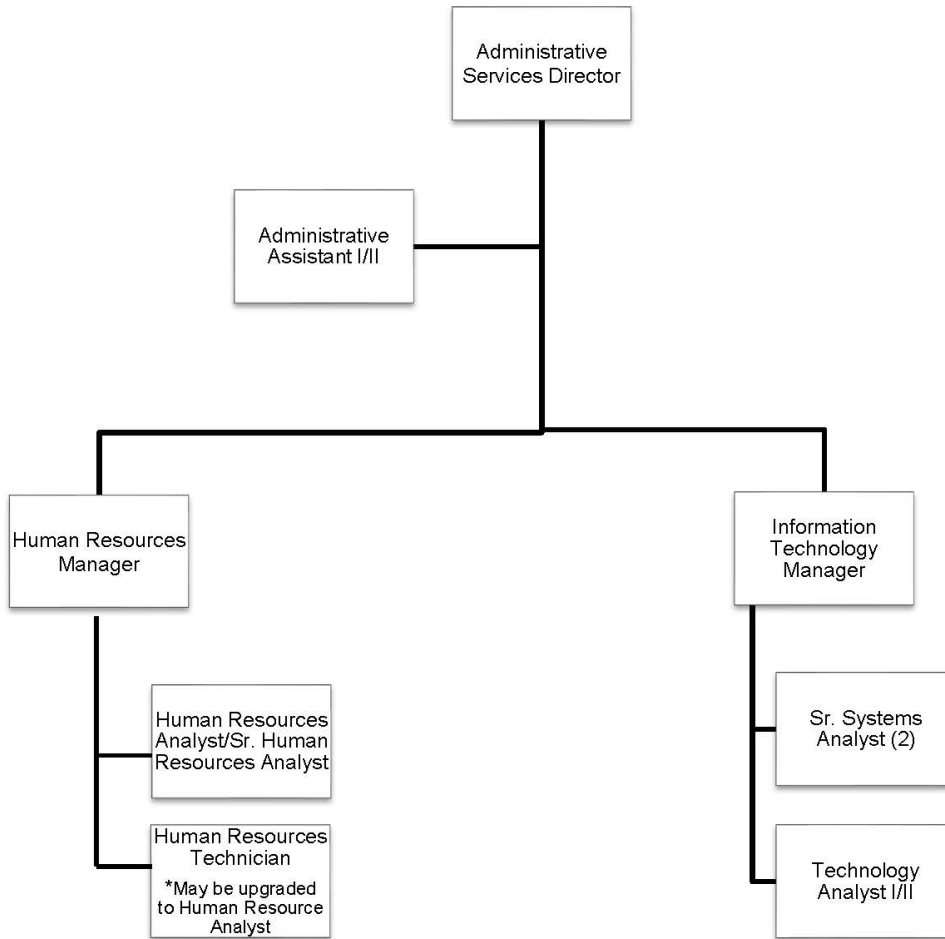
The Information Technology Division of the Administrative Services Department advocates, supports, and maintains the necessary technology to achieve the mission of the organization and efficient and effective service delivery.

## CHANGES IN FINANCIAL RESOURCES REQUIRED

During Fiscal Year 2023-2024, staff vacancies created a gap in available services to Foster City employees and departments. A professional services contract was established to provide services until key vacancies could be filled. The Administrative Services Director position was filled in October 2023. Human Resources continued to use the professional services contract to provide expertise as needed. To ensure that internal resources are qualified and able to assist Foster City employees and departments, a reclassification of the two lower-level positions is required. The Human Resources Analyst should be reclassified to a Senior Human Resources Analyst and the Human Resources Technician should be reclassified to a Human Resources Analyst. Since these two positions are currently filled, the budget accounts for the higher-level position, which will be assigned when staff attain the proper knowledge, skills, abilities and experience.

Aggregate supplies and services expenditures for Fiscal Year 2024-2025 are budgeted for \$306,346, an increase of \$47,476 from the prior fiscal year. The increase includes \$48,700 increase in Professional Services, a decrease of \$4,920 in special departmental supplies, an \$1,300 increase in labor relations services, a \$1,000 increase in travel for training and conferences, and a \$1,396 increase in advertising based on planned outreach activities.

**Administrative Services Department  
FY 2024/2025**



**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
**ADMINISTRATIVE SERVICES**  
**GENERAL FUND**  
Annual Budget Appropriation for Fiscal Year

	<b>2023-24</b>		<b>2024-25</b>
	<b>APPROVED</b>	<b>PROJECTED</b>	<b>REQUESTED</b>
HUMAN RESOURCES	\$1,284,016	\$1,285,855	\$1,360,961
SELF INSURANCE	\$656,188	\$656,188	\$901,430
<b>TOTAL FOR ADMINISTRATIVE SERVICES</b>	<b>\$1,940,204</b>	<b>\$1,942,043</b>	<b>\$2,262,391</b>

<b>EXPENDITURES BY CATEGORY:</b>	<b>2023-24</b>		<b>2024-25</b>
	<b>APPROVED</b>	<b>PROJECTED</b>	<b>REQUESTED</b>
EMPLOYEE SERVICES	\$1,040,274	\$941,085	\$1,119,892
SERVICES AND SUPPLIES	\$258,870	\$359,870	\$306,345
CAPITAL OUTLAY	\$0	\$0	\$0
Subtotal (Total Department-Controlled Expenses)	\$1,299,144	\$1,300,955	\$1,426,237
INTERNAL SERVICES	\$869,512	\$869,540	\$1,112,692
Subtotal (Total Department Expenses before Reallocations)	\$2,168,656	\$2,170,495	\$2,538,929
REALLOCATIONS	(\$228,452)	(\$228,452)	(\$276,538)
<b>TOTAL FOR ADMINISTRATIVE SERVICES</b>	<b>\$1,940,204</b>	<b>\$1,942,043</b>	<b>\$2,262,391</b>

**Staffing (Full Time Equivalents)**

<b>Permanent Positions</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>
Administrative Services Director	0.00	1.00	1.00
Administration Assistant I/II	0.00	1.00	1.00
Human Resources Analyst	1.00	1.00	0.00
SR / Human Resources Analyst	0.00	0.00	2.00
Human Resources Director	1.00	0.00	0.00
Human Resources Manager	0.00	1.00	1.00
Human Resources Technician	1.00	1.00	0.00
Information Technology Manager *	0.00	1.00	1.00
Sr. Human Resources Analyst *	1.00	0.00	0.00
Sr. Systems Analyst *	0.00	2.00	2.00
Technology Analyst I *	0.00	1.00	1.00
<b>Total Full Time Equivalents</b>	<b>4.00</b>	<b>9.00</b>	<b>9.00</b>

\*Transfer from City Manager Office starting February 2023

**DETAIL LINE ITEM: 001-0170 Administrative Services - Self Insurance Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$656,188</b>	<b>\$901,430</b>	<b>\$245,242</b>	
<b>Totals Internal Services</b>		\$683,217	\$936,775	\$253,558	
001-0170-413-42-62	INSURANCE & OTHER COSTS	\$683,217	\$936,775	\$253,558	
<b>Totals Reallocation</b>		(\$27,029)	(\$35,345)	(\$8,316)	
001-0170-413-45-05	INDIRECT COST ALLOCATION	(\$27,029)	(\$35,345)	(\$8,316)	

**DETAIL LINE ITEM: 001-1210 Administrative Services - Human Resources Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$1,284,016</b>	<b>\$1,360,961</b>	<b>\$76,945</b>	
<b>Totals Employee Services</b>		\$1,040,274	\$1,119,892	\$79,618	
001-1210-415-41-10	PERMANENT SALARIES	\$671,667	\$766,358	\$94,691	1
001-1210-415-41-21	PERS RETIREMENT	\$76,168	\$85,292	\$9,124	
001-1210-415-41-35	FLEX ALLOWANCE	\$119,813	\$120,087	\$274	
001-1210-415-41-36	WORKERS COMPENSATION	\$3,217	\$1,746	(\$1,471)	
001-1210-415-41-39	OTHER FRINGE BENEFITS	\$45,206	\$49,104	\$3,898	
001-1210-415-41-61	EMPLOYEE BENEFIT-PERS UAL	\$124,203	\$97,305	(\$26,898)	
<b>Totals Internal Services</b>		\$186,295	\$175,917	(\$10,378)	
001-1210-415-41-40	COMPENSATED ABSENCES	\$17,758	\$0	(\$17,758)	
001-1210-415-41-54	PEMHCA	\$7,296	\$7,680	\$384	
001-1210-415-42-56	EQUIP REPLACEMENT CHARGES	\$0	\$1,088	\$1,088	
001-1210-415-42-57	COMM & INFO SERVICES CHGS	\$74,555	\$78,744	\$4,189	
001-1210-415-42-69	BUILDING MAINTENANCE CHG	\$86,686	\$88,405	\$1,719	
<b>Totals Services and Supplies</b>		\$258,870	\$306,345	\$47,475	
001-1210-415-42-40	SPECIAL DEPARTMENTAL SUP	\$25,150	\$20,230	(\$4,920)	
001-1210-415-42-40	EMPLOYEE EVENTS	\$10,000	\$10,000	\$0	
001-1210-415-42-40	EMPLOYEE RECOGNITION PROGRAMS	\$250	\$250	\$0	
001-1210-415-42-40	GYM MAINTENANCE	\$1,000	\$3,780	\$2,780	
001-1210-415-42-40	SERVICE (PINS) AWARD PROGRAM	\$3,700	\$3,700	\$0	
001-1210-415-42-40	WELLNESS / HEALTH SCREENINGS	\$2,500	\$2,500	\$0	
001-1210-415-42-40	GYM EQUIPMENT & SVCS	\$7,700	\$0	(\$7,700)	
001-1210-415-42-41	COPY EXPENSE	\$5,000	\$5,000	\$0	
001-1210-415-42-42	POSTAGE EXPENSE	\$1,500	\$1,500	\$0	
001-1210-415-42-43	GENERAL OFFICE SUPPLIES	\$3,250	\$3,250	\$0	
001-1210-415-42-49	ADVERTISING/PUBLICITY	\$46,500	\$47,895	\$1,395	
001-1210-415-42-49	INTERVIEWING/ASSESSMENT CENTER EXPENSES	\$6,000	\$3,000	(\$3,000)	
001-1210-415-42-49	POLICE PROMOTIONAL TESTING PROCESS	\$1,000	\$1,000	\$0	
001-1210-415-42-49	EXECUTIVE RECRUITMENT - \$15,000/POSITION	\$30,000	\$30,000	\$0	
001-1210-415-42-49	RECRUITMENT ADVERTISING/EXPENSES	\$4,000	\$8,395	\$4,395	
001-1210-415-42-49	STATE DOJ FINGERPRINTING SERVICES	\$2,500	\$2,500	\$0	
001-1210-415-42-49	WRITTEN EXAMS/JOINT TESTING EXPENSES	\$3,000	\$3,000	\$0	

**001-1210 Administrative Services - Human Resources Expenses (Continued)**

Account String	Object Name	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
001-1210-415-42-51	CONTRACT, PROF, SPEC SVCS	\$91,560	\$141,560	\$50,000	
001-1210-415-42-51	CLASS B LIC.EXAM & RENEWAL FEES/RESPIRATORY EXAMS	\$4,000	\$4,000	\$0	
001-1210-415-42-51	D.O.T. ALCOHOL/DRUG TESTING PROGRAM COMPLIANCE	\$8,000	\$8,000	\$0	
001-1210-415-42-51	LEGAL SERVICES	\$31,560	\$31,560	\$0	
001-1210-415-42-51	OSHA BLOODBORNE PATHOGENS RULE COMPLIANCE	\$3,500	\$3,500	\$0	
001-1210-415-42-51	SPECIALIZED MEDICAL EXAMS (FFD, ETC.)	\$6,500	\$6,500	\$0	
001-1210-415-42-51	TRANSPORTATION SYSTEM MGMT PROGRAM	\$1,000	\$1,000	\$0	
001-1210-415-42-51	IEDA (Labor Relations)	\$37,000	\$38,300	\$1,300	
001-1210-415-42-51	CONSULTANT SVCS - WC/RISK MGMNT/UPDATE CW POLICIES & PROCEDURES (ONE YR ONLY)	\$0	\$48,700	\$48,700	
001-1210-415-42-53	MEMBERSHIP, DUES, SUBSCRIPT	\$1,610	\$1,610	\$0	
001-1210-415-42-53	CA.PUBLIC EMPLOYEE RELATIONS ASSN. (CALPELRA)	\$400	\$400	\$0	
001-1210-415-42-53	HR PROFESSIONAL MEMBERSHIP DUES	\$500	\$500	\$0	
001-1210-415-42-53	ICMA	\$200	\$200	\$0	
001-1210-415-42-53	IPMA MEMBERSHIP	\$510	\$510	\$0	
001-1210-415-42-54	TRAVEL, CONFERENCE, MEETING	\$13,500	\$14,500	\$1,000	
001-1210-415-42-54	CALPELRA CONFERENCE	\$2,250	\$3,250	\$1,000	
001-1210-415-42-54	CONSORTIUM & REGIONAL MEETINGS	\$2,000	\$2,000	\$0	
001-1210-415-42-54	IPMA Western Regional and National Conference	\$3,000	\$3,000	\$0	
001-1210-415-42-54	LEAGUE OF CA.CITIES - EMPL REL INST / ANNUAL CONF	\$1,500	\$1,500	\$0	
001-1210-415-42-54	Legal Conference (LCW)	\$1,500	\$1,500	\$0	
001-1210-415-42-54	MANAGEMENT MTGS / EXEC RETREAT / MISC CITY MTGS	\$250	\$250	\$0	
001-1210-415-42-54	NORCAL PERSONNEL MGRS. CONF./ROUNDTABLE	\$1,000	\$1,000	\$0	
001-1210-415-42-54	SFBA-IPMA-HR MEETINGS	\$2,000	\$2,000	\$0	
001-1210-415-42-55	TRAINING	\$70,800	\$70,800	\$0	
001-1210-415-42-55	CITYWIDE TRAINING & STAFF DEVELOPMENT	\$30,000	\$30,000	\$0	
001-1210-415-42-55	LEADERSHIP DEVELOPMENT	\$25,000	\$25,000	\$0	
001-1210-415-42-55	SAFETY TRAINING	\$10,000	\$10,000	\$0	
001-1210-415-42-55	SUCCESSION PLANNING EMPLOYEE DEVELOPMENT	\$5,800	\$5,800	\$0	
<b>Totals Reallocation</b>		<b>(\$201,423)</b>	<b>(\$241,193)</b>	<b>(\$39,770)</b>	
001-1210-415-45-05	INDIRECT COST ALLOCATION	(\$201,423)	(\$241,193)	(\$39,770)	

**Detailed Analysis:**

Note 1

Upgrade Human Resources Analyst to Senior Human Resources Analyst and the Human Resources Technician reclassified to Human Resources Analyst.

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# Financial Services/City Treasurer

## DEPARTMENT DESCRIPTION

- The Financial Services/City Treasurer Department is responsible to provide timely and accurate financial information and reports and provide high-quality services to the community and all operating departments. The Department is also responsible for the control of all financial activities of the City/District and the Successor Agency of the former Community Development Agency, including the disbursement of financial resources and ensuring that adequate resources are available.
- The Administration Division oversees cash, debt, and investment management, budgeting, financial reporting, design, and evaluates internal controls, and the formulation of financial policies for the City/District and the Successor Agency of the former Community Development Agency.
- The General Accounting Division is responsible for general ledger, cashiering, capital assets, accounts payable, payroll, annual audits, and preparation of the Annual Financial Report, Annual State Controller's reports, Annual Government Compensation in California Report (GCC), and other external and internal financial reports.
- The Utility Accounting Division is responsible for water/wastewater billing, collection, and works in conjunction with Public Works Maintenance for the integration of meter reading data.
- The Taxes and Licenses Division is responsible for processing business license applications and collecting business license taxes; processes accounts receivable billing and performs collections on delinquent accounts.

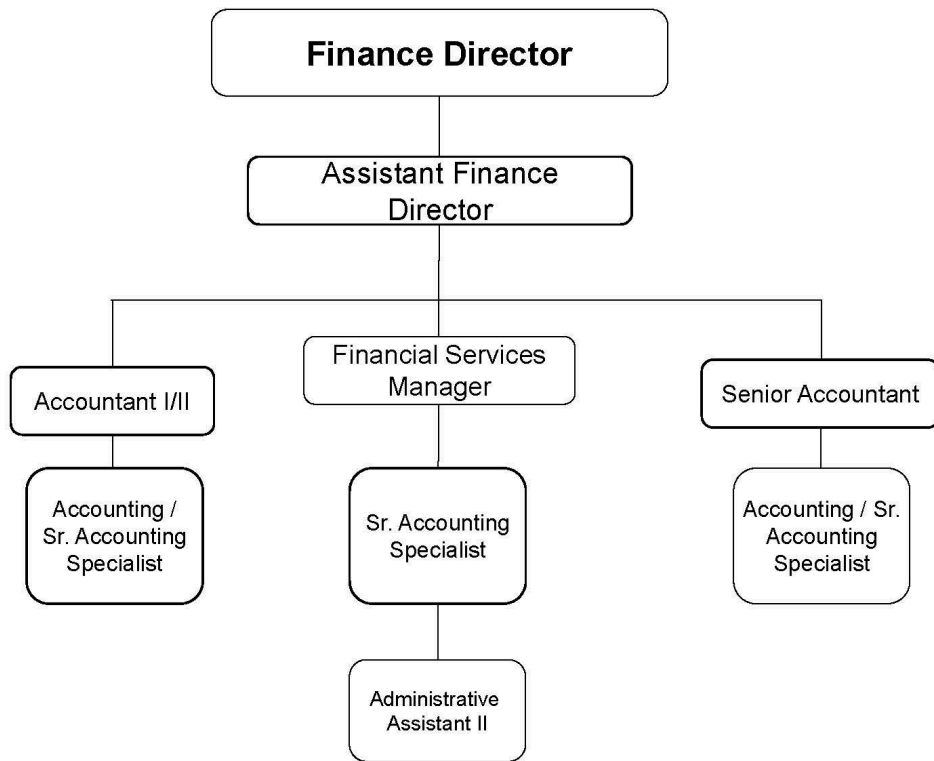
## MISSION STATEMENT

The mission of the Financial Services/City Treasurer Department is to manage the City/District's financial resources responsibly, responsively, and effectively.

## CHANGES IN FINANCIAL RESOURCES

- Employee services (wages and fringe benefits) costs have been adjusted upward based on merit (step) increases, a 3% placeholder for general wage adjustment, and benefit formula changes (e.g. increase in CalPERS employer rate/unfunded accrue liability charges, medical premium, employee flex benefit plan changes, etc.). Total FY 2024-25 employee services expenditures for the Department are \$2,312,877, an increase of \$104,523 or 4.7% from the FY 2023-24 adopted budget. An overtime increase of \$6,571 is needed for additional cross-training and succession planning for the Department.
- Internal Services charges are based on assessments from the Equipment Replacement, Information Technology, Compensated Absences, PEMHCA, Longevity and Building Maintenance Internal Services Funds. The aggregate charges for FY 2024-25 is \$359,694, an increase of \$3,092 or 0.9% from the prior fiscal year.
- Aggregate Service and Supplies expenditures for FY 2024-25 are budgeted for \$201,100, an increase of \$29,513 or 17.2% from prior fiscal year due primarily to the increase in the cost of contracts and professional services.
- Reallocation of expenses to other Departments which serves to reduce overall Department expenses increased by \$80,094 or 8.4% to \$1,028,634.
- The overall Financial Services Department expenditures are increasing by \$28,096 or 1.6% to \$1,816,099, with majority of the increase due to the higher cost of employee services.

**Financial Services/City Treasurer Department  
FY 2024-25**





**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
**FINANCIAL SERVICES/CITY TREASURER**  
**GENERAL FUND**  
Annual Budget Appropriation for Fiscal Year

	<b>2023-24</b>		<b>2024-25</b>
	<b>APPROVED</b>	<b>PROJECTED</b>	<b>REQUESTED</b>
ADMINISTRATION	\$540,543	\$541,050	\$544,365
GENERAL ACCOUNTING	\$1,081,569	\$1,090,968	\$1,100,251
UTILITY ACCOUNTING	\$2,289	\$9,382	\$220
TAXES & LICENSES	\$163,602	\$200,602	\$171,263
<b>TOTAL FOR FINANCIAL SERVICES/CITY TREASURER</b>	<b>\$1,788,003</b>	<b>\$1,842,002</b>	<b>\$1,816,099</b>

<b>EXPENDITURES BY CATEGORY:</b>	<b>2023-24</b>		<b>2024-25</b>
	<b>APPROVED</b>	<b>PROJECTED</b>	<b>REQUESTED</b>
EMPLOYEE SERVICES	\$2,208,354	\$2,228,115	\$2,312,877
SERVICES AND SUPPLIES	\$171,587	\$205,487	\$201,100
CAPITAL OUTLAY	\$0	\$0	\$0
Subtotal (Total Department-Controlled Expenses)	\$2,379,941	\$2,433,602	\$2,513,977
INTERNAL SERVICES	\$356,602	\$356,940	\$330,756
Subtotal (Total Department Expenses before Reallocations)	\$2,736,543	\$2,790,542	\$2,844,733
REALLOCATIONS	(\$948,540)	(\$948,540)	(\$1,028,634)
<b>TOTAL FOR FINANCIAL SERVICES/CITY TREASURER</b>	<b>\$1,788,003</b>	<b>\$1,842,002</b>	<b>\$1,816,099</b>

**Staffing (Full Time Equivalents)**

<b>Full Time Position</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>
Finance Director/City Treasurer	1.00	1.00	1.00
Assistant Finance Director	1.00	1.00	1.00
Financial Services Manager	1.00	1.00	1.00
Senior Accountant	1.00	1.00	1.00
Accountant I/II	1.00	1.00	1.00
Accounting Specialist & Sr. Acctg Specialist	3.00	0.00	0.00
Accounting Technician & Sr. Acctg Technician	0.00	3.00	3.00
Administrative Assistant II	0.00	1.00	1.00
Office Assistant II	1.00	0.00	0.00
<b>Total Full Time Position</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>
<b>Part Time without Benefits Position</b>			
Accounting Specialist & Sr. Acctg Specialist	0.50	0.00	0.00
<b>Total Part Time without Benefits Positions</b>	<b>0.50</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Full Time Equivalents</b>	<b>9.50</b>	<b>9.00</b>	<b>9.00</b>

## DETAIL LINE ITEM REPORT

### DETAIL LINE ITEM: 001-1110 Financial Services/City Treasurer - Administration Expenses

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$540,543</b>	<b>\$544,365</b>	<b>\$3,822</b>	
<b>Totals Employee Services</b>		<b>\$630,136</b>	<b>\$641,436</b>	<b>\$11,300</b>	
001-1110-415-41-10	PERMANENT SALARIES	\$415,039	\$404,987	(\$10,052)	1
001-1110-415-41-12	OVERTIME	\$3,000	\$7,099	\$4,099	
001-1110-415-41-21	PERS RETIREMENT	\$43,557	\$44,219	\$662	
001-1110-415-41-35	FLEX ALLOWANCE	\$45,901	\$54,184	\$8,283	
001-1110-415-41-36	WORKERS COMPENSATION	\$1,504	\$1,217	(\$287)	
001-1110-415-41-39	OTHER FRINGE BENEFITS	\$28,631	\$27,303	(\$1,328)	
001-1110-415-41-61	EMPLOYEE BENEFIT-PERS UAL	\$92,504	\$102,427	\$9,923	
<b>Totals Internal Services</b>		<b>\$79,135</b>	<b>\$70,136</b>	<b>(\$8,999)</b>	
001-1110-415-41-40	COMPENSATED ABSENCES	\$10,224	\$0	(\$10,224)	
001-1110-415-41-53	LONGEVITY	\$1,500	\$0	(\$1,500)	
001-1110-415-41-54	PEMHCA	\$7,296	\$7,680	\$384	
001-1110-415-42-56	EQUIP REPLACEMENT CHARGES	\$0	\$181	\$181	
001-1110-415-42-57	COMM & INFO SERVICES CHGS	\$40,171	\$41,936	\$1,765	
001-1110-415-42-69	BUILDING MAINTENANCE CHG	\$19,944	\$20,339	\$395	
<b>Totals Services and Supplies</b>		<b>\$18,470</b>	<b>\$18,470</b>	<b>\$0</b>	
001-1110-415-42-41	COPY EXPENSE	\$3,000	\$3,000	\$0	
001-1110-415-42-41	COPIES FOR CORRESPONDENCE, AGENDAS, ETC.	\$500	\$500	\$0	
001-1110-415-42-41	PRINTING OF PRELIMINARY AND FINAL BUDGET	\$2,500	\$2,500	\$0	
001-1110-415-42-42	POSTAGE EXPENSE	\$300	\$300	\$0	
001-1110-415-42-43	GENERAL OFFICE SUPPLIES	\$1,300	\$1,300	\$0	
001-1110-415-42-49	ADVERTISING/PUBLICITY	\$200	\$200	\$0	
001-1110-415-42-51	CONTRACT, PROF, SPEC SVCS	\$6,500	\$6,500	\$0	
001-1110-415-42-51	TEMPORARY HELP	\$1,500	\$1,500	\$0	
001-1110-415-42-51	COST ALLOCATION PLAN & USER FEES STUDY	\$5,000	\$5,000	\$0	
001-1110-415-42-53	MEMBERSHIP, DUES, SUBSCRIPT	\$1,420	\$1,420	\$0	
001-1110-415-42-53	ASSOCIATION OF GOVT ACCOUNTANTS	\$130	\$130	\$0	
001-1110-415-42-53	CALIFORNIA MUNICIPAL TREASURER ASSN	\$160	\$160	\$0	
001-1110-415-42-53	CALIFORNIA SOCIETY OF MUNICIPAL FINANCE OFFICERS	\$130	\$130	\$0	
001-1110-415-42-53	GOVERNMENT FINANCE OFFICERS ASSOCIATION (3)	\$750	\$750	\$0	
001-1110-415-42-53	PROFESSIONAL LICENSE	\$250	\$250	\$0	
001-1110-415-42-54	TRAVEL, CONFERENCE, MEETING	\$4,850	\$4,850	\$0	
001-1110-415-42-54	CA MUNICIPAL TREASURER ASSN ANNUAL CONFERENCE	\$1,300	\$1,300	\$0	
001-1110-415-42-54	GFOA ANNUAL CONFERENCE	\$2,000	\$2,000	\$0	
001-1110-415-42-54	LEAGUE OF CALIFORNIA CITIES	\$1,300	\$1,300	\$0	
001-1110-415-42-54	MISCELLANEOUS MEETINGS	\$250	\$250	\$0	
001-1110-415-42-55	TRAINING	\$900	\$900	\$0	
001-1110-415-42-55	GOVT TAX SEMINAR	\$500	\$500	\$0	
001-1110-415-42-55	CSMFO, GFOA, AGA TRAINING	\$400	\$400	\$0	
<b>Totals Reallocation</b>		<b>(\$187,198)</b>	<b>(\$185,677)</b>	<b>\$1,521</b>	
001-1110-415-45-05	INDIRECT COST ALLOCATION	(\$187,198)	(\$185,677)	\$1,521	

**DETAIL LINE ITEM: 001-1120 Financial Services/City Treasurer - General Accounting Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$1,081,569</b>	<b>\$1,100,251</b>	<b>\$18,682</b>	
<b>Totals Employee Services</b>		<b>\$1,163,879</b>	<b>\$1,241,197</b>	<b>\$77,318</b>	
001-1120-415-41-10	PERMANENT SALARIES	\$747,445	\$791,497	\$44,052	1
001-1120-415-41-12	OVERTIME	\$2,500	\$2,699	\$199	
001-1120-415-41-21	PERS RETIREMENT	\$84,293	\$86,823	\$2,530	
001-1120-415-41-35	FLEX ALLOWANCE	\$124,642	\$139,818	\$15,176	
001-1120-415-41-36	WORKERS COMPENSATION	\$2,889	\$2,410	(\$479)	
001-1120-415-41-39	OTHER FRINGE BENEFITS	\$38,472	\$41,352	\$2,880	
001-1120-415-41-61	EMPLOYEE BENEFIT-PERS UAL	\$163,638	\$176,598	\$12,960	
<b>Totals Internal Services</b>		<b>\$149,071</b>	<b>\$134,150</b>	<b>(\$14,921)</b>	
001-1120-415-41-40	COMPENSATED ABSENCES	\$19,722	\$0	(\$19,722)	
001-1120-415-41-54	PEMHCA	\$9,120	\$9,600	\$480	
001-1120-415-42-57	COMM & INFO SERVICES CHGS	\$80,342	\$83,871	\$3,529	
001-1120-415-42-69	BUILDING MAINTENANCE CHG	\$39,887	\$40,679	\$792	
<b>Totals Services and Supplies</b>		<b>\$81,180</b>	<b>\$79,720</b>	<b>(\$1,460)</b>	
001-1120-415-42-41	COPY EXPENSE	\$1,800	\$2,300	\$500	
001-1120-415-42-42	POSTAGE EXPENSE	\$2,650	\$3,000	\$350	
001-1120-415-42-43	GENERAL OFFICE SUPPLIES	\$5,500	\$5,250	(\$250)	
001-1120-415-42-43	PAYABLE & PAYROLL WINDOW ENVELOPES	\$650	\$600	(\$50)	
001-1120-415-42-43	AP SIGNATURE CARD	\$800	\$700	(\$100)	
001-1120-415-42-43	CALCULATORS (2)	\$200	\$150	(\$50)	
001-1120-415-42-43	MISC OFFICE SUPPLIES (BINDERS, BOXES, PAPER, ETC.)	\$300	\$300	\$0	
001-1120-415-42-43	P.O.'S, ACCOUNTS PAYABLE CHECKS & 1099	\$2,250	\$2,200	(\$50)	
001-1120-415-42-43	PAYROLL CHECKS & W2	\$1,000	\$1,000	\$0	
001-1120-415-42-43	PAYROLL WINDOW ENVELOPES	\$300	\$300	\$0	
001-1120-415-42-46	MAINT - FACILITY & EQUIP	\$1,000	\$1,000	\$0	
001-1120-415-42-46	BURSTING MACHINE & TIME CLOCK & LETTER OPENER	\$350	\$350	\$0	
001-1120-415-42-46	MISCELLANEOUS	\$500	\$500	\$0	
001-1120-415-42-46	WHEELWRITER	\$150	\$150	\$0	
001-1120-415-42-51	CONTRACT, PROF, SPEC SVCS	\$65,170	\$61,360	(\$3,810)	
001-1120-415-42-51	AUDIT FEES	\$59,230	\$50,000	(\$9,230)	
001-1120-415-42-51	AD FOR SCO ANNUAL REPORT (FTR)	\$950	\$950	\$0	
001-1120-415-42-51	ANNUAL FINANCIAL REPORT STATISTICS REPORTS	\$1,340	\$1,350	\$10	
001-1120-415-42-51	GFOA ANNUAL REPORT AWARD APPLICATION FEE	\$560	\$560	\$0	
001-1120-415-42-51	MANDATED COST ALLOCATION SB90 CLAIMS	\$3,090	\$3,500	\$410	
001-1120-415-42-51	MISCELLANEOUS	\$0	\$5,000	\$5,000	
001-1120-415-42-53	MEMBERSHIP, DUES, SUBSCRIPT	\$385	\$410	\$25	
001-1120-415-42-53	ASSOCIATION OF GOVT ACCOUNTANTS	\$110	\$110	\$0	
001-1120-415-42-53	MEMBERSHIP - GFOA	\$150	\$150	\$0	
001-1120-415-42-53	MEMBERSHIP - CSMFO	\$125	\$150	\$25	
001-1120-415-42-54	TRAVEL, CONFERENCE, MEETING	\$1,650	\$1,700	\$50	
001-1120-415-42-54	CSMFO/LEAGUE OF CALIFORNIA CITIES	\$1,450	\$1,500	\$50	
001-1120-415-42-54	MISCELLANEOUS MEETING	\$200	\$200	\$0	
001-1120-415-42-55	TRAINING	\$3,025	\$4,700	\$1,675	
001-1120-415-42-55	CSMFO CONFERENCE REGISTRATION	\$550	\$1,500	\$950	
001-1120-415-42-55	GFOA ANNUAL GAAP UPDATE	\$175	\$300	\$125	
001-1120-415-42-55	GOVERNMENT TAX SEMINAR	\$900	\$900	\$0	
001-1120-415-42-55	TECHNICAL ACCOUNTING / FINANCE TRAINING	\$1,400	\$2,000	\$600	

**DETAIL LINE ITEM: 001-1120 Financial Services/City Treasurer - General Accounting Expenses (Continued)**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals Reallocation</b>		<b>(\$312,561)</b>	<b>(\$354,816)</b>	<b>(\$42,255)</b>	
001-1120-415-45-05	INDIRECT COST ALLOCATION	(\$312,561)	(\$354,816)	(\$42,255)	

**DETAIL LINE ITEM: 001-1130 Financial Services/City Treasurer - Utility Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$2,289</b>	<b>\$220</b>	<b>(\$2,069)</b>	
<b>Totals Employee Services</b>		<b>\$274,223</b>	<b>\$305,398</b>	<b>\$31,175</b>	
001-1130-415-41-10	PERMANENT SALARIES	\$155,604	\$166,934	\$11,330	1
001-1130-415-41-12	OVERTIME	\$18,300	\$29,310	\$11,010	
001-1130-415-41-21	PERS RETIREMENT	\$19,957	\$22,212	\$2,255	
001-1130-415-41-35	FLEX ALLOWANCE	\$34,681	\$35,911	\$1,230	
001-1130-415-41-36	WORKERS COMPENSATION	\$606	\$530	(\$76)	
001-1130-415-41-39	OTHER FRINGE BENEFITS	\$4,851	\$5,471	\$620	
001-1130-415-41-61	EMPLOYEE BENEFIT-PERS UAL	\$40,224	\$45,030	\$4,806	
<b>Totals Internal Services</b>		<b>\$94,379</b>	<b>\$93,412</b>	<b>(\$967)</b>	
001-1130-415-41-40	COMPENSATED ABSENCES	\$4,208	\$0	(\$4,208)	
001-1130-415-42-57	COMM & INFO SERVICES CHGS	\$60,256	\$62,903	\$2,647	
001-1130-415-42-69	BUILDING MAINTENANCE CHG	\$29,915	\$30,509	\$594	
<b>Totals Services and Supplies</b>		<b>\$61,137</b>	<b>\$61,960</b>	<b>\$823</b>	
001-1130-415-42-41	COPY EXPENSE	\$450	\$450	\$0	
001-1130-415-42-42	POSTAGE EXPENSE	\$1,194	\$300	(\$894)	
001-1130-415-42-43	GENERAL OFFICE SUPPLIES	\$993	\$1,000	\$7	
001-1130-415-42-43	DELINQUENT, FINAL, & MISC DOOR HANGING NOTICES	\$293	\$300	\$7	
001-1130-415-42-43	MAILING AND RETURN ENVELOPES	\$200	\$200	\$0	
001-1130-415-42-43	OFFICE SUPPLIES (PAPER, PENS, BINDERS, BOXES, ETC)	\$500	\$500	\$0	
001-1130-415-42-51	CONTRACT, PROF, SPEC SVCS	\$57,000	\$58,710	\$1,710	
001-1130-415-42-51	BANK DRAFT FEES	\$6,000	\$6,000	\$0	
001-1130-415-42-51	ONLINE ACH TRANSACTION FEES	\$18,200	\$11,000	(\$7,200)	
001-1130-415-42-51	ONLINE UTILITY BILL AND EBPP PRINT SERVICES	\$32,800	\$41,710	\$8,910	
001-1130-415-42-55	TRAINING	\$1,500	\$1,500	\$0	
<b>Totals Reallocation</b>		<b>(\$427,450)</b>	<b>(\$460,550)</b>	<b>(\$33,100)</b>	
001-1130-415-45-05	INDIRECT COST ALLOCATION	(\$427,450)	(\$460,550)	(\$33,100)	
001-1130-415-45-05	INDIRECT COST ALLOCATION	(\$383,480)	(\$429,739)	(\$46,259)	
001-1130-415-45-05	INDIRECT COST ALLOCATION - 2nd ROUND	(\$43,970)	(\$30,811)	\$13,159	

**DETAIL LINE ITEM: 001-1140 Financial Services/City Treasurer - Taxes & Licenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$163,602</b>	<b>\$171,263</b>	<b>\$7,661</b>	
<b>Totals Employee Services</b>		<b>\$140,116</b>	<b>\$124,846</b>	<b>(\$15,270)</b>	
001-1140-415-41-10	PERMANENT SALARIES	\$79,996	\$72,673	(\$7,323)	1
001-1140-415-41-12	OVERTIME	\$15,700	\$6,963	(\$8,737)	
001-1140-415-41-21	PERS RETIREMENT	\$10,869	\$8,942	(\$1,927)	
001-1140-415-41-35	FLEX ALLOWANCE	\$11,187	\$11,351	\$164	
001-1140-415-41-36	WORKERS COMPENSATION	\$320	\$229	(\$91)	
001-1140-415-41-39	OTHER FRINGE BENEFITS	\$2,876	\$2,790	(\$86)	
001-1140-415-41-61	EMPLOYEE BENEFIT-PERS UAL	\$19,168	\$21,898	\$2,730	
<b>Totals Internal Services</b>		<b>\$34,017</b>	<b>\$33,058</b>	<b>(\$959)</b>	
001-1140-415-41-40	COMPENSATED ABSENCES	\$2,136	\$0	(\$2,136)	
001-1140-415-41-54	PEMHCA	\$1,824	\$1,920	\$96	
001-1140-415-42-57	COMM & INFO SERVICES CHGS	\$20,085	\$20,968	\$883	
001-1140-415-42-69	BUILDING MAINTENANCE CHG	\$9,972	\$10,170	\$198	
<b>Totals Services and Supplies</b>		<b>\$10,800</b>	<b>\$40,950</b>	<b>\$30,150</b>	
001-1140-415-42-41	COPY EXPENSE	\$500	\$250	(\$250)	
001-1140-415-42-42	POSTAGE EXPENSE	\$3,000	\$1,000	(\$2,000)	
001-1140-415-42-43	GENERAL OFFICE SUPPLIES	\$2,500	\$500	(\$2,000)	
001-1130-415-42-43	OFFICE SUPPLIES (PAPER, PENS, BINDERS, ETC.)	\$200	\$500	\$300	
001-1130-415-42-43	BUSINESS LICENSE RENEWAL/CERTIFICATES ENVELOPES	\$1,500	\$0	(\$1,500)	
001-1130-415-42-43	BUSINESS LICENSE APPLICATION FORMS/RELATED INFO	\$800	\$0	(\$800)	
001-1140-415-42-51	CONTRACT, PROF, SPEC SVCS	\$3,500	\$37,900	\$34,400	
001-1130-415-42-51	BANK FEES & CREDIT CARD FEES	\$1,000	\$200	(\$800)	
001-1130-415-42-51	BUSINESS LICENSE RENEWAL PROCESSING	\$1,000	\$36,200	\$35,200	2
001-1130-415-42-51	MRC SALES TAX AUDIT	\$1,500	\$1,500	\$0	
001-1140-415-42-55	TRAINING	\$1,300	\$1,300	\$0	
<b>Totals Reallocation</b>		<b>(\$21,331)</b>	<b>(\$27,591)</b>	<b>(\$6,260)</b>	
001-1140-415-45-05	INDIRECT COST ALLOCATION	(\$21,331)	(\$27,591)	(\$6,260)	

**Detailed Analysis:**

- Note 1 Re-alignment of FTE
- Note 2 Business License Administration Services

# Parks and Recreation



## **DEPARTMENT DESCRIPTION**

The Parks and Recreation Department exists to build and create community through people, parks, and programs.

Foster City residents are passionate about their parks system. They have come to expect a high level of service and want that service to continue. As the City grows older and the social landscape evolves, Foster City's parks and recreation needs are growing and becoming more diverse. Parks and recreational needs are progressing.

- Foster City has a parks and recreation system of which we are rightfully proud. Our Strategic Plan is our vision to protect our heritage and provide guidance in making parks and recreation services that are available to all, and our plan perhaps leaves a legacy for our children that is better than our inheritance.
- The parks system is built upon a legacy of leadership and public support from the past. Each generation has had to recommit its own share of energy and resources to keep our park system growing and responsive to emerging needs.
- Foster City's parks, public spaces, facilities, and recreational space give life and beauty to the City and enhance residents' lives. These essential assets connect people to place, self, and others. Foster City's residents will treasure and care for this legacy, building on the past to provide for future generations.

## **MISSION STATEMENT**

Foster City Parks and Recreation is committed to providing excellent service, exciting programs, and exceptional places, to enhance our community's quality of life.

The Department fulfills its mission by carrying out four key functions where we will:

- Provide high-quality parks and recreation facilities
- Provide high-quality recreational programs
- Create and maintain effective organizational processes
- Recruit, support, retain, and challenge great employees

The vision that guides our Department is partnering with the community to provide innovative services that promote and engage enriching lifestyles, foster social interaction, and encourage environmental stewardship, which contributes to our healthy community.

## **CHANGES IN FINANCIAL RESOURCES REQUIRED**

### **Recreation Division**

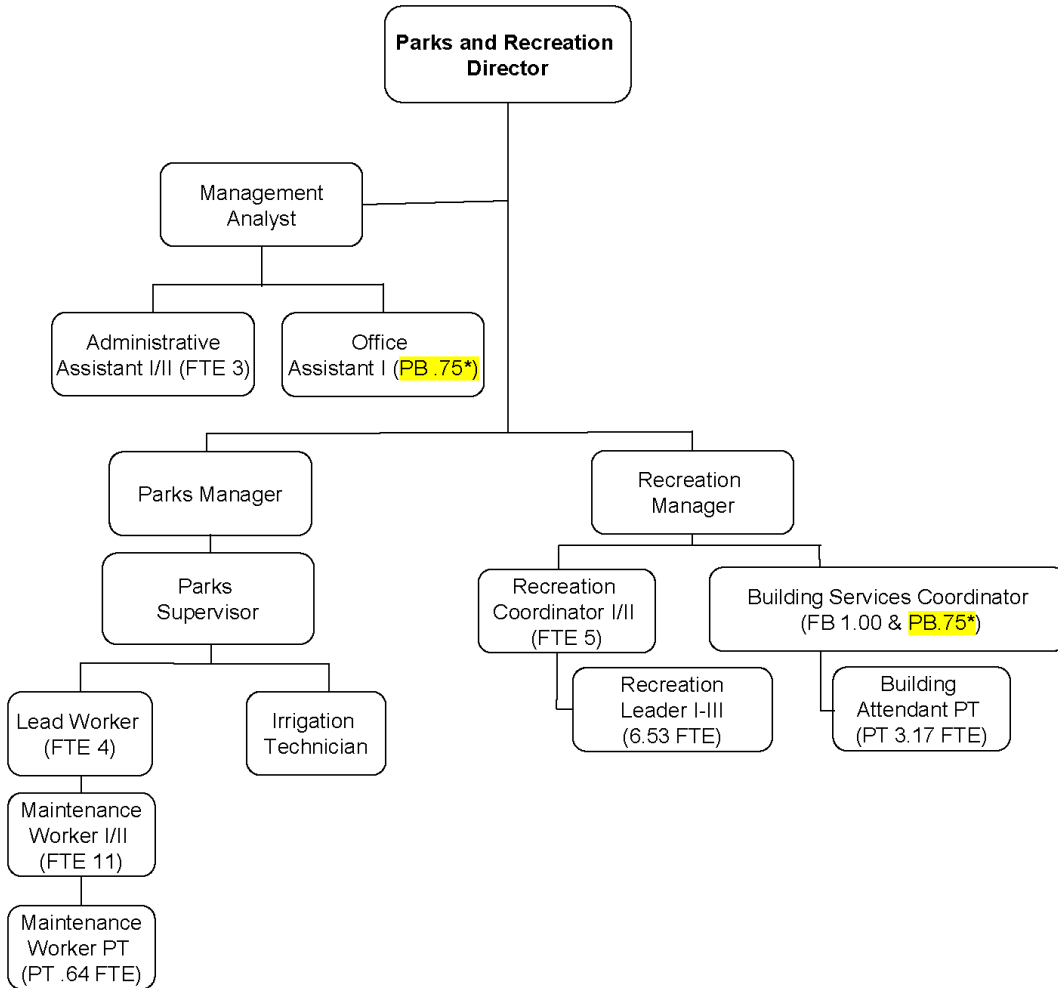
- Building Services Coordinator 30-hour part-time benefited position will remain vacant and unfilled during the two-year closure of the Recreation Center. The department intends to fill this vital position after the building is completed.
- Office Assistant 30-hour part-time benefited position will remain vacant and unfilled during the two-year closure of the Recreation Center. The department intends to fill this vital position after the building is completed.
- Exception request made to increase budget for Youth Contract Class contract services due to expanded afterschool enrichment offerings.
- Exception request made to increase budget for staff training that was put on hold due to COVID-19 pandemic.
- Exception request made to increase budget for Youth Contract services due to expanded afterschool enrichment offerings.
- Exception request made for a pilot Utility Art Box program.
- Exception request to increase part-time hourly budget for Youth Camps and Teen Programs due to heightened demand for camp and teen programming
- Exception request to decrease part-time hourly budget for Facility Operations due to two-year construction period of the Recreation Center Rebuild Project necessitating a reduction in building attendant hours due to the facility's unavailability.

### **Parks Division**

- Exception request to increase Canadian goose control funds.
- Exception request to increase funds for maintenance worker training.
- Exception request to increase funds for maintenance supplies due to inflation.
- Exception request to increase funds for gas and electric utilities due to inflation.
- Exception request to increase funds for contract services due to new levee landscape maintenance and increase in median and easement contracts.
- Exception request to increase funds for industry-specific organizations and certifying associations.



**Parks and Recreation  
Department FY 2024/2025**



\*The part-time benefitted Office Assistant and Building Services Coordinator 30-hour positions will remain vacant and unfilled during the two-year closure of the Recreation Center.

**DEPARTMENT SUMMARY BY DIVISION**

**City of Foster City, California**

**PARKS & RECREATION**

**GENERAL FUND**

Annual Budget Appropriation for Fiscal Year

	2023-24		2024-25
	APPROVED	PROJECTED	REQUESTED
REC ADMINISTRATION	\$1,586,559	\$1,596,573	\$1,759,872
PARKS MAINTENANCE	\$6,323,415	\$6,527,156	\$6,447,275
Subtotal - City General Fund Divisions	\$7,909,974	\$8,123,729	\$8,207,147
ADULT CONTRACT CLASSES	\$272,978	\$275,677	\$179,553
ADULTS SPORTS	\$39,958	\$39,958	\$153,683
ADVERTISING	\$65,086	\$65,086	\$63,080
FACILITY OPERATIONS	\$1,037,874	\$1,044,764	\$888,390
SENIORS / VOLUNTEERS	\$257,982	\$262,323	\$295,773
SPECIAL EVENTS	\$146,992	\$152,492	\$143,346
TEEN PROGRAMS	\$426,420	\$431,112	\$416,174
YOUTH CAMPS	\$430,668	\$563,849	\$522,761
YOUTH CONTRACT CLASSES	\$424,312	\$422,011	\$485,021
Subtotal - Special Recreation Fund	\$3,102,270	\$3,257,272	\$3,147,781
<b>TOTAL FOR PARKS &amp; RECREATION</b>	<b>\$11,012,244</b>	<b>\$11,381,001</b>	<b>\$11,354,928</b>

EXPENDITURES BY CATEGORY:	2023-24		2024-25
	APPROVED	PROJECTED	REQUESTED
EMPLOYEE SERVICES	\$6,103,644	\$6,224,858	\$6,431,285
SERVICES AND SUPPLIES	\$2,772,552	\$3,018,183	\$2,731,736
CAPITAL OUTLAY	\$40,000	\$40,000	\$0
Subtotal (Total Department-Controlled Expenses)	\$8,916,196	\$9,283,041	\$9,163,021
INTERNAL SERVICES	\$2,096,048	\$2,097,960	\$2,191,907
Subtotal (Total Department Expenses before Reallocations)	\$11,012,244	\$11,381,001	\$11,354,928
REALLOCATIONS	\$0	\$0	\$0
<b>TOTAL FOR PARKS &amp; RECREATION</b>	<b>\$11,012,244</b>	<b>\$11,381,001</b>	<b>\$11,354,928</b>

**Staffing (Full Time Equivalents)**

<b>Full Time Position</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>
Parks & Recreation Director	1.00	1.00	1.00
Parks Manager	1.00	1.00	1.00
Recreation Manager	1.00	1.00	1.00
Management Analyst	1.00	1.00	1.00
Management Coordinator	0.00	0.00	0.00
Recreation Coordinator I/II*	4.00	5.00	5.00
Parks Supervisor	0.00	1.00	1.00
Parks Maintenance Lead Worker	4.00	4.00	4.00
Parks Irrigation Technician	1.00	1.00	1.00
Parks Maintenance Worker I/II	11.00	11.00	11.00
Sr. Management Analyst	0.00	0.00	0.00
Administration Assistant I/II	3.00	3.00	3.00
Building Services Coordinator*	1.00	1.00	1.00
<b>Total Full Time Positions</b>	<b>28.00</b>	<b>30.00</b>	<b>30.00</b>
<b>Part Time with Benefits Position</b>			
Recreation Leader III	0.75	0.00	0.00
Office Assistant I/II	0.75	0.75	0.00
Building Services Coordinator	0.75	0.75	0.00
<b>Total Part Time with Benefits Positions</b>	<b>2.25</b>	<b>1.50</b>	<b>0.00</b>
<b>Part Time without Benefits Position</b>			
Recreation Leader I			
Recreation Leader II	5.20	5.20	6.53
Recreation Leader III			
Building Service Assistant (10)	3.32	3.32	3.17
Park Maintenance Worker (3)	0.64	0.64	0.64
<b>Total Part Time with Benefits Position</b>	<b>9.16</b>	<b>9.16</b>	<b>10.34</b>
<b>Total Full Time Equivalents</b>	<b>39.41</b>	<b>40.66</b>	<b>40.34</b>

**Note:**

Part Time with Benefits Position (Office Assistant I/II & Building Service Coordinator) are not filled for FY 24-25 during to Recreation Center Construction. Partial savings from these positions are being used to fund additional Recreation Leader positions.

**DETAIL LINE ITEM: 001-0510 Parks & Recreation - Recreation Administration Expense**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$1,586,559</b>	<b>\$1,759,872</b>	<b>\$173,313</b>	
<b>Totals Employee Services</b>		<b>\$971,667</b>	<b>\$1,062,231</b>	<b>\$90,564</b>	
001-0510-451-41-10	PERMANENT SALARIES	\$617,553	\$653,944	\$36,391	
001-0510-451-41-21	PERS RETIREMENT	\$69,518	\$71,934	\$2,416	
001-0510-451-41-35	FLEX ALLOWANCE	\$99,198	\$112,811	\$13,613	
001-0510-451-41-36	WORKERS COMPENSATION	\$14,198	\$27,454	\$13,256	
001-0510-451-41-39	OTHER FRINGE BENEFITS	\$32,256	\$33,618	\$1,362	
001-0510-451-41-61	EMPLOYEE BENEFIT-PERS UAL	\$138,944	\$162,470	\$23,526	
<b>Totals Internal Services</b>		<b>\$1,324,677</b>	<b>\$1,323,215</b>	<b>(\$1,462)</b>	
001-0510-451-41-40	COMPENSATED ABSENCES	\$16,436	\$0	(\$16,436)	
001-0510-451-41-53	LONGEVITY	\$5,550	\$5,550	\$0	
001-0510-451-41-54	PEMHCA	\$7,296	\$7,680	\$384	
001-0510-451-42-44	VEHICLE RENTAL CHARGES	\$60,283	\$60,283	\$0	
001-0510-451-42-56	EQUIP REPLACEMENT CHARGES	\$0	\$38,140	\$38,140	
001-0510-451-42-57	COMM & INFO SERVICES CHGS	\$86,736	\$91,967	\$5,231	
001-0510-451-42-69	BUILDING MAINTENANCE CHG	\$1,148,376	\$1,119,595	(\$28,781)	
<b>Totals Services and Supplies</b>		<b>\$86,258</b>	<b>\$33,863</b>	<b>(\$52,395)</b>	
001-0510-451-42-41	COPY EXPENSE	\$104	\$100	(\$4)	
001-0510-451-42-42	POSTAGE EXPENSE	\$1,212	\$500	(\$712)	
001-0510-451-42-43	GENERAL OFFICE SUPPLIES	\$12,484	\$10,000	(\$2,484)	1
001-0510-451-42-46	MAINT-FACILITY & EQUIP	\$6,695	\$4,000	(\$2,695)	
001-0510-451-42-46	SUPPLIES & EQUIPMENT	\$6,695	\$4,000	(\$2,695)	
001-0510-451-42-46	BUDGET BALANCING STRATEGY TOOLBOX 2020-09	(\$3,570)	(\$3,570)	\$0	
001-0510-451-42-46	YOUTH SUMMIT / YOUTH LEADERSHIP	\$3,570	\$3,570	\$0	
001-0510-451-42-49	ADVERTISING/PUBLICITY	\$5,202	\$5,202	\$0	
001-0510-451-42-51	CONTRACT, PROF, SPEC SVCS	\$50,031	\$531	(\$49,500)	2
001-0510-451-42-51	MISCELLANEOUS SERVICES	\$531	\$531	\$0	
001-0510-451-42-51	ORG ASSESSMENT & REVIEW	\$49,500	\$0	(\$49,500)	
001-0510-451-42-53	MEMBERSHIP, DUES, SUBSCRIPT	\$3,775	\$3,775	\$0	
001-0510-451-42-53	CALIF. PARKS & RECREATION SOCIETY - AGENCY	\$600	\$600	\$0	
001-0510-451-42-53	CPRS STAFF MEMBERSHIP	\$1,275	\$1,275	\$0	
001-0510-451-42-53	LERN MEMBERSHIP	\$370	\$370	\$0	
001-0510-451-42-53	MATTERPORT SITE HOSTING	\$120	\$120	\$0	
001-0510-451-42-53	NATIONAL RECREATION & PARKS SOCIETY - AGENCY	\$800	\$800	\$0	
001-0510-451-42-53	NRPA NET	\$60	\$60	\$0	
001-0510-451-42-53	OTHER MEMBERSHIPS, DUES, SUBSCRIPTION	\$550	\$550	\$0	
001-0510-451-42-54	TRAVEL, CONFERENCE, MEETING	\$5,955	\$5,955	\$0	
001-0510-451-42-54	CPRS REGIONAL - REC COORDINATORS (5)	\$5,150	\$5,150	\$0	
001-0510-451-42-54	NRPA - DIRECTOR	\$2,400	\$2,400	\$0	
001-0510-451-42-54	CA PARKS & REC TRAINING - MANAGER (1)	\$1,500	\$1,500	\$0	
001-0510-451-42-54	DEPARTMENT RETREAT & MEETINGS	\$1,200	\$1,200	\$0	
001-0510-451-42-54	GENERAL TRAVEL, CONFERENCE, MEETING	\$1,050	\$1,050	\$0	
001-0510-451-42-54	BUDGET BALANCING STRATEGY TOOLBOX 2020-09	(\$5,345)	(\$5,345)	\$0	
001-0510-451-42-55	TRAINING	\$800	\$3,800	\$3,000	3
<b>Totals Reallocation</b>		<b>(\$796,043)</b>	<b>(\$659,437)</b>	<b>\$136,606</b>	
001-0510-451-45-05	INDIRECT COST ALLOCATION	(\$796,043)	(\$659,437)	\$136,606	

**DETAIL LINE ITEM: 001-0520 Parks & Recreation - Parks Maintenance Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$6,323,415</b>	<b>\$6,447,275</b>	<b>\$123,860</b>	
<b>Totals Capital Outlay</b>		<b>\$40,000</b>	<b>\$0</b>	<b>(\$40,000)</b>	
001-0520-452-43-84	MOTOR VEHICLES	\$40,000	\$0	(\$40,000)	
<b>Totals Employee Services</b>		<b>\$3,527,711</b>	<b>\$3,667,913</b>	<b>\$140,202</b>	
001-0520-452-41-10	PERMANENT SALARIES	\$2,015,650	\$2,045,197	\$29,547	
001-0520-452-41-11	HOURLY & PART TIME SALARY	\$41,889	\$43,122	\$1,233	
001-0520-452-41-12	OVERTIME	\$76,700	\$79,000	\$2,300	
001-0520-452-41-21	PERS RETIREMENT	\$237,485	\$237,262	(\$223)	
001-0520-452-41-35	FLEX ALLOWANCE	\$536,261	\$554,046	\$17,785	
001-0520-452-41-36	WORKERS COMPENSATION	\$90,228	\$91,714	\$1,486	
001-0520-452-41-39	OTHER FRINGE BENEFITS	\$80,598	\$80,980	\$382	
001-0520-452-41-61	EMPLOYEE BENEFIT-PERS UAL	\$448,900	\$536,592	\$87,692	
<b>Totals Internal Services</b>		<b>\$753,086</b>	<b>\$847,723</b>	<b>\$94,637</b>	
001-0520-452-41-40	COMPENSATED ABSENCES	\$54,662	\$0	(\$54,662)	
001-0520-452-41-53	LONGEVITY	\$750	\$750	\$0	
001-0520-452-41-54	PEMHCA	\$21,888	\$24,960	\$3,072	
001-0520-452-42-44	VEHICLE RENTAL CHARGES	\$369,131	\$369,131	\$0	
001-0520-452-42-56	EQUIP REPLACEMENT CHARGES	\$0	\$140,248	\$140,248	
001-0520-452-42-57	COMM & INFO SERVICES CHGS	\$74,553	\$76,169	\$1,616	
001-0520-452-42-69	BUILDING MAINTENANCE CHG	\$232,102	\$236,465	\$4,363	
<b>Totals Services and Supplies</b>		<b>\$2,002,618</b>	<b>\$1,931,639</b>	<b>(\$70,979)</b>	
001-0520-452-42-40	SPECIAL DEPARTMENTAL SUP	\$6,800	\$6,800	\$0	
001-0520-452-42-41	COPY EXPENSE	\$2,200	\$2,200	\$0	
001-0520-452-42-42	POSTAGE EXPENSE	\$200	\$200	\$0	
001-0520-452-42-43	GENERAL OFFICE SUPPLIES	\$7,000	\$7,000	\$0	
001-0520-452-42-45	TOOLS & EQUIP(<5000@ITEM)	\$16,100	\$16,100	\$0	
001-0520-452-42-46	MAINT-FACILITY & EQUIP	\$373,861	\$426,861	\$53,000	4
001-0520-452-42-46	AGRICULTURE SUPPLIES - CHEMICALS & FERTILIZERS	\$79,260	\$79,260	\$0	
001-0520-452-42-46	DOG BAGS/SUPPLIES	\$7,255	\$7,255	\$0	
001-0520-452-42-46	ELECTRICAL SUPPLIES & REPAIRS	\$5,550	\$6,550	\$1,000	
001-0520-452-42-46	FOSTER CITY BLVD LANDSCAPING REFURBISHMENT	\$0	\$40,000	\$40,000	
001-0520-452-42-46	FENCING	\$12,556	\$12,556	\$0	
001-0520-452-42-46	HARDWARE & MISC. MATERIALS INCL. SIGNS	\$17,000	\$25,000	\$8,000	
001-0520-452-42-46	HOLIDAY DECORATIONS	\$3,200	\$3,200	\$0	
001-0520-452-42-46	IRRIGATION SUPPLIES & REPAIRS	\$47,850	\$48,850	\$1,000	
001-0520-452-42-46	JANITORIAL SUPPLIES FOR PARK RESTROOMS	\$53,374	\$53,374	\$0	
001-0520-452-42-46	LEVEE MAINTENANCE (Repairs, Erosion Control)	\$13,000	\$13,000	\$0	
001-0520-452-42-46	PAINT & CHALK - LINING FIELDS	\$3,770	\$3,770	\$0	
001-0520-452-42-46	PLANT MATERIALS REPLACEMENT/SEEDS/AMENDMENTS	\$34,144	\$34,144	\$0	
001-0520-452-42-46	PLAY EQUIPMENT MAINT. PARTS - NETS, GOAL REPAIRS	\$6,300	\$7,300	\$1,000	
001-0520-452-42-46	SAFETY EQUIPMENT - (Gloves, Coverings, etc.)	\$10,810	\$10,810	\$0	
001-0520-452-42-46	SEA CLOUD PARK MAINTENANCE SUPPLIES	\$16,284	\$17,284	\$1,000	
001-0520-452-42-46	SOIL/CONCRETE/BARK/PLAYGROUND	\$51,800	\$51,800	\$0	
001-0520-452-42-46	TRASH CONTAINER	\$3,500	\$3,500	\$0	
001-0520-452-42-46	TENNIS & BALLFIELD WINDSCREENS	\$3,100	\$3,100	\$0	
001-0520-452-42-46	VANDALISM REPAIR	\$15,100	\$16,100	\$1,000	
001-0520-452-42-46	BUDGET BALANCING STRATEGY TOOLBOX 2020-09	(\$3,162)	(\$3,162)	\$0	
001-0520-452-42-46	BUDGET BALANCING STRATEGY TOOLBOX 2020-09 - LEVEE RELATED	(\$6,830)	(\$6,830)	\$0	
001-0520-452-42-47	RENTS AND LEASES	\$7,752	\$10,353	\$2,601	

**DETAIL LINE ITEM: 001-0520 Parks & Recreation - Parks Maintenance Expenses (continued)**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
001-0520-452-42-48	UTILITIES & COMMUNICATION	\$948,000	\$805,000	(\$143,000)	
001-0520-452-42-48	METERS/WATER/WASTEWATER	\$897,000	\$747,000	(\$150,000)	
001-0520-452-42-48	COMMUNICATION EQUIPMENT (Pagers, Phones, Radios)	\$1,000	\$1,000	\$0	
001-0520-452-42-48	ELECTRICITY	\$50,000	\$57,000	\$7,000	
001-0520-452-42-51	CONTRACT, PROF, SPEC SVCS	\$618,900	\$631,820	\$12,920	
001-0520-452-42-51	CANADIAN GEESE CONTROL - DEPREDAION	\$50,000	\$75,000	\$25,000	
001-0520-452-42-51	CANADIAN GEESE CONTROL - PARKS	\$20,000	\$45,000	\$25,000	5
001-0520-452-42-51	ELECTRICAL SERVICES & LIGHTS MAINTENANCE	\$22,660	\$22,660	\$0	
001-0520-452-42-51	FENCE MAINTENANCE CONTRACT	\$4,080	\$2,000	(\$2,080)	
001-0520-452-42-51	IRRIGATION & PLUMBING SERVICES	\$10,300	\$10,300	\$0	
001-0520-452-42-51	MEDIAN & CUL-DE-SAC MAINTENANCE CONTRACT	\$219,100	\$223,400	\$4,300	6
001-0520-452-42-51	PARK LIGHTING INFRASTRUCTURE IMPROVEMENTS	\$15,000	\$15,000	\$0	
001-0520-452-42-51	PARKS LIGHTING - LED	\$10,000	\$5,000	(\$5,000)	
001-0520-452-42-51	PARKS MAINTENANCE CONTRACTUAL SERVICES	\$92,700	\$92,700	\$0	
001-0520-452-42-51	PLANTS/SUPPLIES FOR PARKS, CUL-DE-SACS AND MEDIANS	\$14,500	\$10,200	(\$4,300)	
001-0520-452-42-51	PLAYGROUND FENCING	\$45,000	\$15,000	(\$30,000)	
001-0520-452-42-51	SEMI-ANNUAL SYNTHETIC FIELD MAINTENANCE	\$31,000	\$31,000	\$0	
001-0520-452-42-51	TREE MAINTENANCE	\$94,760	\$94,760	\$0	
001-0520-452-42-51	BUDGET BALANCING STRATEGY TOOLBOX 2020-09	(\$10,200)	(\$10,200)	\$0	
001-0520-452-42-53	MEMBERSHIP, DUES, SUBSCRIPT	\$3,245	\$4,245	\$1,000	7
001-0520-452-42-54	TRAVEL, CONFERENCE, MEETING	\$1,000	\$1,000	\$0	
001-0520-452-42-55	TRAINING	\$17,560	\$20,060	\$2,500	
001-0520-452-42-55	CERT/TRAIN/RENEW-DMV, SWP, QAC/PCA, ISA, CPSI, BKFLOW	\$3,000	\$3,000	\$0	
001-0520-452-42-55	PARK MANAGER PROFESSIONAL TRAINING	\$2,500	\$2,500	\$0	
001-0520-452-42-55	MAINTENANCE WORKERS TRAINING	\$12,060	\$14,560	\$2,500	8

**DETAIL LINE ITEM: 003-0525 Parks & Recreation - Facility Operations Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$1,037,874</b>	<b>\$888,390</b>	<b>(\$149,484)</b>	
<b>Totals Employee Services</b>		<b>\$695,102</b>	<b>\$582,504</b>	<b>(\$112,598)</b>	
003-0525-451-41-10	PERMANENT SALARIES	\$199,467	\$246,744	\$47,277	
003-0525-451-41-11	HOURLY & PART TIME SALARY	\$267,891	\$135,110	(\$132,781)	9
003-0525-451-41-12	OVERTIME	\$3,400	\$3,843	\$443	
003-0525-451-41-21	PERS RETIREMENT	\$29,444	\$27,529	(\$1,915)	
003-0525-451-41-35	FLEX ALLOWANCE	\$98,648	\$51,069	(\$47,579)	
003-0525-451-41-36	WORKERS COMPENSATION	\$14,447	\$20,938	\$6,491	
003-0525-451-41-39	OTHER FRINGE BENEFITS	\$9,567	\$8,531	(\$1,036)	
003-0525-451-41-61	EMPLOYEE BENEFIT-PERS UAL	\$72,238	\$88,740	\$16,502	
<b>Totals Internal Services</b>		<b>\$6,969</b>	<b>\$20,969</b>	<b>\$14,000</b>	
003-0525-451-41-40	COMPENSATED ABSENCES	\$6,969	\$0	(\$6,969)	
003-0525-451-41-54	PEMHCA	\$0	\$1,920	\$1,920	
003-0525-451-42-56	EQUIP REPLACEMENT CHARGES	\$0	\$19,049	\$19,049	
<b>Totals Services and Supplies</b>		<b>\$69,287</b>	<b>\$64,300</b>	<b>(\$4,987)</b>	
003-0525-451-42-42	POSTAGE EXPENSE	\$100	\$100	\$0	
003-0525-451-42-43	GENERAL OFFICE SUPPLIES	\$8,487	\$5,000	(\$3,487)	10
003-0525-451-42-46	MAINT-FACILITY & EQUIP	\$57,000	\$57,000	\$0	
003-0525-451-42-51	CONTRACT, PROF, SPEC SVCS	\$2,500	\$1,000	(\$1,500)	
003-0525-451-42-65	MISC EXPENSE	\$1,200	\$1,200	\$0	
<b>Totals Reallocation</b>		<b>\$266,516</b>	<b>\$220,617</b>	<b>(\$45,899)</b>	
003-0525-451-42-63	ALLOCATION OF OVERHEAD	\$266,516	\$220,617	(\$45,899)	

**DETAIL LINE ITEM: 003-0530 Parks & Recreation - Adult Sports Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$39,958</b>	<b>\$153,683</b>	<b>\$113,725</b>	
<b>Totals Employee Services</b>		<b>\$9,018</b>	<b>\$125,155</b>	<b>\$116,137</b>	
003-0530-451-41-10	PERMANENT SALARIES	\$0	\$79,585	\$79,585	11
003-0530-451-41-11	HOURLY & PART TIME SALARY	\$8,517	\$8,524	\$7	
003-0530-451-41-12	OVERTIME	\$0	\$793	\$793	
003-0530-451-41-21	PERS RETIREMENT	\$0	\$8,718	\$8,718	
003-0530-451-41-35	FLEX ALLOWANCE	\$0	\$24,625	\$24,625	
003-0530-451-41-36	WORKERS COMPENSATION	\$378	\$787	\$409	
003-0530-451-41-39	OTHER FRINGE BENEFITS	\$123	\$2,123	\$2,000	
003-0530-451-41-40	COMPENSATED ABSENCES	\$0	\$0	\$0	
<b>Totals Services and Supplies</b>		<b>\$20,034</b>	<b>\$20,034</b>	<b>\$0</b>	
003-0530-451-42-43	GENERAL OFFICE SUPPLIES	\$20,034	\$20,034	\$0	
003-0530-451-42-43	EXPANSION OF PICKLEBALL AND BOCCE, ADULT SOFTBALL	\$37,374	\$37,374	\$0	
003-0530-451-42-43	BUDGET BALANCING STRATEGY TOOLBOX 2020-09	(\$17,340)	(\$17,340)	\$0	
<b>Totals Reallocation</b>		<b>\$10,906</b>	<b>\$8,494</b>	<b>(\$2,412)</b>	
003-0530-451-42-63	ALLOCATION OF OVERHEAD	\$10,906	\$8,494	(\$2,412)	

**DETAIL LINE ITEM: 003-0534 Parks & Recreation - Youth Camps Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$430,668</b>	<b>\$522,761</b>	<b>\$92,093</b>	
<b>Totals Employee Services</b>		<b>\$271,219</b>	<b>\$326,091</b>	<b>\$54,872</b>	
003-0534-451-41-10	PERMANENT SALARIES	\$92,339	\$107,740	\$15,401	
003-0534-451-41-11	HOURLY & PART TIME SALARY	\$127,750	\$169,711	\$41,961	12
003-0534-451-41-21	PERS RETIREMENT	\$10,268	\$11,699	\$1,431	
003-0534-451-41-35	FLEX ALLOWANCE	\$30,876	\$20,258	(\$10,618)	
003-0534-451-41-36	WORKERS COMPENSATION	\$5,708	\$11,503	\$5,795	
003-0534-451-41-39	OTHER FRINGE BENEFITS	\$4,278	\$5,180	\$902	
<b>Totals Internal Services</b>		<b>\$2,530</b>	<b>\$0</b>	<b>(\$2,530)</b>	
003-0534-451-41-40	COMPENSATED ABSENCES	\$2,530	\$0	(\$2,530)	
<b>Totals Services and Supplies</b>		<b>\$75,325</b>	<b>\$105,125</b>	<b>\$29,800</b>	
003-0534-451-42-43	GENERAL OFFICE SUPPLIES	\$12,125	\$12,125	\$0	
003-0534-451-42-51	CONTRACT, PROF, SPEC SVCS	\$63,200	\$93,000	\$29,800	13
003-0534-451-42-51	Contractual Services	\$88,496	\$118,296	\$29,800	
003-0534-451-42-51	BUDGET BALANCING STRATEGY TOOLBOX 2020-09	(\$25,296)	(\$25,296)	\$0	
<b>Totals Reallocation</b>		<b>\$81,594</b>	<b>\$91,545</b>	<b>\$9,951</b>	
003-0534-451-42-63	ALLOCATION OF OVERHEAD	\$81,594	\$91,545	\$9,951	

**DETAIL LINE ITEM: 003-0535 Parks & Recreation - Adult Contracts Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$272,978</b>	<b>\$179,553</b>	<b>(\$93,425)</b>	
<b>Totals Employee Services</b>		<b>\$93,778</b>	<b>\$76,427</b>	<b>(\$17,351)</b>	
003-0535-451-41-10	PERMANENT SALARIES	\$53,446	\$45,335	(\$8,111)	
003-0535-451-41-12	OVERTIME	\$275	\$515	\$240	
003-0535-451-41-21	PERS RETIREMENT	\$5,974	\$4,989	(\$985)	
003-0535-451-41-35	FLEX ALLOWANCE	\$15,438	\$5,525	(\$9,913)	
003-0535-451-41-36	WORKERS COMPENSATION	\$2,533	\$2,262	(\$271)	
003-0535-451-41-39	OTHER FRINGE BENEFITS	\$1,371	\$1,113	(\$258)	
003-0535-451-41-61	EMPLOYEE BENEFIT-PERS UAL	\$14,741	\$16,688	\$1,947	
<b>Totals Internal Services</b>		<b>\$1,464</b>	<b>\$0</b>	<b>(\$1,464)</b>	
003-0535-451-41-40	COMPENSATED ABSENCES	\$1,464	\$0	(\$1,464)	
<b>Totals Services and Supplies</b>		<b>\$104,500</b>	<b>\$45,100</b>	<b>(\$59,400)</b>	
003-0535-451-42-43	GENERAL OFFICE SUPPLIES	\$2,000	\$2,000	\$0	
003-0535-451-42-46	MAINT-FACILITY & EQUIP	\$500	\$500	\$0	
003-0535-451-42-51	CONTRACT, PROF, SPEC SVCS	\$102,000	\$42,600	(\$59,400)	14
<b>Totals Reallocation</b>		<b>\$73,236</b>	<b>\$58,026</b>	<b>(\$15,210)</b>	
003-0535-451-42-63	ALLOCATION OF OVERHEAD	\$73,236	\$58,026	(\$15,210)	

**DETAIL LINE ITEM: 003-0537 Parks & Recreation - Special Events Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$146,992</b>	<b>\$143,346</b>	<b>(\$3,646)</b>	
<b>Totals Services and Supplies</b>		<b>\$109,100</b>	<b>\$112,100</b>	<b>\$3,000</b>	
003-0537-451-42-42	POSTAGE EXPENSE	\$100	\$100	\$0	
003-0537-451-42-43	GENERAL OFFICE SUPPLIES	\$10,000	\$13,000	\$3,000	15
003-0537-451-42-49	ADVERTISING/PUBLICITY	\$2,000	\$2,000	\$0	
003-0537-451-42-51	CONTRACT, PROF, SPEC SVCS	\$97,000	\$97,000	\$0	
003-0537-451-42-51	CONTRACTUAL SERVICES	\$28,000	\$28,000	\$0	
003-0537-451-42-51	SUMMER DAY EVENT	\$69,000	\$69,000	\$0	
<b>Totals Reallocation</b>		<b>\$37,892</b>	<b>\$31,246</b>	<b>(\$6,646)</b>	
003-0537-451-42-63	ALLOCATION OF OVERHEAD	\$37,892	\$31,246	(\$6,646)	



**DETAIL LINE ITEM: 003-0538 Parks & Recreation - Youth Contract Classes Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$424,312</b>	<b>\$485,021</b>	<b>\$60,709</b>	
<b>Totals Employee Services</b>		<b>\$93,778</b>	<b>\$75,297</b>	<b>(\$18,481)</b>	
003-0538-451-41-10	PERMANENT SALARIES	\$53,446	\$45,336	(\$8,110)	16
003-0538-451-41-12	OVERTIME	\$275	\$516	\$241	
003-0538-451-41-21	PERS RETIREMENT	\$5,974	\$4,988	(\$986)	
003-0538-451-41-35	FLEX ALLOWANCE	\$15,438	\$5,526	(\$9,912)	
003-0538-451-41-36	WORKERS COMPENSATION	\$2,533	\$1,131	(\$1,402)	
003-0538-451-41-39	OTHER FRINGE BENEFITS	\$1,371	\$1,112	(\$259)	
003-0538-451-41-61	EMPLOYEE BENEFIT-PERS UAL	\$14,741	\$16,688	\$1,947	
<b>Totals Internal Services</b>		<b>\$1,464</b>	<b>\$0</b>	<b>(\$1,464)</b>	
003-0538-451-41-40	COMPENSATED ABSENCES	\$1,464	\$0	(\$1,464)	
<b>Totals Services and Supplies</b>		<b>\$213,485</b>	<b>\$319,530</b>	<b>\$106,045</b>	
003-0538-451-42-43	GENERAL OFFICE SUPPLIES	\$1,485	\$1,530	\$45	
003-0538-451-42-51	CONTRACT, PROF, SPEC SVCS	\$212,000	\$318,000	\$106,000	17
<b>Totals Reallocation</b>		<b>\$115,585</b>	<b>\$90,194</b>	<b>(\$25,391)</b>	
003-0538-451-42-63	ALLOCATION OF OVERHEAD	\$115,585	\$90,194	(\$25,391)	

**DETAIL LINE ITEM: 003-0539 Parks & Recreation - Advertising Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$65,086</b>	<b>\$63,080</b>	<b>(\$2,006)</b>	
<b>Totals Services and Supplies</b>		<b>\$49,245</b>	<b>\$49,245</b>	<b>\$0</b>	
003-0539-451-42-42	POSTAGE EXPENSE	\$11,600	\$11,600	\$0	
003-0539-451-42-43	GENERAL OFFICE SUPPLIES	\$515	\$515	\$0	
003-0539-451-42-51	CONTRACT, PROF, SPEC SVCS	\$37,130	\$37,130	\$0	
<b>Totals Reallocation</b>		<b>\$15,841</b>	<b>\$13,835</b>	<b>(\$2,006)</b>	
003-0539-451-42-63	ALLOCATION OF OVERHEAD	\$15,841	\$13,835	(\$2,006)	

**DETAIL LINE ITEM: 003-0540 Parks & Recreation - Senior/Volunteers Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$257,982</b>	<b>\$295,773</b>	<b>\$37,791</b>	
<b>Totals Employee Services</b>		<b>\$168,930</b>	<b>\$228,635</b>	<b>\$59,705</b>	
003-0540-451-41-10	PERMANENT SALARIES	\$106,893	\$136,005	\$29,112	
003-0540-451-41-12	OVERTIME	\$800	\$257	(\$543)	
003-0540-451-41-21	PERS RETIREMENT	\$11,975	\$15,392	\$3,417	
003-0540-451-41-35	FLEX ALLOWANCE	\$12,060	\$37,940	\$25,880	
003-0540-451-41-36	WORKERS COMPENSATION	\$5,046	\$2,625	(\$2,421)	
003-0540-451-41-39	OTHER FRINGE BENEFITS	\$2,674	\$3,392	\$718	
003-0540-451-41-61	EMPLOYEE BENEFIT-PERS UAL	\$29,482	\$33,024	\$3,542	
<b>Totals Internal Services</b>		<b>\$2,929</b>	<b>\$0</b>	<b>(\$2,929)</b>	
003-0540-451-41-40	COMPENSATED ABSENCES	\$2,929	\$0	(\$2,929)	

**DETAIL LINE ITEM: 003-0540 Parks & Recreation - Senior/Volunteers Expenses (Continued)**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals Services and Supplies</b>		<b>\$14,400</b>	<b>\$12,300</b>	<b>(\$2,100)</b>	
003-0540-451-42-42	POSTAGE EXPENSE	\$200	\$100	(\$100)	
003-0540-451-42-43	GENERAL OFFICE SUPPLIES	\$8,000	\$4,000	(\$4,000)	
003-0540-451-42-43	SENIOR PROGRAMS TRIPS & TOURS	\$6,500	\$3,000	(\$3,500)	
003-0540-451-42-43	SUPPLIES	\$1,500	\$1,000	(\$500)	
003-0540-451-42-49	ADVERTISING/PUBLICITY	\$100	\$100	\$0	
003-0540-451-42-51	CONTRACT, PROF, SPEC SVCS	\$6,100	\$8,100	\$2,000	
003-0534-451-42-51	TRIP & TRANSPORTATION	\$9,976	\$11,976	\$2,000	
003-0540-451-42-51	BUDGET BALANCING STRATEGY TOOLBOX 2020-09	(\$3,876)	(\$3,876)	\$0	
<b>Totals Reallocation</b>		<b>\$71,723</b>	<b>\$54,838</b>	<b>(\$16,885)</b>	
003-0540-451-42-63	ALLOCATION OF OVERHEAD	\$71,723	\$54,838	(\$16,885)	

**DETAIL LINE ITEM: 003-0541 Parks & Recreation - Teen Programs Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$426,420</b>	<b>\$416,174</b>	<b>(\$10,246)</b>	
<b>Totals Employee Services</b>		<b>\$272,441</b>	<b>\$287,032</b>	<b>\$14,591</b>	
003-0541-451-41-10	PERMANENT SALARIES	\$106,893	\$106,142	(\$751)	
003-0541-451-41-11	HOURLY & PART TIME SALARY	\$91,488	\$114,818	\$23,330	
003-0541-451-41-12	OVERTIME	\$1,000	\$0	(\$1,000)	
003-0541-451-41-21	PERS RETIREMENT	\$12,537	\$11,185	(\$1,352)	
003-0541-451-41-35	FLEX ALLOWANCE	\$17,856	\$20,258	\$2,402	
003-0541-451-41-36	WORKERS COMPENSATION	\$9,110	\$9,694	\$584	
003-0541-451-41-39	OTHER FRINGE BENEFITS	\$4,075	\$4,361	\$286	
003-0541-451-41-61	EMPLOYEE BENEFIT-PERS UAL	\$29,482	\$20,574	(\$8,908)	
<b>Totals Internal Services</b>		<b>\$2,929</b>	<b>\$0</b>	<b>(\$2,929)</b>	
003-0541-451-41-40	COMPENSATED ABSENCES	\$2,929	\$0	(\$2,929)	
<b>Totals Services and Supplies</b>		<b>\$28,300</b>	<b>\$38,500</b>	<b>\$10,200</b>	
003-0541-451-42-43	GENERAL OFFICE SUPPLIES	\$8,000	\$8,000	\$0	
003-0541-451-42-49	ADVERTISING/PUBLICITY	\$300	\$500	\$200	
003-0541-451-42-51	CONTRACT, PROF, SPEC SVCS	\$20,000	\$30,000	\$10,000	
003-0541-451-42-51	SUMMER CAMP - FIELD TRIPS & BUS TRANSPORTATION	\$17,000	\$27,000	\$10,000	
003-0541-451-42-51	TEEN PROGRAMS	\$2,000	\$2,000	\$0	
003-0541-451-42-51	MIDDLE SCHOOL DANCES (NET \$1,000)	\$1,000	\$1,000	\$0	
<b>Totals Reallocation</b>		<b>\$122,750</b>	<b>\$90,642</b>	<b>(\$32,108)</b>	
003-0541-451-42-63	ALLOCATION OF OVERHEAD	\$122,750	\$90,642	(\$32,108)	

**Detailed Analysis:**

- Note 1 Reduced due to closure of Rec Center.
- Note 2 Exception request for organization assessment & review not completed this year.
- Note 3 Exception request \$3,000 for training that was on hold during Covid19, and for 3 new employees (2 Recreation Coordinator & 1 Rec Admin). Includes CPRS, LERN and other industry specific training, as well as software
- Note 4 Exception request \$13,000: Parks Maint has seen increased costs for all supplies due to inflation. Included is \$8,000 cost to replace old sign at Farragut with concrete sign consistent with other parks.

- Note 5 Exception request to implement Canadian Goose management strategies. Adequate funding is crucial to facilitate the implementation of new methods or technologies recommended in the management plan particularly those related to habitat modification for deterring geese.
- Note 6 Exception request \$25,000: Increase in funding account for costs associated w/ new levee landscaping maintenance as well as annual 2% increase in median and easement contracts.
- Note 7 Exception request \$1,000: Staff is continuing to pursue additional training and certifications which will increase the need for additional funding to maintain memberships to industry specific organizations and certifying associations.
- Note 8 Exception request \$2,500: Increase funds for training for maintenance workers including Class B driver training, CPRS management school along with additional training that become available.
- Note 9 Part Time Benefited positions for (.75) Building Services Coordinator and (.75) Office Services Assistant unfunded for FY 24/25 and FY 25/26 due to Rec Center closure.
- Note 10 Decrease supplies budget due to closure of Rec Center and reduced need.
- Note 11 A full time coordinator was assigned to this program when the Youth Camps full time position was filled.
- Note 12 Transfer \$45,000 from account 003-0525-451-4111 (Special Rec/Facility Ops/Hourly Part-time salary) to address the heightened demand for camp and youth programming.
- Note 13 Increase in the bus and field trip costs for youth camps. Staff requested a supplemental appropriation to cover these costs in FY 24/25.
- Note 14 Reduction in contract service fees due to closure of Rec Center and loss of Adult Ceramics instructor payments. Can this amount be transferred to Youth Camps Contract (003-0534-4251) to eliminate the exception request.
- Note 15 Pilot Utility Art Box program - Existing funds from arts & culture foundation will be utilized but supplemental amount needed to cover remaining costs.
- Note 16 The salary for the Recreation Coordinator assigned to this program is now split between Adult Contract, Youth Contract, & Senior Programs (40/40/20). This budget should increase to reflect the change.
- Note 17 Exception request to \$97,900 for instructor-related costs due to expanding the enrichment program (reduced from original request of \$106,000 due to \$8100 available due to no ceramics)Staff requested a supplemental appropriation to cover these costs in FY 23/24. Funds previously in Youth Camps for enrichment (\$19,200) were transferred here.

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# POLICE DEPARTMENT



*Excellent Service – Every Call – Every Contact- Every Day*

## **DEPARTMENT DESCRIPTION**

The Police Department is comprised of two primary divisions working together in support of our mission of maintaining the highest quality of life for those who live, work, and play in Foster City.

- The **Field Operations Division** includes all uniformed personnel who patrol the streets and respond to crimes and the wide variety of additional calls for service we receive. Included in this division is Patrol, Traffic, S.W.A.T., Community Service Officers, and Reserve Officers.
- The **Administrative Services Division** is comprised of sworn and non-sworn assignments based out of the police station. These assignments include the Detective Bureau, Community Engagement, Recruitment & Hiring, Policy & Procedure, Crime Prevention, Property & Evidence, Dispatch Communications, Records Bureau, Emergency Service Volunteers, and Police Explorers.

## **MISSION STATEMENT**

We, the members of the Foster City Police Department, are dedicated to providing a professional level of public service, ensuring personal safety and the protection of property, with the continuous goal of enhancing the quality of life in our community.

## **CHANGES IN RESOURCES & FUNDING**

The Department's authorized staffing levels are proposed to be 39 Police Officers, three Senior Community Service Officers, seven Dispatchers, four records staff, one Management Analyst and one Administrative Assistant II, totaling 55 staff members.

Continued efforts will be made to adjust staffing responsibilities, schedules, and assignments to maintain or increase efficiency, productivity, and the Department's level of service whenever possible. The Department is currently down several Police Officer positions and one dispatcher. Recruitment & retention will be a major focus in the coming year.

We will provide equitable services for all community members as we conduct proactive traffic education and enforcement activities as well as proactive crime mitigation strategies.

Two budget items that have traditionally been funded by the state and are anticipated to again be funded this FY are the COPS Grant and Booking Fees.

### **Employee Services**

- SLESF/COPS Grant Funding – In previous years, the City received \$100,000 from the State of California under the Citizens Option for Public Safety (COPS) program, a Special Revenue Fund. Funding received from the COPS program is used to reduce General Fund Police Department salaries via a reallocation to the SLESF/COPS Special Revenue Fund 108 expenditures. The City is projecting to receive this State funding of \$100,000 for FY 2024-25.

### **Services and Supplies**

- Booking Fees – Most charges for booking suspects into County Jail are billed by the County directly to the State. Bookings that are ineligible for State funding may be charged back to the City. We anticipate receiving this State funding, and with the reduced number of crimes that qualify for booking at county jail, we have not allotted any funds for booking fees in 2024-25. If the current billing for booking offenders at the County Jail is reinstated, we will need to request funding to continue any bookings that may be required.

### **Exception Requests for FY 2024-25**

#### Reclassify one Senior Community Service Officer position to Administrative Assistant II

FPCPD is requesting to reclassify one Senior Community Services Officer to Administrative Assistant II. This reclassification will increase the salary from Senior Community Service Officer, step 5, to Administrative Assistant II, step 5. The salary increase will be an additional \$11,381.35 per year at minimum.

#### Pre-Employment Exams

FPCPD anticipates the continuous recruitment for police officer, and dispatcher positions. The recommended increase of \$5,000 also includes anticipated cost increases of the polygraph, background investigation, and psychological evaluations.

#### California Peace Officer Association/Fraternal Order of Police/LDF

FPCPD recommends the increase of \$1,025 in Membership, Dues, Subscription due to a new membership level that will provide all department members with benefits of the California Peace Officer Association. This membership expands benefits to all sworn department members rather than solely management staff. This membership is more cost-effective than the previous membership.

#### Axon BWC/Car Cameras

FPCPD recommends funding \$80,000 for the lease of the Axon body-worn camera (BWC), car camera, cloud video storage, and video transfer system. Upgrading to the Axon system allows the police department to continue the highest level of accountability by upgrading to a system with enhanced capabilities.

#### Range/Firearm Program

Based on increased costs of ammunition, BOLA replacement cartridges, Taser cartridges, and other equipment, the FPCPD is requesting an increase of \$3,500. The cartridges for the BOLA device are used to qualify each officer once a year and to have cartridges available for the daily deployment of four devices. The amount also includes the purchase of Taser device cartridges. The cartridges are needed to

qualify twice a year and to issue two cartridges per officer during daily deployments. Additionally, the cost of handgun and rifle ammunition has increased.

#### Leather & Safety Equipment

Due to the continuous recruitment of police officers, CSO's, dispatchers, and explorers, the FCPD recommends the increase of \$1,500. The department anticipates the increase due to the amount of new employees needing equipment and the increased cost of leather and safety equipment.

#### Web Analytics

FCPD recommends the increase of \$2,000 for Web Analytics based on the need to renew an established agreement to use the investigative technology Clear Plus. The monthly costs of Clear Plus is \$456.19 per month.

#### Investigative Technology

Due to the increased costs for three investigative technologies: Cell Hawk, Forensic Logic, and Cellebrite, FCPD is requesting an increase of \$5,300.

#### Ballistic Vests Replacement

FCPD recommends an increase of \$2,000 to the Ballistic Vest Replacement line-item due to increased costs of each vest, and the number of vests that will need to be purchased in Fiscal Year 2024-25. Each new officer is provided a new vest for use during their shift, and it is mandatory to wear a vest. Additionally, the issuance of new and replacement vests is an agreed upon provision in the MOU. FCPD also receives reimbursement for this line item through the Patrick Leahy Bulletproof Vest Partnership Program.

#### Communications Center Equipment

Due to the continuous need to replace worn equipment used 24-hours a day by dispatcher employees and the increased cost of equipment, FCPD recommends an increase to the Communications Center Equipment line-item by \$1,000.

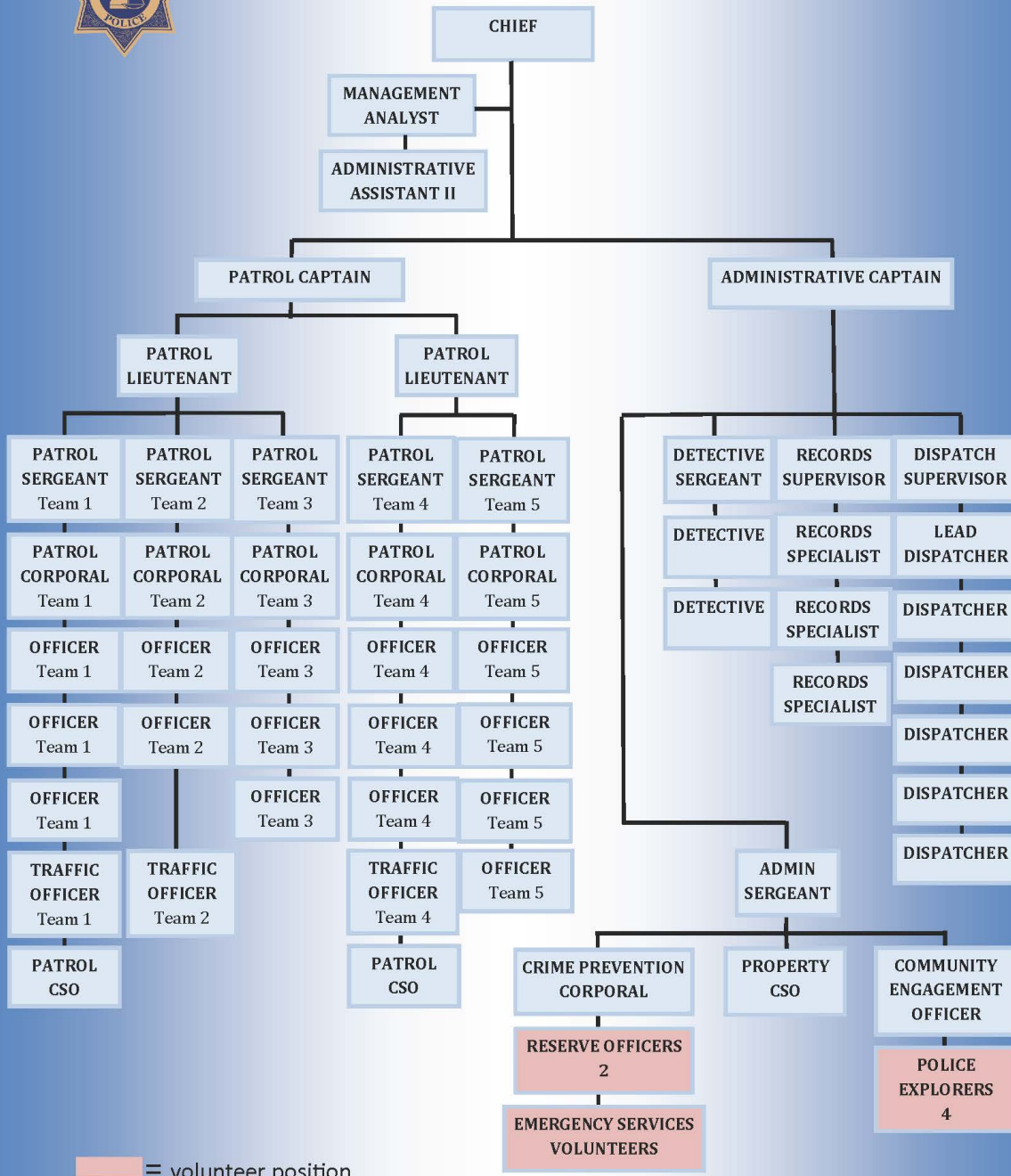
#### Corodata Document Storage Service

FCPD is requesting to add a line-item for Corodata document storage service at the cost of \$1,500 annually. The amount includes the cost for one year of storage. The one year of storage is for 350 boxes of records that currently take up valuable space within the department. The space now used to store the documents will be repurposed as needed office space.

# POLICE DEPARTMENT



## ORGANIZATIONAL CHART





**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
**POLICE**  
**GENERAL FUND**  
Annual Budget Appropriation for Fiscal Year

	<b>2023-24</b>		<b>2024-25</b>
	<b>APPROVED</b>	<b>PROJECTED</b>	<b>REQUESTED</b>
CHIEF'S OFFICE	\$923,668	\$922,518	\$1,181,128
FIELD OPERATIONS	\$9,499,472	\$9,558,751	\$10,463,132
ADMINISTRATION	\$7,263,520	\$7,304,420	\$6,902,755
CROSSING GUARDS	\$21,600	\$21,600	\$21,600
TRAINING	\$92,100	\$80,328	\$94,600
BSCAA PROP 47 GRANT	\$23,466	\$23,466	\$22,852
BSCC GRANT	\$20,000	\$20,000	\$40,000
DRUG ABUSE RESISTANCE EDUCATION (DARE)	\$38,366	\$38,366	\$38,366
ASSET SEIZURE	\$4,097	\$4,097	\$4,097
<b>TOTAL FOR POLICE</b>	<b>\$17,886,289</b>	<b>\$17,973,546</b>	<b>\$18,768,530</b>

<b>EXPENDITURES BY CATEGORY:</b>	<b>2023-24</b>		<b>2024-25</b>
	<b>APPROVED</b>	<b>PROJECTED</b>	<b>REQUESTED</b>
EMPLOYEE SERVICES	\$15,448,590	\$15,473,382	\$16,221,160
SERVICES AND SUPPLIES	\$547,341	\$609,323	\$688,395
CAPITAL OUTLAY	\$0	\$0	\$0
Subtotal (Total Department-Controlled Expenses)	\$15,995,931	\$16,082,705	\$16,909,555
INTERNAL SERVICES	\$1,890,358	\$1,890,841	\$1,858,975
Subtotal (Total Department Expenses before Reallocations)	\$17,886,289	\$17,973,546	\$18,768,530
REALLOCATIONS	\$0	\$0	\$0
<b>TOTAL FOR POLICE</b>	<b>\$17,886,289</b>	<b>\$17,973,546</b>	<b>\$18,768,530</b>

**Police Department  
Staffing (Full Time Equivalents)**

<b>Full Time Position</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>
Police Chief	1.00	1.00	1.00
Police Captain	2.00	2.00	2.00
Police Lieutenant	2.00	2.00	2.00
Police Sergeant	7.00	7.00	7.00
Police Corporal	6.00	6.00	6.00
Police Officer	21.00	21.00	21.00
Sr. Community Services Officer	4.00	4.00	3.00
Communications Supervisor	1.00	1.00	1.00
Records Supervisor	1.00	1.00	1.00
Lead Dispatcher	1.00	1.00	1.00
Police Dispatcher	5.00	5.00	5.00
Police Records Specialist	3.00	3.00	3.00
Management Analyst	1.00	1.00	1.00
Administrative Assistant *	0.00	0.00	1.00
<b>Total Full Time Positions</b>	<b>55.00</b>	<b>55.00</b>	<b>55.00</b>
<hr/>			
<b>Part Time without Benefits Position</b>			
Police Dispatcher (2)	0.5	0.5	0.5
<b>Total Part Time without Benefits Position</b>	<b>0.5</b>	<b>0.5</b>	<b>0.5</b>
<hr/>			
<b>Total Full Time Equivalents</b>	<b>55.5</b>	<b>55.5</b>	<b>55.5</b>

\*Upgrade one (1) Sr. Community Services Office to Administrative Assistant

**DETAIL LINE ITEM: 001-0610 Police - Chief's Office Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$923,668</b>	<b>\$1,181,128</b>	<b>\$257,460</b>	
<b>Totals Employee Services</b>		<b>\$839,793</b>	<b>\$1,101,968</b>	<b>\$262,175</b>	
001-0610-421-41-10	PERMANENT SALARIES	\$447,655	\$566,662	\$119,007	1
001-0610-421-41-21	PERS RETIREMENT	\$90,988	\$109,272	\$18,284	
001-0610-421-41-35	FLEX ALLOWANCE	\$64,560	\$91,426	\$26,866	
001-0610-421-41-36	WORKERS COMPENSATION	\$22,014	\$17,473	(\$4,541)	
001-0610-421-41-39	OTHER FRINGE BENEFITS	\$27,895	\$33,343	\$5,448	
001-0610-421-41-61	EMPLOYEE BENEFIT-PERS UAL	\$186,681	\$283,792	\$97,111	
<b>Totals Internal Services</b>		<b>\$57,298</b>	<b>\$46,052</b>	<b>(\$11,246)</b>	
001-0610-421-41-40	COMPENSATED ABSENCES	\$11,630	\$0	(\$11,630)	
001-0610-421-41-53	LONGEVITY	\$16,740	\$16,740	\$0	
001-0610-421-41-54	PEMHCA	\$7,296	\$7,680	\$384	
001-0610-421-42-44	VEHICLE RENTAL CHARGES	\$21,632	\$21,632	\$0	
<b>Totals Services and Supplies</b>		<b>\$26,577</b>	<b>\$33,108</b>	<b>\$6,531</b>	
001-0610-421-42-43	GENERAL OFFICE SUPPLIES	\$1,000	\$1,000	\$0	
001-0610-421-42-51	CONTRACT, PROF, SPEC SVCS	\$20,000	\$25,000	\$5,000	
001-0610-421-42-51	LEGAL SERVICES	\$4,000	\$4,000	\$0	
001-0610-421-42-51	PRE-EMPLOYMENT EXAMS	\$16,000	\$21,000	\$5,000	2
001-0610-421-42-53	MEMBERSHIP,DUES,SUBSCRIPT	\$2,277	\$3,808	\$1,531	
001-0610-421-42-53	CALIFORNIA POLICE CHIEFS' ASSOCIATION	\$462	\$730	\$268	
001-0610-421-42-53	CALIFORNIA POLICE OFFICERS' ASSOCIATION	\$125	\$1,150	\$1,025	3
001-0610-421-42-53	FRATERNAL ORDER OF POLICE / LDF	\$0	\$500	\$500	
001-0610-421-42-53	INTERNATIONAL POLICE CHIEFS' ASSOCIATION	\$190	\$228	\$38	
001-0610-421-42-53	SAN MATEO COUNTY CHIEFS OF POLICE	\$1,500	\$1,200	(\$300)	
001-0610-421-42-54	TRAVEL,CONFERENCE,MEETING	\$3,300	\$3,300	\$0	
001-0610-421-42-54	LOCAL MEETINGS AND TOLLS	\$625	\$1,300	\$675	
001-0610-421-42-54	SAN MATEO COUNTY POLICE CHIEFS' SEMINAR	\$2,675	\$2,000	(\$675)	

**DETAIL LINE ITEM: 001-0620 Police - Field Operations Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$9,499,472</b>	<b>\$10,463,132</b>	<b>\$963,660</b>	
<b>Totals Employee Services</b>		<b>\$8,826,209</b>	<b>\$9,783,521</b>	<b>\$957,312</b>	
001-0620-421-41-10	PERMANENT SALARIES	\$4,833,956	\$5,238,288	\$404,332	
001-0620-421-41-10	PERMANENT SALARIES	\$5,016,831	\$5,380,896	\$364,065	
001-0620-421-41-10	Reallocation to SLESF/COPS GRANT	(\$100,000)	(\$100,000)	\$0	
001-0620-421-41-10	BUDGET BALANCING STRATEGY TOOLBOX 2020-09-Allowance for Vacancy	(\$82,875)	(\$82,875)	\$0	
001-0620-421-41-12	OVERTIME	\$202,073	\$218,072	\$15,999	
001-0620-421-41-12	OVERTIME	\$244,086	\$259,860	\$15,774	
001-0620-421-41-12	BUDGET BALANCING STRATEGY TOOLBOX 2020-09	(\$42,013)	(\$42,013)	\$0	
001-0620-421-41-17	HOLIDAY PAY	\$246,195	\$259,220	\$13,025	
001-0620-421-41-21	PERS RETIREMENT	\$1,036,527	\$1,154,569	\$118,042	
001-0620-421-41-35	FLEX ALLOWANCE	\$759,801	\$808,459	\$48,658	
001-0620-421-41-36	WORKERS COMPENSATION	\$369,256	\$285,132	(\$84,124)	
001-0620-421-41-39	OTHER FRINGE BENEFITS	\$286,509	\$340,423	\$53,914	
001-0620-421-41-61	EMPLOYEE BENEFIT-PERS UAL	\$1,091,892	\$1,479,358	\$387,466	
<b>Totals Internal Services</b>		<b>\$609,534</b>	<b>\$521,095</b>	<b>(\$88,439)</b>	
001-0620-421-41-40	COMPENSATED ABSENCES	\$136,116	\$0	(\$136,116)	
001-0620-421-41-53	LONGEVITY	\$74,760	\$74,760	\$0	
001-0620-421-41-54	PEMHCA	\$29,184	\$32,640	\$3,456	
001-0620-421-42-44	VEHICLE RENTAL CHARGES	\$369,474	\$369,474	\$0	
001-0620-421-42-56	EQUIP REPLACEMENT CHARGES	\$0	\$44,221	\$44,221	
<b>Totals Services and Supplies</b>		<b>\$63,729</b>	<b>\$158,516</b>	<b>\$94,787</b>	
001-0620-421-42-40	SPECIAL DEPARTMENTAL SUP	\$26,195	\$31,495	\$5,300	
001-0620-421-42-40	ANCILLARY PATROL EQUIPMENT	\$1,600	\$1,900	\$300	
001-0620-421-42-40	BADGE REFURBISHING	\$600	\$600	\$0	
001-0620-421-42-40	EVIDENCE SUPPLIES	\$3,200	\$3,200	\$0	
001-0620-421-42-40	LEATHER AND SAFETY EQUIPMENT	\$4,500	\$6,000	\$1,500	6
001-0620-421-42-40	MOTOR OFFICER EQUIPMENT	\$5,000	\$5,000	\$0	
001-0620-421-42-40	RANGE/FIREARM PROGRAM	\$11,295	\$14,795	\$3,500	5
001-0620-421-42-46	MAINT-FACILITY & EQUIP	\$850	\$850	\$0	
001-0620-421-42-51	CONTRACT, PROF, SPEC SVCS	\$35,174	\$123,136	\$87,962	
001-0620-421-42-51	BWC/CAR CAMERA - AXON	\$0	\$23,000	\$23,000	4
001-0620-421-42-51	COMMUNITY OVERCOMING RELATIONSHIP ABUSE	\$6,084	\$6,606	\$522	
001-0620-421-42-51	CRITICAL REACH SUPPORT FEE	\$450	\$590	\$140	
001-0620-421-42-51	CWCRT MENTAL HEALTH CLINICIAN (RESO 2023-91)	\$0	\$64,000	\$64,000	
001-0620-421-42-51	RANGE FEES	\$5,500	\$5,800	\$300	
001-0620-421-42-51	STAR VISTA/FIRST CHANCE FACILITY	\$23,140	\$23,140	\$0	
001-0620-421-42-53	MEMBERSHIP,DUES,SUBSCRIPT	\$685	\$2,185	\$1,500	
001-0620-421-42-53	CALIFORNIA PEACE OFFICERS' ASSOCIATION (1CPT/2 LT)	\$375	\$375	\$0	
001-0620-421-42-53	CALIFORNIA POLICE CHIEFS' ASSN. ASSOCIATE MEMBER	\$155	\$155	\$0	
001-0620-421-42-53	CALIFORNIA TACTICAL OFFICERS ASSOCIATION	\$30	\$30	\$0	
001-0620-421-42-53	FRATERNAL ORDER OF POLICE / LDF	\$0	\$1,500	\$1,500	
001-0620-421-42-53	SAN MATEO COUNTY TRAINING MANAGERS' ASSOCIATION	\$125	\$125	\$0	
001-0620-421-42-54	TRAVEL,CONFERENCE,MEETING	\$825	\$850	\$25	

**DETAIL LINE ITEM: 001-0630 Police - Administrative Bureau Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$7,263,520</b>	<b>\$6,902,755</b>	<b>(\$360,765)</b>	
<b>Totals Employee Services</b>		<b>\$5,782,588</b>	<b>\$5,335,671</b>	<b>(\$446,917)</b>	
001-0630-421-41-10	PERMANENT SALARIES	\$2,912,046	\$2,699,796	(\$212,250)	1
001-0630-421-41-10	PERMANENT SALARIES	\$2,948,569	\$2,719,230	(\$229,339)	
001-0630-421-41-10	BUDGET BALANCING STRATEGY TOOLBOX 2020-09-Allowance for Vacancy	(\$36,523)	(\$36,523)	\$0	
001-0630-421-41-11	HOURLY & PART TIME SALARY	\$60,092	\$60,092	\$0	
001-0630-421-41-12	OVERTIME	\$184,204	\$188,708	\$4,504	
001-0630-421-41-12	OVERTIME	\$202,719	\$207,128	\$4,409	
001-0630-421-41-12	BUDGET BALANCING STRATEGY TOOLBOX 2020-09	(\$18,515)	(\$18,515)	\$0	
001-0630-421-41-17	HOLIDAY PAY	\$115,687	\$105,619	(\$10,068)	
001-0630-421-41-21	PERS RETIREMENT	\$566,195	\$485,596	(\$80,599)	
001-0630-421-41-35	FLEX ALLOWANCE	\$539,299	\$532,466	(\$6,833)	
001-0630-421-41-36	WORKERS COMPENSATION	\$219,538	\$169,897	(\$49,641)	
001-0630-421-41-39	OTHER FRINGE BENEFITS	\$172,393	\$155,411	(\$16,982)	
001-0630-421-41-61	EMPLOYEE BENEFIT-PERS UAL	\$1,013,134	\$938,086	(\$75,048)	
<b>Totals Internal Services</b>		<b>\$1,223,526</b>	<b>\$1,291,828</b>	<b>\$68,302</b>	
001-0630-421-41-40	COMPENSATED ABSENCES	\$79,989	\$0	(\$79,989)	
001-0630-421-41-53	LONGEVITY	\$23,820	\$23,820	\$0	
001-0630-421-41-54	PEMHCA	\$16,416	\$17,280	\$864	
001-0630-421-42-44	VEHICLE RENTAL CHARGES	\$102,312	\$102,312	\$0	
001-0630-421-42-56	EQUIP REPLACEMENT CHARGES	\$0	\$110,893	\$110,893	
001-0630-421-42-57	COMM & INFO SERVICES CHGS	\$666,149	\$711,319	\$45,170	
001-0630-421-42-69	BUILDING MAINTENANCE CHG	\$334,840	\$326,204	(\$8,636)	
<b>Totals Services and Supplies</b>		<b>\$257,406</b>	<b>\$275,256</b>	<b>\$17,850</b>	
001-0630-421-42-40	SPECIAL DEPARTMENTAL SUP	\$12,000	\$15,620	\$3,620	
001-0630-421-42-40	BALLISTIC VEST REPLACEMENT	\$7,000	\$9,000	\$2,000	9
001-0630-421-42-40	FILM/PHOTO PROCESSING	\$200	\$200	\$0	
001-0630-421-42-40	PENAL CODES/PUBLICATIONS	\$800	\$800	\$0	
001-0630-421-42-40	FACILITY K-9 SUPPLIES	\$4,000	\$5,620	\$1,620	
001-0630-421-42-42	POSTAGE EXPENSE	\$2,244	\$2,244	\$0	
001-0630-421-42-43	GENERAL OFFICE SUPPLIES	\$19,500	\$20,000	\$500	
001-0630-421-42-43	CITATIONS	\$1,500	\$1,500	\$0	
001-0630-421-42-43	OFFICE SUPPLIES	\$16,000	\$16,500	\$500	
001-0630-421-42-43	PRINTING	\$2,000	\$2,000	\$0	
001-0630-421-42-46	MAINT-FACILITY & EQUIP	\$30,836	\$33,336	\$2,500	
001-0630-421-42-46	COMMUNICATIONS CENTER EQUIPMENT	\$1,000	\$2,000	\$1,000	10
001-0630-421-42-46	FIXED RADIO EQUIP (TEA)	\$23,736	\$23,736	\$0	
001-0630-421-42-46	MOBILE RADIO REPAIR	\$1,100	\$2,100	\$1,000	
001-0630-421-42-46	PLAIN PAPER COPIERS (6765 AND 6632)	\$1,500	\$1,500	\$0	
001-0630-421-42-46	SHREDDER AND FAX	\$500	\$500	\$0	
001-0630-421-42-46	UPS (BEST POWER INC.)	\$1,000	\$1,000	\$0	
001-0630-421-42-46	VEHICLE EQUIPMENT MAINTENANCE	\$2,000	\$2,500	\$500	
001-0630-421-42-49	ADVERTISING/PUBLICITY	\$3,700	\$3,700	\$0	
001-0630-421-42-49	ADVERTISING	\$200	\$200	\$0	
001-0630-421-42-49	COMMUNITY OUTREACH	\$3,500	\$3,500	\$0	

**DETAIL LINE ITEM: 001-0630 Police - Administrative Bureau Expenses (Continued)**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
001-0630-421-42-51	CONTRACT, PROF, SPEC SVCS	\$174,821	\$179,721	\$4,900	
001-0630-421-42-51	COPWARE/LEXIPOL (SOFTWARE UPDATES)	\$9,400	\$10,500	\$1,100	
001-0630-421-42-51	CORODATA DOCUMENT STORAGE SVCS	\$0	\$1,500	\$1,500	11
001-0630-421-42-51	FLOCK SAFETY ALPR CAMERAS - CC RESO 2021-34	\$50,000	\$50,000	\$0	
001-0630-421-42-51	SAN MATEO COUNTY CRIME LAB FEES	\$28,000	\$28,000	\$0	
001-0630-421-42-51	SAN MATEO COUNTY INFORMATION SERVICES DIVISION	\$25,000	\$25,000	\$0	
001-0630-421-42-51	SAN MATEO COUNTY NARCOTICS TASK FORCE	\$47,000	\$47,000	\$0	
001-0630-421-42-51	CYRACOM/LANGUAGELINE SOLUTIONS	\$1,700	\$2,000	\$300	
001-0630-421-42-51	WELLNESS (CORDICO SUBSCRIPTION)	\$10,000	\$10,000	\$0	
001-0630-421-42-51	WEB ANALYTICS (CLEAR PLUS)	\$3,721	\$5,721	\$2,000	7
001-0630-421-42-53	MEMBERSHIP, DUES, SUBSCRIPT	\$755	\$1,785	\$1,030	
001-0630-421-42-53	CA CLETS USERS GROUP	\$120	\$150	\$30	
001-0630-421-42-53	CA CRIMINAL JUSTICE WARRANT SERVICE ASSN.	\$75	\$75	\$0	
001-0630-421-42-53	CA LAW ENF. ASSN. OF RECORDS SUPERVISORS	\$50	\$50	\$0	
001-0630-421-42-53	CA POLICE CHIEFS' ASSN ASSOCIATE MEMBER	\$155	\$155	\$0	
001-0630-421-42-53	CALIFORNIA ASSN OF PROPERTY & EVIDENCE OFFICERS	\$50	\$50	\$0	
001-0630-421-42-53	CALIFORNIA PEACE OFFICERS' ASSOCIATION 1CPT 2 N/S	\$205	\$205	\$0	
001-0630-421-42-53	FRATERNAL ORDER OF POLICE / LDF	\$0	\$1,000	\$1,000	
001-0630-421-42-53	SAN MATEO CO. COMMUNICATIONS MANAGERS ASSOC	\$100	\$100	\$0	
001-0630-421-42-54	TRAVEL, CONFERENCE, MEETING	\$1,350	\$1,350	\$0	
001-0630-421-42-65	MISC EXPENSE	\$12,200	\$17,500	\$5,300	
001-0630-421-42-65	ADMINISTRATIVE INVESTIGATIVE FUND	\$2,500	\$2,500	\$0	
001-0630-421-42-65	INVESTIGATION TECHNOLOGY	\$9,700	\$15,000	\$5,300	8

**DETAIL LINE ITEM: 001-0650 Police - Crossing Guards Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$21,600</b>	<b>\$21,600</b>	<b>\$0</b>	
<b>Totals Services and Supplies</b>		<b>\$21,600</b>	<b>\$21,600</b>	<b>\$0</b>	
001-0650-421-42-51	CONTRACT, PROF, SPEC SVCS	\$21,600	\$21,600	\$0	

**DETAIL LINE ITEM: 001-0670 Police - Training Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$92,100</b>	<b>\$94,600</b>	<b>\$2,500</b>	
<b>Totals Services and Supplies</b>		<b>\$92,100</b>	<b>\$94,600</b>	<b>\$2,500</b>	
001-0670-421-42-55	TRAINING	\$92,100	\$94,600	\$2,500	
001-0670-421-42-55	POST TRAINING	\$65,000	\$65,000	\$0	
001-0670-421-42-55	CHIEF DIVISION	\$2,000	\$2,000	\$0	
001-0670-421-42-55	APROC RESERVE TRAINING CONFERENCE	\$3,000	\$3,000	\$0	
001-0670-421-42-55	CPCA TRAINING CONFERENCE - CAPTAIN	\$2,000	\$2,000	\$0	
001-0670-421-42-55	CAPE/CCUG TRAINING	\$1,100	\$1,100	\$0	
001-0670-421-42-55	CPOA TRAINING SYMPOSIUM (1 CAPTAIN)	\$2,000	\$2,000	\$0	
001-0670-421-42-55	RIMS USERS GROUP CONFERENCE (3 ATTENDEES)	\$7,000	\$7,000	\$0	
001-0670-421-42-55	MISCELLANEOUS	\$10,000	\$12,500	\$2,500	

**DETAIL LINE ITEM: 001-0680 Police - BSCAA Prop 47 Grant Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$23,466</b>	<b>\$22,852</b>	<b>(\$614)</b>	
<b>Totals Services and Supplies</b>		\$23,466	\$22,852	(\$614)	
001-0680-421-42-55	TRAINING	\$23,466	\$22,852	(\$614)	

**DETAIL LINE ITEM: 001-0681 Police - BSCC (Wellness) Grant Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$20,000</b>	<b>\$40,000</b>	<b>\$20,000</b>	
<b>Totals Services and Supplies</b>		\$20,000	\$40,000	\$20,000	
001-0681-421-42-51	CONTRACT, PROF, SPEC SVCS	\$20,000	\$40,000	\$20,000	

**DETAIL LINE ITEM: 006-0610 Police - Drug Abuse Resistance Education (DARE)**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$38,366</b>	<b>\$38,366</b>	<b>\$0</b>	
<b>Totals Services and Supplies</b>		\$38,366	\$38,366	\$0	
006-0610-421-42-51	CONTRACT, PROF, SPEC SVCS	\$600	\$600	\$0	
006-0610-421-42-65	MISC EXPENSE	\$37,766	\$37,766	\$0	

**DETAIL LINE ITEM: 009-0610 Police - Asset Seizure Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$4,097</b>	<b>\$4,097</b>	<b>\$0</b>	
<b>Totals Services and Supplies</b>		\$4,097	\$4,097	\$0	
009-0610-421-42-51	CONTRACT, PROF, SPEC SVCS	\$4,097	\$4,097	\$0	

**Detailed Analysis:**

- Note 1 Realignment of Personnel: Senior Community Service Officer to Administrative Assistant II.
- Note 2 Pre-Employment Exams which includes background investigation, polygraph, and psychological evaluations.
- Note 3 Changing from a membership only for management personnel to a department membership which will provide benefits to all sworn employees.
- Note 4 Leasing Axon BWC/Car Cameras, cloud video storage and video transfer system. The Equipment Replacement Fund (ERF) will cover most of the initial cost.
- Note 5 Cartridges for the BOLA device, taser device cartridges and the increase in cost of handgun and rifle ammunition.
- Note 6 The continuous recruitment of new police officers, CSO's, dispatchers, and explorers and the need to purchase new leather & safety equipment. This equipment undergoes daily wear and tear and requires replacement after years of use to ensure continued safety and reliability.
- Note 7 Investigative technology: Clear Plus.
- Note 8 Investigative technologies: Cell Hawk, Forensic Logic & Cellebrite.
- Note 9 Ballistic Vest Reimbursements for new officers and current officers due for replacement.
- Note 10 Replace worn equipment used 24 hours a day by dispatch employees.
- Note 11 Annual fee to securely store police records off-site.

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# ***San Mateo Consolidated Fire Department***



## **DEPARTMENT DESCRIPTION**

The Fire Departments in the Cities of Belmont, Foster City, and San Mateo have joined together as the San Mateo Consolidated (SMC) Fire Department, a Joint Powers Authority (JPA) as of January 13, 2019. The department continues to provide integrated and comprehensive emergency response services to all three communities in a cost-effective way, while maintaining and improving the existing level of fire suppression and emergency medical services within each community. SMC Fire consists of three divisions: Administration, Community Risk Reduction (CRR), and Operations.

The Administration Division, which includes the Office of the Fire Chief, provides program direction to all divisions and budget oversight. The CRR Division works to reduce the factors which contribute to the cause and spread of fire by consulting with the public, educating citizens and businesses about emergency preparedness and planning, including the City's Emergency Operations Center (EOC), issuing permits, checking plans, inspecting for fire code compliance, and developing and recommending new or modified codes to the City Council. The Operations Division personnel, trained in the most current and modern firefighting and medical techniques, respond and provide fire, medical, and rescue services.

## **MISSION STATEMENT**

Providing all risk fire and emergency services through professionalism, collaboration, and public trust.

## **CHANGES IN FINANCIAL RESOURCES REQUIRED**

Foster City pays 20% of SMC Fire's adopted annual budget.

**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
**FIRE**  
**GENERAL FUND**  
Annual Budget Appropriation for Fiscal Year

	<b>2023-24</b>		<b>2024-25</b>
	<b>APPROVED</b>	<b>PROJECTED</b>	<b>REQUESTED</b>
DISASTER PREPAREDNESS	\$0	\$0	\$2,924
SMC FIRE	\$9,442,056	\$9,442,056	\$9,861,700
FIRE LEGACY COSTS	\$2,244,866	\$2,376,891	\$2,666,980
<b>TOTAL FOR FIRE</b>	<b>\$11,686,922</b>	<b>\$11,818,947</b>	<b>\$12,531,604</b>

<b>EXPENDITURES BY CATEGORY:</b>	<b>2023-24</b>		<b>2024-25</b>
	<b>APPROVED</b>	<b>PROJECTED</b>	<b>REQUESTED</b>
EMPLOYEE SERVICES	\$2,244,866	\$2,376,891	\$2,666,980
SERVICES AND SUPPLIES	\$9,239,998	\$9,239,998	\$9,673,555
CAPITAL OUTLAY	\$0	\$0	\$0
Subtotal (Total Department-Controlled Expenses)	\$11,484,864	\$11,616,889	\$12,340,535
INTERNAL SERVICES	\$202,058	\$202,058	\$191,069
Subtotal (Total Department Expenses before Reallocations)	\$11,686,922	\$11,818,947	\$12,531,604
REALLOCATIONS	\$0	\$0	\$0
<b>TOTAL FOR FIRE</b>	<b>\$11,686,922</b>	<b>\$11,818,947</b>	<b>\$12,531,604</b>

**DETAIL LINE ITEM: 001-0740 Fire - Disaster Preparedness Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$0</b>	<b>\$2,924</b>	<b>\$2,924</b>	
<b>Totals Internal Services</b>		\$0	\$2,924	\$2,924	
001-0740-422-42-56	EQUIP REPLACEMENT CHARGES	\$0	\$2,924	\$2,924	

**DETAIL LINE ITEM: 001-0750 Fire - JPA-SMC Fire Operating Costs Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$9,442,056</b>	<b>\$9,861,700</b>	<b>\$419,644</b>	
<b>Totals Internal Services</b>		\$202,058	\$188,145	(\$13,913)	
001-0750-422-41-53	LONGEVITY	\$94,800	\$94,800	\$0	
001-0750-422-41-54	PEMHCA	\$38,304	\$40,320	\$2,016	
001-0750-422-42-69	BUILDING MAINTENANCE CHG	\$68,954	\$53,025	(\$15,929)	
<b>Totals Services and Supplies</b>		\$9,239,998	\$9,673,555	\$433,557	
001-0750-422-42-51	CONTRACT, PROF, SPEC SVCS	\$9,239,998	\$9,673,555	\$433,557	
001-0750-422-42-51	SAN MATEO SHERIFF - OES JPA	\$52,554	\$71,000	\$18,446	
001-0750-422-42-51	SMC FIRE OPERATING COST	\$9,167,444	\$9,582,555	\$415,111	1
001-0750-422-42-51	WORKERS COMPENSATION	\$20,000	\$20,000	\$0	

**DETAIL LINE ITEM: 001-0760 Fire - Legacy Costs Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$2,244,866</b>	<b>\$2,666,980</b>	<b>\$422,114</b>	
<b>Totals Employee Services</b>		\$2,244,866	\$2,666,980	\$422,114	
001-0760-422-41-36	WORKERS COMPENSATION	\$347,377	\$330,168	(\$17,209)	
001-0760-422-41-61	EMPLOYEE BENEFIT-PERS UAL	\$1,897,489	\$2,336,812	\$439,323	

**Detailed Analysis:**

Note 1 Expected 4.5% + increase

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# Community Development Department

## DEPARTMENT DESCRIPTION

The Community Development Department is organized into two Divisions:

- The Planning/Code Enforcement/Economic Development Division is responsible for long term planning regarding growth, housing and economic development of the City, for reviewing and processing applications for all land use and development proposals, and for maintaining the appearance of the community and expanding a healthy local economy in keeping with the City's social, environmental, and economic imperatives.
- The Building Inspection Division is responsible for ensuring that all construction projects permitted within the City comply with the California Building Code, the Foster City Municipal Code and all other applicable codes and regulations.

## MISSION STATEMENT

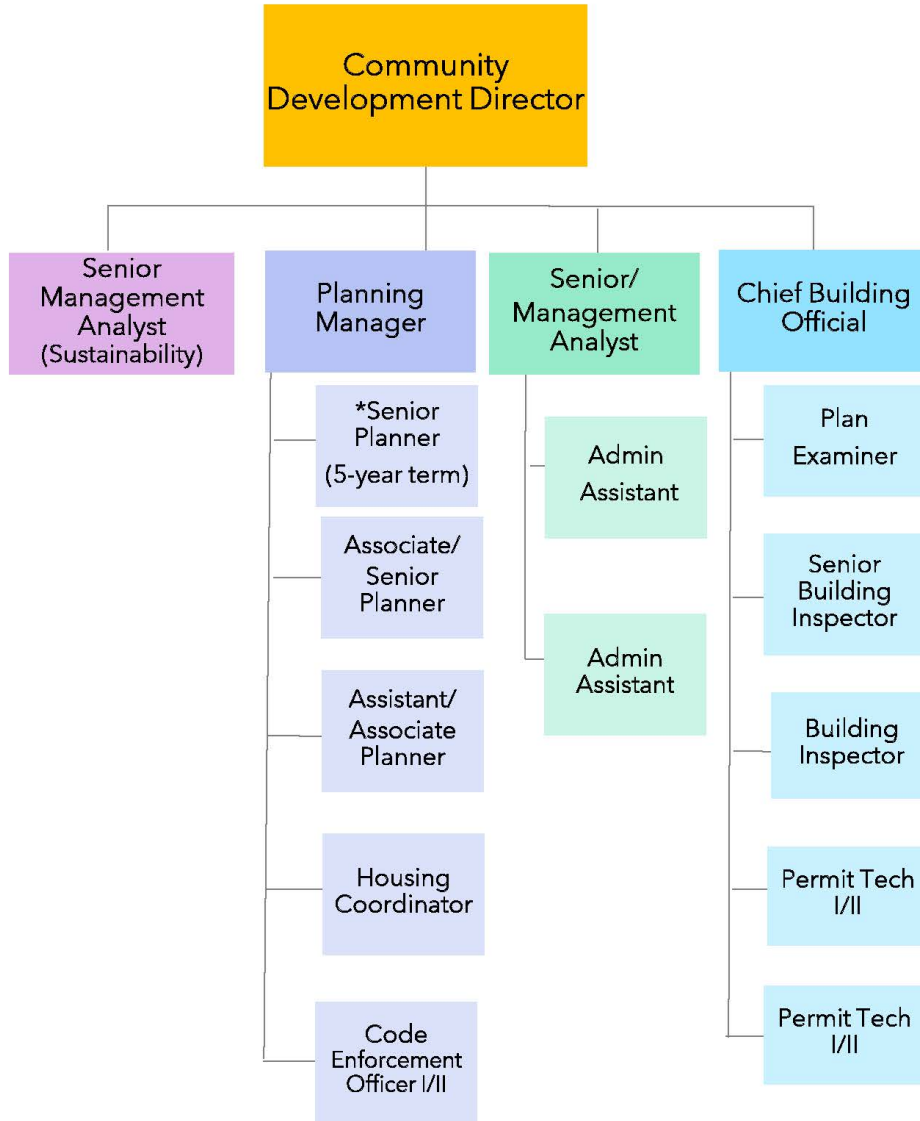
The Community Development Department is committed to planning, maintaining and improving the quality of life and public safety of Foster City in keeping with the vision of the City Council in the General Plan and other measures that reflect the City's heritage as a Master Planned community.

## CHANGES IN FINANCIAL RESOURCES REQUIRED

### Services and Supplies

- Increase safety building supplies for Building and Code Enforcement Division
- Increase for Lower-income Homeowner Rehabilitation Loans  
Program "H-G-2-e Rental Registry" of the Housing Element 2023-31 includes that "unless a requirement for a State rental registry is adopted, explore a rental registry that tracks information such as rents, utilities, accessibility for disabled persons, tenant occupancy dates, and landlord contact information in order to improve the information available to landlords, tenants, and decision makers." Staff will look into establishing a rental registry for housing element implementation and have talked to many vendors. Staff is estimating this will be the cost for the first year and after establishing the ordinance, the cost will be reduced.
- Increase for 21 Elements Accessory Dwelling Unit Resource Center  
21 Elements, in collaboration with the jurisdictions of San Mateo County, is developing a nonprofit ADU Resource Center modeled on Napa Sonoma ADU Center that will assist jurisdictions, including Foster City in meeting their RHNA 6 housing element ADU goals. The Center will offer public facing materials and resources, an affordable ADU program, and services directly for jurisdictions. Services will include Updating ADU Ordinances and Complying with New Laws, ADU Affordability Monitoring, Jurisdiction-Specific Educational Materials and so on. The ADU Resource Center will be funded primarily by jurisdiction contributions, with additional support from local foundations and Measure K (County of San Mateo tax revenue) possible.

# Community Development Department FY 2024-2025



**DEPARTMENT SUMMARY BY DIVISION**

**City of Foster City, California**  
**COMMUNITY DEVELOPMENT**  
**GENERAL FUND**  
 Annual Budget Appropriation for Fiscal Year

	2023-24		2024-25
	APPROVED	PROJECTED	REQUESTED
ADVANCE PLANNING	\$496,347	\$496,347	\$460,706
BUILDING SAFETY, CODE, PLAN CHECK	\$1,866,772	\$2,143,229	\$1,870,197
CURRENT PLANNING	\$641,732	\$641,732	\$666,912
ECONOMIC DEVELOPMENT	\$273,248	\$125,248	\$0
ORDINANCE ENFORCEMENT	\$263,026	\$266,034	\$263,307
PLANNING ADMINISTRATION	\$1,048,536	\$1,198,461	\$1,192,440
SUSTAINABLE FC	\$8,700	\$8,700	\$8,700
<b>TOTAL FOR COMMUNITY DEVELOPMENT</b>	<b>\$4,598,361</b>	<b>\$4,879,751</b>	<b>\$4,462,262</b>

<b>EXPENDITURES BY CATEGORY:</b>	2023-24		2024-25
	APPROVED	PROJECTED	REQUESTED
EMPLOYEE SERVICES	\$3,966,717	\$3,851,734	\$3,849,281
SERVICES AND SUPPLIES	\$151,148	\$546,910	\$191,648
CAPITAL OUTLAY	\$0	\$0	\$0
Subtotal (Total Department-Controlled Expenses)	\$4,117,865	\$4,398,644	\$4,040,929
INTERNAL SERVICES	\$480,496	\$481,107	\$421,333
Subtotal (Total Department Expenses before Reallocations)	\$4,598,361	\$4,879,751	\$4,462,262
REALLOCATIONS	\$0	\$0	\$0
<b>TOTAL FOR COMMUNITY DEVELOPMENT</b>	<b>\$4,598,361</b>	<b>\$4,879,751</b>	<b>\$4,462,262</b>

**Staffing (Full Time Equivalents)**

<b>Full Time Position</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>
Community Development Director	1.00	1.00	1.00
Administrative Assistant I / II	0.00	1.00	2.00
Assistant/Associate Planner	1.00	1.00	1.00
Associate/Senior Planner	1.00	1.00	1.00
Building Inspector	1.00	1.00	1.00
Building Permit Technician I/II	2.00	2.00	2.00
Chief Building Officer	1.00	1.00	1.00
Code Enforcement Officer I/II	1.00	1.00	1.00
Economic Development Manager	0.00	1.00	0.00
Housing Coordinator	1.00	1.00	1.00
Senior Management Analyst / Management Analyst I/II	1.00	2.00	2.00
Management Assistant	1.00	1.00	0.00
Office Assistant I/II	1.00	0.00	0.00
Plan Examiner	0.00	1.00	1.00
Planning Manager	1.00	1.00	1.00
Principal Building Inspector	1.00	0.00	0.00
Senior Building Inspector	1.00	1.00	1.00
Senior Planner (Limited 5 Yr Term)	1.00	1.00	1.00
<b>Total Full Time Positions</b>	<b>16.00</b>	<b>18.00</b>	<b>17.00</b>



### 001-0810 CDD - Planning Administration Expenses

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$1,048,536</b>	<b>\$1,192,440</b>	<b>\$143,904</b>	
<b>Totals Employee Services</b>		<b>\$798,144</b>	<b>\$919,501</b>	<b>\$121,357</b>	
001-0810-419-41-10	PERMANENT SALARIES	\$542,478	\$588,051	\$45,573	
001-0810-419-41-21	PERS RETIREMENT	\$61,206	\$64,953	\$3,747	
001-0810-419-41-35	FLEX ALLOWANCE	\$82,190	\$106,039	\$23,849	
001-0810-419-41-36	WORKERS COMPENSATION	\$6,987	\$5,566	(\$1,421)	
001-0810-419-41-39	OTHER FRINGE BENEFITS	\$32,676	\$31,450	(\$1,226)	
001-0810-419-41-61	EMPLOYEE BENEFIT-PERS UAL	\$72,607	\$123,442	\$50,835	
<b>Totals Internal Services</b>		<b>\$204,442</b>	<b>\$190,989</b>	<b>(\$13,453)</b>	
001-0810-419-41-40	COMPENSATED ABSENCES	\$14,328	\$0	(\$14,328)	
001-0810-419-41-53	LONGEVITY	\$4,200	\$0	(\$4,200)	
001-0810-419-41-54	PEMHCA	\$7,296	\$7,680	\$384	
001-0810-419-42-44	VEHICLE RENTAL CHARGES	\$37,809	\$38,239	\$430	
001-0810-419-42-57	COMM & INFO SERVICES CHGS	\$77,876	\$80,889	\$3,013	
001-0810-419-42-69	BUILDING MAINTENANCE CHG	\$62,933	\$64,181	\$1,248	
<b>Totals Services and Supplies</b>		<b>\$45,950</b>	<b>\$81,950</b>	<b>\$36,000</b>	
001-0810-419-42-41	COPY EXPENSE	\$3,000	\$3,000	\$0	
001-0810-419-42-42	POSTAGE EXPENSE	\$4,000	\$4,000	\$0	
001-0810-419-42-43	GENERAL OFFICE SUPPLIES	\$9,500	\$9,500	\$0	
001-0810-419-42-49	ADVERTISING/PUBLICITY	\$6,000	\$7,000	\$1,000	
001-0810-419-42-51	CONTRACT, PROF, SPEC SVCS	\$6,000	\$40,000	\$34,000	
001-0810-419-42-51	IMAGING DOCUMENTS & PLANS	\$6,000	\$6,000	\$0	
001-0810-419-42-51	RENTAL REGISTRY	\$0	\$25,000	\$25,000	
001-0810-419-42-51	21 ELEMENTS ADU CENTER	\$0	\$9,000	\$9,000	
001-0810-419-42-53	MEMBERSHIP, DUES, SUBSCRIPT	\$4,550	\$4,550	\$0	
001-0810-419-42-53	AMERICAN PLANNING ASSOC. (2 MEMBERSHIPS)	\$3,800	\$3,800	\$0	
001-0810-419-42-53	MMANC MEMBERSHIP DUES (1)	\$150	\$150	\$0	
001-0810-419-42-53	SUBSCRIPTIONS/MAGAZINES	\$600	\$600	\$0	
001-0810-419-42-55	TRAINING	\$12,900	\$13,900	\$1,000	
001-0810-419-42-55	APA ANNUAL TECHNICAL TRAINING CONF.- STATE (2)	\$6,000	\$6,000	\$0	
001-0810-419-42-55	MISCELLANEOUS TECHNICAL TRAINING	\$5,000	\$5,000	\$0	
001-0810-419-42-55	MMANC ANNUAL CONFERENCE (1)	\$1,900	\$2,900	\$1,000	

### DETAIL LINE ITEM: 001-0811 CDD - Advance Planning Expenses

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$496,347</b>	<b>\$460,706</b>	<b>(\$35,641)</b>	
<b>Totals Employee Services</b>		<b>\$486,303</b>	<b>\$459,554</b>	<b>(\$26,749)</b>	
001-0811-419-41-10	PERMANENT SALARIES	\$339,457	\$310,074	(\$29,383)	
001-0811-419-41-21	PERS RETIREMENT	\$39,337	\$35,161	(\$4,176)	
001-0811-419-41-35	FLEX ALLOWANCE	\$44,134	\$41,269	(\$2,865)	
001-0811-419-41-36	WORKERS COMPENSATION	\$5,896	\$4,443	(\$1,453)	
001-0811-419-41-39	OTHER FRINGE BENEFITS	\$21,728	\$19,778	(\$1,950)	
001-0811-419-41-61	EMPLOYEE BENEFIT-PERS UAL	\$35,751	\$48,829	\$13,078	
<b>Totals Internal Services</b>		<b>\$10,044</b>	<b>\$1,152</b>	<b>(\$8,892)</b>	
001-0811-419-41-40	COMPENSATED ABSENCES	\$8,950	\$0	(\$8,950)	
001-0811-419-41-54	PEMHCA	\$1,094	\$1,152	\$58	

**DETAIL LINE ITEM: 001-0812 CDD - Current Planning Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$641,732</b>	<b>\$666,912</b>	<b>\$25,180</b>	
<b>Totals Employee Services</b>		\$629,014	\$665,088	\$36,074	
001-0812-419-41-10	PERMANENT SALARIES	\$417,672	\$435,554	\$17,882	
001-0812-419-41-21	PERS RETIREMENT	\$47,998	\$48,609	\$611	
001-0812-419-41-35	FLEX ALLOWANCE	\$58,234	\$68,590	\$10,356	
001-0812-419-41-36	WORKERS COMPENSATION	\$9,870	\$9,340	(\$530)	
001-0812-419-41-39	OTHER FRINGE BENEFITS	\$26,317	\$27,146	\$829	
001-0812-419-41-61	EMPLOYEE BENEFIT-PERS UAL	\$68,923	\$75,849	\$6,926	
<b>Totals Internal Services</b>		\$12,718	\$1,824	(\$10,894)	
001-0812-419-41-40	COMPENSATED ABSENCES	\$10,985	\$0	(\$10,985)	
001-0812-419-41-54	PEMHCA	\$1,733	\$1,824	\$91	

**DETAIL LINE ITEM: 001-0813 CDD - Ordinance Enforcement Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$263,026</b>	<b>\$263,307</b>	<b>\$281</b>	
<b>Totals Employee Services</b>		\$256,192	\$259,423	\$3,231	
001-0813-419-41-10	PERMANENT SALARIES	\$166,017	\$154,502	(\$11,515)	
001-0813-419-41-12	OVERTIME	\$0	\$9,308	\$9,308	
001-0813-419-41-21	PERS RETIREMENT	\$19,292	\$18,586	(\$706)	
001-0813-419-41-35	FLEX ALLOWANCE	\$42,351	\$22,642	(\$19,709)	
001-0813-419-41-36	WORKERS COMPENSATION	\$5,949	\$1,065	(\$4,884)	
001-0813-419-41-39	OTHER FRINGE BENEFITS	\$7,474	\$6,610	(\$864)	
001-0813-419-41-61	EMPLOYEE BENEFIT-PERS UAL	\$15,109	\$46,710	\$31,601	
<b>Totals Internal Services</b>		\$4,834	\$384	(\$4,450)	
001-0813-419-41-40	COMPENSATED ABSENCES	\$4,469	\$0	(\$4,469)	
001-0813-419-41-54	PEMHCA	\$365	\$384	\$19	
<b>Totals Services and Supplies</b>		\$2,000	\$3,500	\$1,500	
001-0813-419-42-43	GENERAL OFFICE SUPPLIES	\$0	\$500	\$500	
001-0813-419-42-55	TRAINING	\$2,000	\$3,000	\$1,000	

**001-0814 CDD - Economic Development Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$273,248</b>	<b>\$0</b>	<b>(\$273,248)</b>	<b>1</b>
<b>Totals Employee Services</b>		\$267,976	\$0	(\$267,976)	
001-0814-419-41-10	PERMANENT SALARIES	\$199,800	\$0	(\$199,800)	
001-0814-419-41-21	PERS RETIREMENT	\$23,217	\$0	(\$23,217)	
001-0814-419-41-35	FLEX ALLOWANCE	\$32,280	\$0	(\$32,280)	
001-0814-419-41-36	WORKERS COMPENSATION	\$774	\$0	(\$774)	
001-0814-419-41-39	OTHER FRINGE BENEFITS	\$11,905	\$0	(\$11,905)	
<b>Totals Internal Services</b>		\$5,272	\$0	(\$5,272)	
001-0814-419-41-40	COMPENSATED ABSENCES	\$5,272	\$0	(\$5,272)	

**DETAIL LINE ITEM: 001-0820 CDD - Building Safety, Code, Plan Check Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$1,866,772</b>	<b>\$1,870,197</b>	<b>\$3,425</b>	
<b>Totals Employee Services</b>					
		\$1,529,088	\$1,545,715	\$16,627	
001-0820-424-41-10	PERMANENT SALARIES	\$948,056	\$939,072	(\$8,984)	
001-0820-424-41-21	PERS RETIREMENT	\$108,932	\$107,010	(\$1,922)	
001-0820-424-41-35	FLEX ALLOWANCE	\$172,187	\$181,635	\$9,448	
001-0820-424-41-36	WORKERS COMPENSATION	\$29,565	\$32,361	\$2,796	
001-0820-424-41-39	OTHER FRINGE BENEFITS	\$54,745	\$52,881	(\$1,864)	
001-0820-424-41-61	EMPLOYEE BENEFIT-PERS UAL	\$215,603	\$232,756	\$17,153	
<b>Totals Internal Services</b>					
		\$243,186	\$226,984	(\$16,202)	
001-0820-424-41-40	COMPENSATED ABSENCES	\$25,513	\$0	(\$25,513)	
001-0820-424-41-54	PEMHCA	\$5,928	\$8,640	\$2,712	
001-0820-424-42-44	VEHICLE RENTAL CHARGES	\$70,937	\$73,275	\$2,338	
001-0820-424-42-57	COMM & INFO SERVICES CHGS	\$77,875	\$80,888	\$3,013	
001-0820-424-42-69	BUILDING MAINTENANCE CHG	\$62,933	\$64,181	\$1,248	
<b>Totals Services and Supplies</b>					
		\$94,498	\$97,498	\$3,000	
001-0820-424-42-41	COPY EXPENSE	\$200	\$200	\$0	
001-0820-424-42-42	POSTAGE EXPENSE	\$1,000	\$1,000	\$0	
001-0820-424-42-43	GENERAL OFFICE SUPPLIES	\$4,000	\$7,000	\$3,000	
001-0820-424-42-51	CONTRACT, PROF, SPEC SVCS	\$44,751	\$44,751	\$0	
001-0820-424-42-53	MEMBERSHIP,DUES,SUBSCRIPT	\$5,086	\$5,086	\$0	
001-0820-424-42-53	CALIFORNIA BUILDING OFFICIALS	\$215	\$215	\$0	
001-0820-424-42-53	INTERNATIONAL ASSN. OF PLMB & HTG OFFICIALS	\$250	\$250	\$0	
001-0820-424-42-53	INT'L ASSOC OF ELECTRICAL INSPECTORS	\$695	\$695	\$0	
001-0820-424-42-53	INTERNATIONAL CODE COUNCIL	\$300	\$300	\$0	
001-0820-424-42-53	MISCELLANEOUS PUBLICATIONS & SUBSCRIPTIONS	\$790	\$790	\$0	
001-0820-424-42-53	PENINSULA CHAPTER OF ICBO	\$180	\$180	\$0	
001-0820-424-42-53	STATE CODES AND AMENDMENTS (TRIENNIAL CYCLE)	\$1,381	\$1,381	\$0	
001-0820-424-42-53	UNIFORM CODES & AMENDMENTS SUBSCRIPTION	\$1,275	\$1,275	\$0	
001-0820-424-42-55	TRAINING	\$39,461	\$39,461	\$0	
001-0820-424-42-55	CALBIG (BUILDING INSPECTOR'S GROUP) TRAINING	\$540	\$540	\$0	
001-0820-424-42-55	CALBO ANNUAL TRAINING MEETING	\$10,978	\$10,978	\$0	
001-0820-424-42-55	CALBO/IAEII/APMO ANNUAL TRAINING MEETINGS	\$12,350	\$12,350	\$0	
001-0820-424-42-55	EDUCATION WEEK FOR INSPECTORS	\$3,235	\$3,235	\$0	
001-0820-424-42-55	ICC ANNUAL TRAINING MEETINGS	\$11,338	\$11,338	\$0	
001-0820-424-42-55	PENINSULA BLDG INSPECTOR'S TRAINING (BLDG OFFL)	\$600	\$600	\$0	
001-0820-424-42-55	PENINSULA CHAPTER ICC MONTHLY TRAINING	\$420	\$420	\$0	

**DETAIL LINE ITEM: 012-0110 CDD - SUSTAINABLE FC**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Totals Services and Supplies</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
012-0110-413-42-53	ICLEI MEMBERSHIP	\$700	\$700	\$0	
012-0110-413-42-53	MISCELLANEOUS	\$1,500	\$1,500	\$0	
012-0110-413-42-53	SVEDA MEMBERSHIP	\$3,500	\$3,500	\$0	
012-0110-413-42-54	SMART CITIES CONFERENCE	\$3,000	\$3,000	\$0	

**Detailed Analysis:**

Note 1                      Transfer Economic Development Manager to City/District Manager Department as Deputy City Manager.

# Public Works

## DEPARTMENT DESCRIPTION

The Public Works Department manages infrastructure engineering, construction, operations and maintenance programs for streets (including traffic signal system, street lighting, sweeping and signage, pavement markings and striping), lagoon, levee, drainage, buildings, water distribution system, wastewater collection and treatment system and the vehicle fleet. The Department also manages the City's Capital Improvement Program (CIP) and reviews infrastructure improvements for private developments within the City.

## MISSION STATEMENT

The mission of the Public Works Department is to provide quality leadership in managing capital projects, and maintaining vital public infrastructure, facilities, and equipment in a safe, reliable, and efficient manner. The Public Works Department unifies its seven (7) Divisions to provide:

- Construction Engineering Services
- CIP Management
- Wastewater Services
- Water Services
- Streets and Pavement Maintenance
- Levee, Lagoon and Stormwater Management
- Building Maintenance
- Fleet Services
- Traffic Review
- Solid Waste and Recycling Services

## CHANGES IN FINANCIAL RESOURCES REQUIRED

### Vehicle Maintenance Division

- New regulations from the California Air Resources Board are anticipated to require the procurement of electric medium- to heavy-duty work trucks in the next three years. The City is participating in a program through Peninsula Clean Energy to create a plan for the electrification of the City's fleet, including an infrastructure needs and capacity study and an analysis of electric vehicle options, availability and replacement timelines and funding.
- This budget includes the addition of a Fleet Supervisor position. This classification was approved by the City Council by Resolution 2023-121 on December 18, 2023.

### Streets and Lagoon Division

- This budget includes the addition of a Maintenance Worker I/II in the Streets and Lagoon Division in order to complete the many projects within this division's scope of work.
- In July 2023, the San Mateo County Civil Grand Jury released a report in which it recommended that all cities update or generate a new Bicycle and Pedestrian Master Plan or Active Transportation Plan if their plan was older than five years. Funding has been included to hire a consultant to prepare a Bicycle and Pedestrian Master Plan in conformance with this recommendation. However, the City has applied for grant funding for this project which, if received, will offset the cost of the study by half.

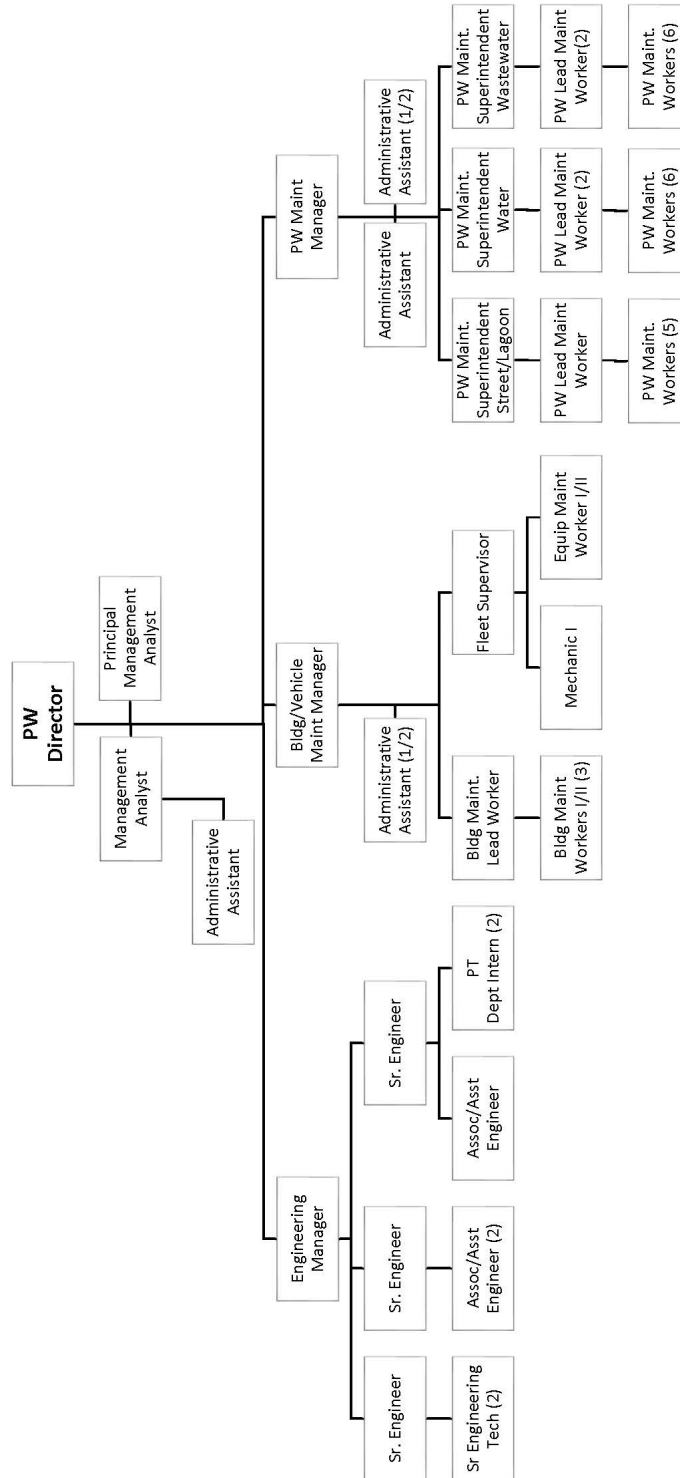
### **Solid Waste Program**

- The compost procurement requirements of SB 1383 are “stepped up” from rate year 2022 through rate year 2024, which will impact the overall cost of solid waste service. Funding sources are continuing to be identified for these procurements through grant funds and rate revenue.

### **Solar Rebate Program**

- The Solar Rebate fund was established from the conversion of PG&E Rule 20A credits to \$200,000 cash. This funding source is no longer available. There are estimated to be approximately \$46,000 uncommitted funds remaining as of June 30, 2024. Over the past five years, on average, approximately twelve (12) grants have been awarded annually, meaning that this incentive program is likely to sunset in four (4) to five (5) years unless a new funding source is identified and/or additional funding is appropriated now or in the coming years.

PUBLIC WORKS DEPARTMENT  
Fiscal Year 2024-2025



**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
**PUBLIC WORKS**  
**GENERAL FUND**  
Annual Budget Appropriation for Fiscal Year

	<b>2023-24</b>		<b>2024-25</b>
	<b>APPROVED</b>	<b>PROJECTED</b>	<b>REQUESTED</b>
ADMINISTRATION & ENGINEERING	\$2,062,992	\$2,133,952	\$2,063,206
LAGOON & LEVEES	\$1,203,894	\$1,216,848	\$1,483,058
STREETS	\$1,285,079	\$1,296,963	\$1,637,719
SOLID WASTE RATE STABILIZATION	\$28,000	\$131,482	\$51,000
SOLAR REBATE	\$25,000	\$25,000	\$25,000
<b>TOTAL FOR PUBLIC WORKS</b>	<b>\$4,604,965</b>	<b>\$4,804,245</b>	<b>\$5,259,983</b>

	<b>2023-24</b>		<b>2024-25</b>
	<b>APPROVED</b>	<b>PROJECTED</b>	<b>REQUESTED</b>
EMPLOYEE SERVICES	\$2,996,734	\$3,028,117	\$3,306,638
SERVICES AND SUPPLIES	\$1,696,430	\$1,863,805	\$1,848,210
CAPITAL OUTLAY	\$0	\$0	\$0
Subtotal (Total Department-Controlled Expenses)	\$4,693,164	\$4,891,922	\$5,154,848
INTERNAL SERVICES	\$685,976	\$686,498	\$836,313
Subtotal (Total Department Expenses before Reallocations)	\$5,379,140	\$5,578,420	\$5,991,161
REALLOCATIONS	(\$774,175)	(\$774,175)	(\$731,178)
<b>TOTAL FOR PUBLIC WORKS</b>	<b>\$4,604,965</b>	<b>\$4,804,245</b>	<b>\$5,259,983</b>



**Public Works Department**  
**Staffing (Full Time Equivalents)**

<b>Full Time Position</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>
Administrative Assistant I/II	2.000	3.000	3.000
Engineering Manager	1.000	1.000	1.000
Junior/Assistant/Associate Engineer	5.000	3.000	3.000
Maintenance Manager	1.000	1.000	1.000
Management Coordinator	1.000	0.000	0.000
Management Analyst	0.000	1.000	1.000
Principal Management Analyst	1.000	1.000	1.000
Public Works Director/City Engineer	1.000	1.000	1.000
PW Maint Worker/ MW1/MW2*	16.000	16.000	17.000
PW Maintenance Lead Worker	5.000	5.000	5.000
PW Maintenance Superintendent	3.000	3.000	3.000
Senior Engineer	1.000	3.000	3.000
Senior Engineering Technician	2.000	2.000	2.000
Vehicle & Bldg Manager	1.000	1.000	1.000
Fleet Supervisor**	0.000	0.000	1.000
Mechanic	1.000	1.000	1.000
Equipment Maintenance Worker	1.000	1.000	1.000
Building Maintenance Lead Worker	1.000	1.000	1.000
Building Maintenance Worker I/II	3.000	3.000	3.000
<b>Total Full Time Positions</b>	<b>46.000</b>	<b>47.000</b>	<b>49.000</b>
<b>Part Time without Benefits Position</b>			
Department Interns (2)	1.000	1.000	1.000
<b>Total Part Time without Benefits Positions</b>	<b>2.000</b>	<b>1.000</b>	<b>1.000</b>
<b>Total Full Time Equivalents</b>	<b>48.000</b>	<b>48.000</b>	<b>50.000</b>

\* Add One PW Maintenance Worker for Street/Lagoon

\*\* Add Fleet Supervisor

**DETAIL LINE ITEM: 001-0910 Public Works - Administration & Engineering Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$2,062,992</b>	<b>\$2,063,206</b>	<b>\$214</b>	
<b>Totals Employee Services</b>		<b>\$1,653,342</b>	<b>\$1,676,362</b>	<b>\$23,020</b>	
001-0910-431-41-10	PERMANENT SALARIES	\$1,059,020	\$1,053,810	(\$5,210)	
001-0910-431-41-11	HOURLY & PART TIME SALARY	\$31,200	\$31,200	\$0	
001-0910-431-41-21	PERS RETIREMENT	\$114,678	\$118,431	\$3,753	
001-0910-431-41-35	FLEX ALLOWANCE	\$166,026	\$151,370	(\$14,656)	
001-0910-431-41-36	WORKERS COMPENSATION	\$86,848	\$84,310	(\$2,538)	
001-0910-431-41-39	OTHER FRINGE BENEFITS	\$59,573	\$59,407	(\$166)	
001-0910-431-41-61	EMPLOYEE BENEFIT-PERS UAL	\$135,997	\$177,834	\$41,837	
<b>Totals Internal Services</b>		<b>\$331,155</b>	<b>\$314,861</b>	<b>(\$16,294)</b>	
001-0910-431-41-40	COMPENSATED ABSENCES	\$28,681	\$0	(\$28,681)	
001-0910-431-41-54	PEMHCA	\$8,199	\$8,630	\$431	
001-0910-431-42-44	VEHICLE RENTAL CHARGES	\$53,179	\$55,902	\$2,723	
001-0910-431-42-57	COMM & INFO SERVICES CHGS	\$155,118	\$162,645	\$7,527	
001-0910-431-42-69	BUILDING MAINTENANCE CHG	\$85,978	\$87,684	\$1,706	
<b>Totals Services and Supplies</b>		<b>\$253,800</b>	<b>\$265,700</b>	<b>\$11,900</b>	
001-0910-431-42-40	SPECIAL DEPARTMENTAL SUP	\$4,100	\$4,100	\$0	
001-0910-431-42-40	ENGINEERING TOOLS AND SUPPLIES	\$1,000	\$1,000	\$0	
001-0910-431-42-40	EVENT GIVE-AWAYS	\$600	\$600	\$0	
001-0910-431-42-40	LARGE COPIER SUPPLIES	\$1,500	\$1,500	\$0	
001-0910-431-42-40	REPRODUCIBLE DRAWINGS	\$1,000	\$1,000	\$0	
001-0910-431-42-41	COPY EXPENSE	\$4,500	\$4,500	\$0	
001-0910-431-42-42	POSTAGE EXPENSE	\$1,500	\$1,500	\$0	
001-0910-431-42-43	GENERAL OFFICE SUPPLIES	\$4,000	\$4,000	\$0	
001-0910-431-42-46	MAINT-FACILITY & EQUIP	\$1,000	\$1,000	\$0	
001-0910-431-42-51	CONTRACT, PROF, SPEC SVCS	\$226,000	\$235,000	\$9,000	
001-0910-431-42-51	ENGINEERING ON-CALL SVCS	\$100,000	\$160,000	\$60,000	
001-0910-431-42-51	MISC CONSULTANT SERVICES	\$30,000	\$30,000	\$0	
001-0910-431-42-51	SPEED SURVEY	\$66,000	\$0	(\$66,000)	
001-0910-431-42-51	STAFFING NEEDS ASSESSMENT	\$0	\$45,000	\$45,000	
001-0910-431-42-51	STREET LIGHT DATA CONSULTANT	\$30,000	\$0	(\$30,000)	
001-0910-431-42-53	MEMBERSHIP, DUES, SUBSCRIPT	\$4,000	\$4,400	\$400	
001-0910-431-42-53	PROFESSIONAL ASSOCIATIONS	\$2,400	\$2,400	\$0	
001-0910-431-42-53	PROFESSIONAL LICENSE RENEWAL (3)	\$600	\$1,000	\$400	
001-0910-431-42-53	PROFESSIONAL PUBLICATIONS	\$1,000	\$1,000	\$0	
001-0910-431-42-54	TRAVEL, CONFERENCE, MEETING	\$3,200	\$3,900	\$700	
001-0910-431-42-54	APWA NATIONAL CONGRESS (DIRECTOR)	\$700	\$1,100	\$400	
001-0910-431-42-54	DEPARTMENT RETREAT	\$1,000	\$1,000	\$0	
001-0910-431-42-54	LOCAL MEETINGS	\$700	\$700	\$0	
001-0910-431-42-54	STATE CONFERENCE/WORKSHOP	\$800	\$1,100	\$300	
001-0910-431-42-55	TRAINING	\$5,500	\$7,300	\$1,800	
<b>Totals Reallocation</b>		<b>(\$175,305)</b>	<b>(\$193,717)</b>	<b>(\$18,412)</b>	
001-0910-431-45-05	INDIRECT COST ALLOCATION	(\$175,305)	(\$193,717)	(\$18,412)	

**DETAIL LINE ITEM: 001-0913 Public Works -Solid Waste Rate Stabilization Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$28,000</b>	<b>\$51,000</b>	<b>\$23,000</b>	

<b>Totals Services and Supplies</b>		<b>\$28,000</b>	<b>\$51,000</b>	<b>\$23,000</b>	
001-0913-431-42-51	CONTRACT, PROF, SPEC SVCS	\$28,000	\$51,000	\$23,000	
001-0913-431-42-51	SOLID WASTE RATE STUDY LEGAL FEE	\$28,000	\$0	(\$28,000)	
001-0913-431-42-51	SB 1383 IMPLEMENTATION	\$0	\$51,000	\$51,000	

**DETAIL LINE ITEM: 001-0920 Public Works - Lagoon & Levees Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$1,203,894</b>	<b>\$1,483,058</b>	<b>\$279,164</b>	

<b>Totals Employee Services</b>		<b>\$671,696</b>	<b>\$815,138</b>	<b>\$143,442</b>	
001-0920-431-41-10	PERMANENT SALARIES	\$393,458	\$483,732	\$90,274	1
001-0920-431-41-12	OVERTIME	\$12,608	\$13,282	\$674	
001-0920-431-41-21	PERS RETIREMENT	\$45,660	\$55,717	\$10,057	
001-0920-431-41-35	FLEX ALLOWANCE	\$87,736	\$99,438	\$11,702	
001-0920-431-41-36	WORKERS COMPENSATION	\$33,934	\$41,589	\$7,655	
001-0920-431-41-39	OTHER FRINGE BENEFITS	\$17,583	\$21,514	\$3,931	
001-0920-431-41-61	EMPLOYEE BENEFIT-PERS UAL	\$80,717	\$99,866	\$19,149	

<b>Totals Internal Services</b>		<b>\$152,098</b>	<b>\$206,870</b>	<b>\$54,772</b>	
001-0920-431-42-44	VEHICLE RENTAL CHARGES	\$22,371	\$22,371	\$0	
001-0920-431-41-40	COMPENSATED ABSENCES	\$10,607	\$0	(\$10,607)	
001-0920-431-41-53	LONGEVITY	\$6,300	\$6,300	\$0	
001-0920-431-41-54	PEMHCA	\$2,873	\$2,736	(\$137)	
001-0920-431-42-56	EQUIP REPLACEMENT CHARGES	\$0	\$63,104	\$63,104	
001-0920-431-42-57	COMM & INFO SERVICES CHGS	\$40,124	\$41,223	\$1,099	
001-0920-431-42-69	BUILDING MAINTENANCE CHG	\$69,823	\$71,136	\$1,313	

<b>Totals Services and Supplies</b>		<b>\$380,100</b>	<b>\$461,050</b>	<b>\$80,950</b>	
001-0920-431-42-40	SPECIAL DEPARTMENTAL SUP	\$55,000	\$55,950	\$950	
001-0920-431-42-40	BOOTS AND SAFETY GEAR	\$4,500	\$4,500	\$0	
001-0920-431-42-40	FLOWS TO BAY BUTTONS FOR CATCH BASINS	\$0	\$950	\$950	
001-0920-431-42-40	LAGOON MANAGEMENT PRODUCTS	\$50,000	\$50,000	\$0	
001-0920-431-42-40	SMALL TOOLS	\$500	\$500	\$0	
001-0920-431-42-43	GENERAL OFFICE SUPPLIES	\$1,000	\$1,000	\$0	
001-0920-431-42-45	TOOLS & EQUIP(<5000@ITEM)	\$1,500	\$1,500	\$0	
001-0920-431-42-46	MAINT-FACILITY & EQUIP	\$39,000	\$39,000	\$0	
001-0920-431-42-46	OIL FOR DIESEL ENGINES	\$2,000	\$2,000	\$0	
001-0920-431-42-46	REPAIR MATERIALS	\$17,000	\$17,000	\$0	
001-0920-431-42-46	REPAIR TO DIESEL ENGINES, PUMPS AND CONTROLS	\$20,000	\$20,000	\$0	

**DETAIL LINE ITEM: 001-0920 Public Works - Lagoon & Levees Expenses (Continued)**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
001-0920-431-42-51	CONTRACT, PROF, SPEC SVCS	\$277,000	\$357,000	\$80,000	
001-0920-431-42-51	CATHODIC INSPECTION OF ALUMINUM BULKHEADS	\$7,000	\$7,000	\$0	
001-0920-431-42-51	CATHODIC INSPECTION OF SHEET PILE WALL - LEVEE	\$0	\$35,000	\$35,000	
001-0920-431-42-51	LAB TESTS REQUIRED FOR NPDES	\$20,000	\$20,000	\$0	
001-0920-431-42-51	LAGOON MANAGEMENT PLAN IMPLEMENTATION	\$100,000	\$100,000	\$0	
001-0920-431-42-51	LEVEE MONITORING, MITIGATION & REORTING	\$0	\$45,000	\$45,000	
001-0920-431-42-51	LEVEE SHEET PILES ANNUAL TESTING & ANODE REPLACEMENT	\$10,000	\$10,000	\$0	
001-0920-431-42-51	MOSQUITO ABATEMENT PROGRAM	\$50,000	\$50,000	\$0	
001-0920-431-42-51	MRP 3.0 NPDES IMPLEMENTATION	\$25,000	\$25,000	\$0	
001-0920-431-42-51	NPDES PERMIT FEE	\$22,000	\$22,000	\$0	
001-0920-431-42-51	SMC FLOOD & SEA LEVEL RISE Resiliency AGENCY	\$40,000	\$40,000	\$0	
001-0920-431-42-51	UNIFORM SERVICES	\$3,000	\$3,000	\$0	
001-0920-431-42-53	MEMBERSHIP, DUES, SUBSCRIPT-VARIOUS WATERWAYS MANAGEMENT ASSOCIATIONS	\$350	\$350	\$0	
001-0920-431-42-54	TRAVEL, CONFERENCE, MEETING	\$1,250	\$1,250	\$0	
001-0920-431-42-55	TRAINING	\$5,000	\$5,000	\$0	

**DETAIL LINE ITEM: 001-0930 Public Works - Streets Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$1,285,079</b>	<b>\$1,637,719</b>	<b>\$352,640</b>	
<b>Totals Employee Services</b>		<b>\$671,696</b>	<b>\$815,138</b>	<b>\$143,442</b>	
001-0930-431-41-10	PERMANENT SALARIES	\$393,458	\$483,732	\$90,274	1
001-0930-431-41-12	OVERTIME	\$12,608	\$13,282	\$674	
001-0930-431-41-21	PERS RETIREMENT	\$45,660	\$55,717	\$10,057	
001-0930-431-41-35	FLEX ALLOWANCE	\$87,736	\$99,438	\$11,702	
001-0930-431-41-36	WORKERS COMPENSATION	\$33,934	\$41,589	\$7,655	
001-0930-431-41-39	OTHER FRINGE BENEFITS	\$17,583	\$21,514	\$3,931	
001-0930-431-41-61	EMPLOYEE BENEFIT-PERS UAL	\$80,717	\$99,866	\$19,149	
<b>Totals Internal Services</b>		<b>\$202,723</b>	<b>\$314,582</b>	<b>\$111,859</b>	
001-0930-431-41-40	COMPENSATED ABSENCES	\$10,607	\$0	(\$10,607)	
001-0930-431-41-54	PEMHCA	\$3,785	\$3,696	(\$89)	
001-0930-431-42-56	EQUIP REPLACEMENT CHARGES	\$0	\$120,143	\$120,143	
001-0930-431-42-57	COMM & INFO SERVICES CHGS	\$40,123	\$41,222	\$1,099	
001-0930-431-42-69	BUILDING MAINTENANCE CHG	\$69,823	\$71,136	\$1,313	
001-0930-431-42-44	VEHICLE RENTAL CHARGES - UNITS # 13,14,15,16,23	\$78,385	\$78,385	\$0	
<b>Totals Services and Supplies</b>		<b>\$1,009,530</b>	<b>\$1,045,460</b>	<b>\$35,930</b>	
001-0930-431-42-40	SPECIAL DEPARTMENTAL SUP	\$120,500	\$126,430	\$5,930	
001-0930-431-42-40	BARRICADES AND ACCESSORIES	\$1,000	\$1,000	\$0	
001-0930-431-42-40	BOOTS AND SAFETY GEAR	\$3,500	\$3,500	\$0	
001-0930-431-42-40	CRACK SEAL	\$25,000	\$25,000	\$0	
001-0930-431-42-40	MATERIALS FOR TRAFFIC MARKINGS	\$13,000	\$13,000	\$0	
001-0930-431-42-40	MISC. SUPPLIES	\$1,000	\$1,000	\$0	
001-0930-431-42-40	PAVEMENT MATERIALS	\$25,000	\$25,000	\$0	
001-0930-431-42-40	SANDBAGS, SAND, ROCK MATERIALS	\$8,000	\$8,000	\$0	
001-0930-431-42-40	SEALER AND ASPHALT, CUT BACK	\$4,000	\$4,000	\$0	
001-0930-431-42-40	SIGN REPAIR MATERIALS	\$10,000	\$10,930	\$930	
001-0930-431-42-40	STORM WATER REPAIR MATERIALS	\$20,000	\$20,000	\$0	
001-0930-431-42-40	STREET LIGHTS POLES REPLACEMENT	\$0	\$5,000	\$5,000	
001-0930-431-42-40	TRC PROJECT MATERIALS	\$10,000	\$10,000	\$0	

**DETAIL LINE ITEM: 001-0930 Public Works - Streets Expenses (Continued)**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
001-0930-431-42-43	GENERAL OFFICE SUPPLIES	\$1,500	\$1,500	\$0	
001-0930-431-42-46	MAINT-FACILITY & EQUIP	\$4,000	\$4,000	\$0	
001-0930-431-42-46	LUBRICATING OIL AND GREASE	\$500	\$500	\$0	
001-0930-431-42-46	SMALL EQUIPMENT MAINTENANCE	\$1,500	\$1,500	\$0	
001-0930-431-42-46	TRAFFIC MARKING EQUIPMENT AND PARTS	\$2,000	\$2,000	\$0	
001-0930-431-42-47	RENTS AND LEASES	\$1,500	\$1,500	\$0	
001-0930-431-42-48	UTILITIES & COMMUNICATION	\$175,000	\$205,000	\$30,000	2
001-0930-431-42-51	CONTRACT, PROF, SPEC SVCS	\$699,280	\$699,280	\$0	
001-0930-431-42-51	BATTERY BACK-UP SYSTEM FOR TRAFFIC SIGNALS	\$22,000	\$22,000	\$0	
001-0930-431-42-51	CONCRETE REPAIR	\$62,000	\$62,000	\$0	
001-0930-431-42-51	CONTRACT STAFFING (TRANSFER FROM 4111)	\$52,430	\$52,430	\$0	
001-0930-431-42-51	CURB RAMP INSTALLATION / REPLACEMENT	\$50,000	\$50,000	\$0	
001-0930-431-42-51	MAINTENANCE AND REPAIR OF 2100 STREET LIGHTS	\$67,000	\$67,000	\$0	
001-0930-431-42-51	MAINTENANCE AND REPAIR OF 27 TRAFFIC SIGNALS	\$62,850	\$62,850	\$0	
001-0930-431-42-51	NPDES CONSULTANT SERVICES	\$50,000	\$50,000	\$0	
001-0930-431-42-51	PAVEMENT REPAIR	\$75,000	\$75,000	\$0	
001-0930-431-42-51	RECYCLE AND DISPOSAL OF HAZARDOUS WASTE	\$10,000	\$10,000	\$0	
001-0930-431-42-51	STREET SWEEPING	\$126,000	\$126,000	\$0	
001-0930-431-42-51	RESIDENTIAL SIDEWALK REPAIR PROGRAM	\$100,000	\$100,000	\$0	
001-0930-431-42-51	TRC PROJECT CONSULTANT SERVICES	\$20,000	\$20,000	\$0	
001-0930-431-42-51	UNIFORM SERVICES	\$2,000	\$2,000	\$0	
001-0930-431-42-53	MEMBERSHIP, DUES, SUBSCRIPT	\$1,000	\$1,000	\$0	
001-0930-431-42-54	TRAVEL, CONFERENCE, MEETING	\$1,750	\$1,750	\$0	
001-0930-431-42-55	TRAINING	\$5,000	\$5,000	\$0	
001-0930-431-42-55	TRAINING	\$2,000	\$2,000	\$0	
001-0930-431-42-55	CDL CERTIFICATIONS - NEW REQUIREMENT	\$3,000	\$3,000	\$0	

<b>Totals Reallocation</b>		<b>(\$598,870)</b>	<b>(\$537,461)</b>	<b>\$61,409</b>	
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001-0930-431-45-02	ALLOCATION OF EXP-OTHER	(\$598,870)	(\$537,461)	\$61,409	
001-0930-431-45-02	REALLOCATION FROM PW STREETS (2105-2107.5)	(\$538,870)	(\$497,461)	\$41,409	
001-0930-431-45-02	REALLOCATION FROM PW STREETS (Fund 101)	(\$60,000)	(\$40,000)	\$20,000	

**DETAIL LINE ITEM: 007-0914 Public Works - Solar Incentive Grant Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$25,000</b>	<b>\$25,000</b>	<b>\$0</b>	

<b>Totals Services and Supplies</b>		<b>\$25,000</b>	<b>\$25,000</b>	<b>\$0</b>	
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007-0914-431-42-79	REBATES	\$25,000	\$25,000	\$0	
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**Detailed Analysis:**

Note 1 Add One (1) FTE Maintenance Worker for Street and Lagoon

Note 2 Increase Cost

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# Library Services

The County of San Mateo Library Services Joint Powers Authority (JPA), of which Foster City is a member, operates a library on the ground floor of the Foster City Library / Community Center. The JPA funds the operations of the Library: acquires and maintains book asset inventory, provides personnel to operate the library, etc. Under the JPA, the City owns the building housing the library and is responsible for its maintenance.

**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
**LIBRARY SERVICES**  
**GENERAL FUND**  
Annual Budget Appropriation for Fiscal Year

<b>EXPENDITURES BY CATEGORY:</b>	<b>2023-24</b>		<b>2024-25</b>
	<b>APPROVED</b>	<b>PROJECTED</b>	<b>REQUESTED</b>
EMPLOYEE SERVICES	\$0	\$0	\$0
SERVICES AND SUPPLIES	\$0	\$0	\$0
CAPITAL OUTLAY	\$0	\$0	\$0
Subtotal (Total Department-Controlled Expenses)	\$0	\$0	\$0
INTERNAL SERVICES	\$538,360	\$538,360	\$547,507
Subtotal (Total Department Expenses before Reallocations)	\$538,360	\$538,360	\$547,507
REALLOCATIONS	\$0	\$0	\$0
<b>TOTAL FOR LIBRARY SERVICES</b>	<b>\$538,360</b>	<b>\$538,360</b>	<b>\$547,507</b>

**DETAIL LINE ITEM: 001-1310 - Library Services Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$538,360</b>	<b>\$547,507</b>	<b>\$9,147</b>	
<b>Totals Internal Services</b>		<b>\$538,360</b>	<b>\$547,507</b>	<b>\$9,147</b>	
001-1310-413-42-69	BUILDING MAINTENANCE CHG	\$538,360	\$547,507	\$9,147	

**Detailed Analysis:**

Note                      None



# Property Tax Administration



The property tax administration fee is charged by the County of San Mateo for services rendered in collecting the property taxes for the Estero Municipal Improvement District.

**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
**PROPERTY TAX ADMINISTRATION**  
**GENERAL FUND - DISTRICT**  
Annual Budget Appropriation for Fiscal Year

<b>EXPENDITURES BY CATEGORY:</b>	<b>2023-24</b>		<b>2024-25</b>
	<b>APPROVED</b>	<b>PROJECTED</b>	<b>REQUESTED</b>
EMPLOYEE SERVICES	\$0	\$0	\$0
SERVICES AND SUPPLIES	\$369,609	\$369,609	\$406,600
CAPITAL OUTLAY	\$0	\$0	\$0
Subtotal (Total Department-Controlled Expenses)	\$369,609	\$369,609	\$406,600
INTERNAL SERVICES	\$0	\$0	\$0
Subtotal (Total Department Expenses before Reallocations)	\$369,609	\$369,609	\$406,600
REALLOCATIONS	\$0	\$0	\$0
<b>TOTAL FOR PROPERTY TAX ADMINISTRATION</b>	<b>\$369,609</b>	<b>\$369,609</b>	<b>\$406,600</b>

**DETAIL LINE ITEM: 002-1120 Financial Services/City Treasurer - Property Tax Administration**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$369,609</b>	<b>\$406,600</b>	<b>\$36,991</b>	
<b>Totals Internal Services</b>		<b>\$369,609</b>	<b>\$406,600</b>	<b>\$36,991</b>	
002-1120-415-42-51	PROPERTY TAX ADMINISTRATION FEE	\$369,609	\$406,600	\$36,991	

**Detailed Analysis:**

Note                      None

# Traffic Safety



Revenues are received by the City as its share of fines generated from violations of the State Motor Vehicle Code and expended for traffic safety programs. These funds are eligible to be spent on street and roadway improvements that facilitate traffic safety programs in Foster City. A portion of the costs incurred in the Public Works – Streets Maintenance Division are charged to the Traffic Safety Fund as an expenditure reallocation.

**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
**PUBLIC WORKS**  
**TRAFFIC SAFETY FUND (Fund 101)**  
**Annual Budget Appropriation for Fiscal Year**

EXPENDITURES BY CATEGORY	2023-24		2024-25
	APPROVED	PROJECTED	REQUESTED
EMPLOYEE SERVICES	\$0	\$0	\$0
SERVICES AND SUPPLIES	\$0	\$0	\$0
CAPITAL OUTLAY	\$0	\$0	\$0
Subtotal (Total Department-Controlled Expenses)	\$0	\$0	\$0
INTERNAL SERVICES	\$0	\$0	\$0
Subtotal (Total Department Expenses before Reallocations)	\$0	\$0	\$0
REALLOCATIONS	\$60,000	\$60,000	\$40,000
<b>TOTAL FOR TRAFFIC SAFETY</b>	<b>\$60,000</b>	<b>\$60,000</b>	<b>\$40,000</b>

**DETAIL LINE ITEM: 101 Traffic Safety Fund Expense**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$60,000</b>	<b>\$40,000</b>	<b>(\$20,000)</b>	
<b>Totals Reallocation</b>		<b>\$60,000</b>	<b>\$40,000</b>	<b>(\$20,000)</b>	
101-0930-431-42-63	ALLOCATION OF OVERHEAD - REALLOCATION FROM PW STREETS	\$60,000	\$40,000	(\$20,000)	

**Detailed Analysis:**

Note                      None

# Gas Tax



The State of California imposes excise taxes on various transportation fuels and apportions those taxes based upon state law to the City. There are two separate funds to account for these gas taxes.

## Gas Tax (Section 2105-2107.5)

Historically, Gas Taxes of 18 cents per gallon of fuel sold statewide were remitted to the City in accordance with the Streets and Highways Code under the four following sections:

- Section 2105(b) – Allocation of tax revenues above 9 cents per gallon based on city population.
- Section 2106 – Revenues equal to 1.04 cents per gallon subject to a flat amount of \$400 per month plus any residual based on registered vehicles in the county
- Section 2107 – allocations ranging from 1.315 cents per gallon of gasoline to 2.59 cents per gallon of LP Gas based on population
- Section 2107.5 – Flat allocation based on city size (\$6,000 for Foster City based on population between 25,000 and 50,000)

These funds are eligible to be spent for engineering, construction and maintenance of city streets. The City has chosen to allocate expenses related to the City / County Association of Governments Congestion Management and Relief Plans in the Council/Board division as eligible expenditures for reimbursement from these Gas Tax revenues, as well as all costs associated with Streets Maintenance under the Public Works – Streets Division in the General Fund up to the full amount of gas tax revenues expected in each budget year.

## Gas Tax (Section 2103)

As part of the State's attempt to solve its budgetary deficit in FY 2010-2011, the State passed legislation by creating a new section in the Streets and Highway Code:

- Section 2103 – Allocation of funds from a new motor vehicle fuel excise tax (17.3 cents per gallon) that replaces previous city and county allocations from the Proposition 42 sales tax on gasoline. Forty-four percent (44%) of the amount collected is allocated to cities and counties based on a prorata share of the total of the other gas taxes in Sections 2105-2107.5 above.

When the legislation was passed, Section 2103 revenues were intended for the same purposes as the Proposition 42 revenues, which were intended for streets and roadways infrastructure projects. However, clean-up legislation was signed by the Governor in light of the passage of Propositions 22 and 26 in November 2010 that changes the characterization of those revenues and allows them to be used for the same purposes as the other Gas Tax revenues (Sections 2105-2107.5).

The City has elected to retain the Gas Tax (Section 2103) revenues for purposes of funding streets and roadway capital improvement projects in future years. The Budget for this fiscal year also includes the use of gas tax revenues for street maintenance activities within the Streets Division and annual C/CAG assessment in the Council/Board Department.

**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
**PUBLIC WORKS**  
**GAS TAX FUND (Fund 103)**  
**Annual Budget Appropriation for Fiscal Year**

EXPENDITURES BY CATEGORY	2023-24		2024-25
	APPROVED	PROJECTED	REQUESTED
EMPLOYEE SERVICES	\$0	\$0	\$0
SERVICES AND SUPPLIES	\$0	\$0	\$0
CAPITAL OUTLAY	\$0	\$0	\$0
Subtotal (Total Department-Controlled Expenses)	\$0	\$0	\$0
INTERNAL SERVICES	\$0	\$0	\$0
Subtotal (Total Department Expenses before Reallocations)	\$0	\$0	\$0
REALLOCATIONS	\$645,549	\$645,549	\$609,000
<b>TOTAL FOR TRAFFIC SAFETY</b>	<b>\$645,549</b>	<b>\$645,549</b>	<b>\$609,000</b>

**DETAIL LINE ITEM**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$645,549</b>	<b>\$609,000</b>	<b>(\$36,549)</b>	
<b>Totals Reallocation</b>		<b>\$645,549</b>	<b>\$609,000</b>	<b>(\$36,549)</b>	
103-0930-431-42-63	ALLOCATION OF OVERHEAD-REALLOCATION FROM PW STREETS (2105-2107.5)	\$538,870	\$497,461	(\$41,409)	
103-1010-413-42-63	ALLOCATION OF OVERHEAD-REALLOCATION FROM COUNCIL/BOARD	\$106,679	\$111,539	\$4,860	

**Detailed Analysis:**

Note                      None

# SLESF/COPS Grant



SLESF/COPS Grant Funding – In previous years, the City received \$100,000 from the State of California under the Citizens Option for Public Safety (COPS) program, a Special Revenue Fund. These funds have been the subject of intense debate during the last few State budget cycles. The current State budget proposal includes funding for FY 2024-25. Based on this information, the City is projecting to receive this State funding of \$100,000 for FY 2024-25.

**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
**POLICE**  
**SLESF / COPS GRANT (Fund 108)**  
**Annual Budget Appropriation for Fiscal Year**

<b>EXPENDITURES BY CATEGORY</b>	<b>2023-24</b>		<b>2024-25</b>
	<b>APPROVED</b>	<b>PROJECTED</b>	<b>REQUESTED</b>
EMPLOYEE SERVICES	\$100,000	\$100,000	\$100,000
SERVICES AND SUPPLIES	\$0	\$0	\$0
CAPITAL OUTLAY	\$0	\$0	\$0
Subtotal (Total Department-Controlled Expenses)	\$100,000	\$100,000	\$100,000
INTERNAL SERVICES	\$0	\$0	\$0
Subtotal (Total Department Expenses before Reallocations)	\$100,000	\$100,000	\$100,000
REALLOCATIONS	\$0	\$0	\$0
<b>TOTAL FOR SLESF/COPS GRANT</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>

<b>DETAIL LINE ITEM</b>					
<b>Account String</b>	<b>Object Name / Description</b>	<b>FY 23-24 Budget</b>	<b>FY 24-25 Requested</b>	<b>Increase (Decrease)</b>	<b>Note</b>
<b>Totals</b>		<b>\$100,000</b>	<b>\$100,000</b>	<b>\$0</b>	

<b>Totals Employee Services</b>		<b>\$100,000</b>	<b>\$100,000</b>	<b>\$0</b>	
108-0620-421-41-10	PERMANENT SALARIES	\$100,000	\$100,000	\$0	

**Detailed Analysis:**

Note                      None





In 2004, the City of Foster City took the initiative to create and launch a recruitment website for advertising public sector employment opportunities, which also functions as an applicant tracking and processing tool. This entrepreneurial endeavor was developed by the Human Resources Department in partnership with the Information Technology Division. The Human Resources Department administers the program, handling all aspects of marketing and relationships with over 200 employer clients. Job seekers can log on to one web site and search for career opportunities in the public sector, post their resumes, and apply for open jobs. Because of a rise in CalOpps maintenance and server costs, there will be an increase of 2.6% on the agency fees. Employers will be charged an initiation fee of up to \$7,121 to join CalOpps, and then an annual maintenance fee of \$4,078. Agencies can also opt not to become members and pay to advertise on the site for a fee of \$582 per job posting. A job seeker incurs no cost to submit applications or create a user profile.

The City benefits from the creation and maintenance of this entrepreneurial endeavor. The City would otherwise process all recruitments manually through paper applications and scoring, or contract with a similar service at a significant cost. The use of web-based technology increases the quality of the applicant pool and decreases time spent on recruitment by approximately 60%, allowing staff to focus on more strategic City endeavors. If Foster City purchased these recruitment services from another vendor, the cost would be approximately \$15,000 annually. This is an expense that the City does not incur, but rather enjoys at no cost to the City.

Annual costs of approximately \$172,000 for application support, website hosting, and other services and supplies are included in the CalOpps.org Fund. The City/District General Fund does not provide the funding for CalOpps, and staff hours spent on CalOpps administration including the services of the consultants is funded by CalOpps membership fees.

CalOpps signifies an important partnership of over 160 governmental entities and strives to continue to provide public sector recruitment services at an affordable cost to employers while fully recovering the annual cost to the City and establishing reserves for future expenses and upgrades.

## **RESOURCES REQUIRED**

CalOpps is a self-supporting initiative accounted for in the City's Special Revenue Funds (Fund #114). Resources required include the following:

- Personnel Allocations – Allocations of 10% of the Administrative Service Director, 5% of one Human Resources Manager, 5% of one Human Resources Analyst, 10% of one Human Resources Technician, and 40% of the Administrative Assistant II are charged to the fund on an annual basis.
- Internal Services Charges – Support hardware and software replacement charges from the Information Technology Internal Services Fund are allocated to the fund. Support from Finance for billing are also allocated to the fund.
- Supplies – Miscellaneous supply and copy expenses are borne by the City for the CalOpps program.
- Consulting Services – Fees associated with managing enhancements to the CalOpps system by Urban Insight, the managing vendor for CalOpps.
- Website hosting – Fees associated with hosting of the servers by Mission Cloud.

**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
**HUMAN RESOURCES**  
**CALOPPS (Fund 114)**  
Annual Budget Appropriation for Fiscal Year

<b>EXPENDITURES BY CATEGORY</b>	<b>2023-24</b>		<b>2024-25</b>
	<b>APPROVED</b>	<b>PROJECTED</b>	<b>REQUESTED</b>
EMPLOYEE SERVICES	\$178,210	\$180,279	\$173,582
SERVICES AND SUPPLIES	\$506,350	\$506,350	\$161,350
CAPITAL OUTLAY	\$0	\$0	\$0
<i>Subtotal (Total Department-Controlled Expenses)</i>	<i>\$684,560</i>	<i>\$686,629</i>	<i>\$334,932</i>
INTERNAL SERVICES	\$25,834	\$25,866	\$45,746
<i>Subtotal (Total Department Expenses before Reallocations)</i>	<i>\$710,394</i>	<i>\$712,495</i>	<i>\$380,678</i>
REALLOCATIONS	\$70,555	\$70,555	\$85,362
<b>TOTAL FOR CALOPPS FUND</b>	<b>\$780,949</b>	<b>\$783,050</b>	<b>\$466,040</b>

**DETAIL LINE ITEM: 114 - CalOpps Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$780,949</b>	<b>\$466,040</b>	<b>(\$314,909)</b>	
<b>Totals Employee Services</b>		<b>\$178,210</b>	<b>\$173,582</b>	<b>(\$4,628)</b>	
114-1210-415-41-10	PERMANENT SALARIES	\$111,461	\$113,563	\$2,102	
114-1210-415-41-21	PERS RETIREMENT	\$12,645	\$12,654	\$9	
114-1210-415-41-35	FLEX ALLOWANCE	\$23,802	\$16,338	(\$7,464)	
114-1210-415-41-36	WORKERS COMPENSATION	\$424	\$954	\$530	
114-1210-415-41-39	OTHER FRINGE BENEFITS	\$7,395	\$6,056	(\$1,339)	
114-1210-415-41-61	EMPLOYEE BENEFIT-PERS UAL	\$22,483	\$24,017	\$1,534	
<b>Totals Internal Services</b>		<b>\$25,834</b>	<b>\$45,746</b>	<b>\$19,912</b>	
114-1210-415-41-40	COMPENSATED ABSENCES	\$2,961	\$0	(\$2,961)	
114-1210-415-42-57	COMM & INFO SERVICES CHGS	\$22,873	\$45,746	\$22,873	
<b>Totals Services and Supplies</b>		<b>\$506,350</b>	<b>\$161,350</b>	<b>(\$345,000)</b>	
114-1210-415-42-41	COPY EXPENSE	\$500	\$500	\$0	
114-1210-415-42-48	UTILITIES & COMMUNICATION	\$143,450	\$143,450	\$0	
114-1210-415-42-48	APPLICATION SUPPORT	\$80,000	\$80,000	\$0	
114-1210-415-42-48	COMMUNICATION COSTS - WEBSITE HOSTING	\$37,200	\$37,200	\$0	
114-1210-415-42-48	Infrastructure Maintenance (Mission Cloud)	\$25,000	\$25,000	\$0	
114-1210-415-42-48	TRANSACTION EMAIL	\$1,250	\$1,250	\$0	
114-1210-415-42-49	ADVERTISING/PUBLICITY	\$7,400	\$7,400	\$0	
114-1210-415-42-51	CONTRACT, PROF, SPEC SVCS	\$355,000	\$10,000	(\$345,000)	
114-1210-415-42-51	CONTRACTUAL SERVICES	\$10,000	\$10,000	\$0	
114-1210-415-42-51	DRUPAL MIGRATION	\$345,000	\$0	(\$345,000)	1
<b>Totals Reallocation</b>		<b>\$70,555</b>	<b>\$85,362</b>	<b>\$14,807</b>	
114-1210-415-42-63	ALLOCATION OF OVERHEAD	\$70,555	\$85,362	\$14,807	

**Detailed Analysis:**

Note 1 Will request carryover to FY 24-25 in August 2024

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# Foster City Foundation



From time to time, the City receives donations from individuals and organizations designated by the donors to fund various City programs, services, and/or improvement projects. The City is the administrator of those funds. Such donations are kept separate from the General Fund in the Foster City Foundation Fund.

**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
CITY MANAGER  
FOSTER CITY FOUNDATION (Fund 116)  
Annual Budget Appropriation for Fiscal Year

EXPENDITURES BY CATEGORY	2023-24		2024-25
	APPROVED	PROJECTED	REQUESTED
EMPLOYEE SERVICES	\$0	\$0	\$0
SERVICES AND SUPPLIES	\$136,250	\$136,250	\$85,000
CAPITAL OUTLAY	\$0	\$0	\$0
Subtotal (Total Department-Controlled Expenses)	\$136,250	\$136,250	\$85,000
INTERNAL SERVICES	\$0	\$0	\$0
Subtotal (Total Department Expenses before Reallocations)	\$136,250	\$136,250	\$85,000
REALLOCATIONS	\$0	\$0	\$0
<b>TOTAL FOR FOSTER CITY FOUNDATION FUND</b>	<b>\$136,250</b>	<b>\$136,250</b>	<b>\$85,000</b>

**DETAIL LINE ITEM: 116 - Foster City Foundation Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals Foster City Foundation Expenses</b>		<b>\$136,250</b>	<b>\$85,000</b>	<b>(\$51,250)</b>	
<b>Totals Parks &amp; Recreation</b>		<b>\$125,000</b>	<b>\$75,000</b>	<b>(\$50,000)</b>	
<b>Totals Services and Supplies - Parks &amp; Recreation</b>		<b>\$125,000</b>	<b>\$75,000</b>	<b>(\$50,000)</b>	
116-0510-451-42-65	MISC EXPENSE	\$125,000	\$75,000	(\$50,000)	1
<b>Totals Police - Chief's Office</b>		<b>\$10,000</b>	<b>\$10,000</b>	<b>\$0</b>	
<b>Totals Services and Supplies - Police</b>		<b>\$10,000</b>	<b>\$10,000</b>	<b>\$0</b>	
116-0610-421-42-65	MISC EXPENSE	\$10,000	\$10,000	\$0	
<b>Totals Public Works</b>		<b>\$1,250</b>	<b>\$0</b>	<b>(\$1,250)</b>	
<b>Totals Services and Supplies - Public Works</b>		<b>\$1,250</b>	<b>\$0</b>	<b>(\$1,250)</b>	
116-0910-431-42-65	MISC EXPENSE	\$1,250	\$0	(\$1,250)	

**Detailed Analysis:**

Note

- 1 Due to Rec Center closure in late August, anticipate loss of sponsorship due to cancellation of some large special events. Expenses reduced accordingly. Expenditures include funding for 4th of July event costs.

# Senate Bill 1



On April 28, 2017, the Governor signed Senate Bill (SB) 1, known as the Road Repair and Accountability Act of 2017, creating the Local Partnership Program to provide funding to jurisdictions for road maintenance/rehabilitation and other types of transportation improvement projects. For Foster City, funds will most often be used for pavement rehabilitation types of projects.

These funds are transferred for Capital Improvement expenditures.

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# Low- and Moderate-Income Housing Fund (LMIHF)



## Low and Moderate Income Housing Fund - 122

The LMIH Fund was established in FY 2012-2013 as a result of the passage of ABx1 26 by the State on June 29, 2011 that dissolved redevelopment agencies in California. The legislation, which was upheld by ruling of the California Supreme Court on December 29, 2011, dissolved agencies on January 31, 2012. On January 9, 2012, the City Council exercised its right under the legislation to become the Successor Housing Agency to the former Agency. All non-cash housing assets and obligations, including eight (8) affordable housing units formerly owned and operated by the Agency under the Existing Unit Purchase Program (EUPP) and loans receivable from the Metro Center Senior Housing Project and individual borrowers under the former first Time Homebuyers Program, were transferred to the City Affordable Housing Fund effective February 1, 2012. In addition, continuing obligations of the Successor Agency to the Community Development Agency, including affordable housing obligations related to Marlin Cove, the Plaza, and Miramar and monitoring affordable housing covenants in various developments, are funded from the tax increment received by the Successor Agency and included in this fund. They are not included in the budget for the City Affordable Housing Fund (Fund 124).

The budget for FY 2023-2024 for the LMIH Fund includes continued expenditures related to operating and maintaining the remaining six (6) affordable housing units in the Existing Unit Purchase Program, including property management services, landscaping, repairs and maintenance costs, and homeowners' association dues, obligations related to Marlin Cove, Miramar, and the Plaza, as well as initiatives that were formerly funded by the Agency that support and enhance the availability of affordable housing in Foster City.

Revenues going into the LMIH Fund include rental income and loan repayments. The City Council has set a goal of maintaining a \$300,000 fund balance as a reserve for capital expenditures related to the affordable housing units owned by the City. (Note: these funds are distinguished from the City Affordable Housing Funds as they are restricted for the use of low- to moderate-income housing based on California Health & Safety Code §34176 et. seq. or through enacted legislation and which are considered legally enforceable to be used exclusively for the provision of affordable housing in the community.)

**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
**COMMUNITY DEVELOPMENT**  
**LMIHAF HOUSING SUCCESSOR FUNDS (Fund 122)**  
**Annual Budget Appropriation for Fiscal Year**

<b>DIVISION</b>	<b>2023-24</b>		<b>2024-25</b>
	<b>APPROVED</b>	<b>PROJECTED</b>	<b>REQUESTED</b>
HOUSING	\$120,120	\$251,580	\$120,120
HOMELESS PREVENTION	\$5,000	\$5,000	\$5,000
DEVELOPMENT AFFORD HSNB	\$21,500	\$21,500	\$31,264
<b>TOTAL FOR LMIHAF - HOUSING SUCCESSOR</b>	<b>\$146,620</b>	<b>\$278,080</b>	<b>\$156,384</b>

<b>EXPENDITURES BY CATEGORY</b>	<b>2023-24</b>		<b>2024-25</b>
	<b>APPROVED</b>	<b>PROJECTED</b>	<b>REQUESTED</b>
EMPLOYEE SERVICES	\$10,000	\$10,000	\$19,764
SERVICES AND SUPPLIES	\$136,620	\$268,080	\$136,620
CAPITAL OUTLAY	\$0	\$0	\$0
Subtotal (Total Department-Controlled Expenses)	\$146,620	\$278,080	\$156,384
INTERNAL SERVICES	\$0	\$0	\$0
Subtotal (Total Department Expenses before Reallocations)	\$146,620	\$278,080	\$156,384
REALLOCATIONS	\$0	\$0	\$0
<b>TOTAL FOR LMIHAF-HOUSING SUCCESSOR</b>	<b>\$146,620</b>	<b>\$278,080</b>	<b>\$156,384</b>

**DETAIL LINE ITEM: 122-0832 LMIHF - Monitor & Preserve Long-Term Affordability Exp**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$120,120</b>	<b>\$120,120</b>	<b>\$0</b>	
<b>Totals Services and Supplies</b>		<b>\$120,120</b>	<b>\$120,120</b>	<b>\$0</b>	
122-0832-463-42-51	CONTRACT, PROF, SPEC SVCS	\$27,000	\$27,000	\$0	
122-0832-463-42-51	HOUSING STAFFING ADMINISTRATION - MONITORING	\$25,000	\$25,000	\$0	
122-0832-463-42-51	LEGAL SERVICES	\$2,000	\$2,000	\$0	
122-0832-463-42-81	MANAGEMENT FEE-HIP	\$18,120	\$18,120	\$0	
122-0832-463-42-84	REPAIR & MAINT-HIP	\$30,000	\$30,000	\$0	
122-0832-463-42-85	LANDSCAPE & PEST CONTROL	\$10,000	\$10,000	\$0	
122-0832-463-42-86	HSINGSTAFFADMIN-EXISTUNIT	\$10,000	\$10,000	\$0	
122-0832-463-42-87	CONTINGENCY MAJOR REPAIRS	\$25,000	\$25,000	\$0	

**DETAIL LINE ITEM: 122-0836 LMIHF - Homeless Prevention & Rapid Rehousing Svcs Exp**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$5,000</b>	<b>\$5,000</b>	<b>\$0</b>	
<b>Totals Services and Supplies</b>		<b>\$5,000</b>	<b>\$5,000</b>	<b>\$0</b>	
122-0836-463-42-51	CONTRACT, PROF, SPEC SVCS-HIP HOUSING HOMESHARE PROGRAM	\$5,000	\$5,000	\$0	

**DETAIL LINE ITEM: 122-0837 LMIHF - Development Affordable Housing Exp**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$21,500</b>	<b>\$31,131</b>	<b>\$9,631</b>	
<b>Totals Employee Services</b>		<b>\$10,000</b>	<b>\$19,631</b>	<b>\$9,631</b>	
122-0837-463-41-10	PERMANENT SALARIES	\$10,000	\$14,723	\$4,723	
122-0837-463-41-21	PERS RETIREMENT	\$0	\$1,675	\$1,675	
122-0837-463-41-35	FLEX ALLOWANCE	\$0	\$2,276	\$2,276	
122-0837-463-41-36	WORKERS COMPENSATION	\$0	\$45	\$45	
122-0837-463-41-39	OTHER FRINGE BENEFITS	\$0	\$912	\$912	
122-0837-463-41-40	COMPENSATED ABSENCES	\$0	\$0	\$0	
<b>Totals Services and Supplies</b>		<b>\$11,500</b>	<b>\$11,500</b>	<b>\$0</b>	
122-0837-463-42-53	MEMBERSHIP,DUES,SUBSCRIPT	\$11,500	\$11,500	\$0	

**Detailed Analysis:**

Note                      None

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# City Affordable Housing Fund



The City Affordable Housing Fund was established for FY 2012-2013 as a result of the passage of Abx1 26 by the State on June 29, 2011 that dissolved redevelopment agencies in California. The legislation, which was upheld by ruling of the California Supreme Court on December 29, 2011 dissolved agencies on January 31, 2012. In FY 2012-2013. The City received \$3.3 million of one-time “boomerang” funds that were the City/EMID share of the one-time “sweep” by the State of \$12.1 million of the Community Development Agency’s housing funds that were not already obligated. The City Council chose to dedicate these funds to funding affordable housing projects. In FY 2014-2015, the expenditure of \$4.75 million was made from the City Affordable Housing Fund to assist the affordable housing project to be constructed on the Foster Square site by MidPen Housing (Alma Point). These funds are expended in the form of a loan payable from future residual income from the property. The loan was funded through the \$3.3 million of one-time “boomerang” funds as indicated above, plus a contribution by TNHC-HW Foster City LLC, the master developer of the Foster Square Project, totaling \$1.45 million upon the close of escrow of the 15-acre site formerly owned by the City.

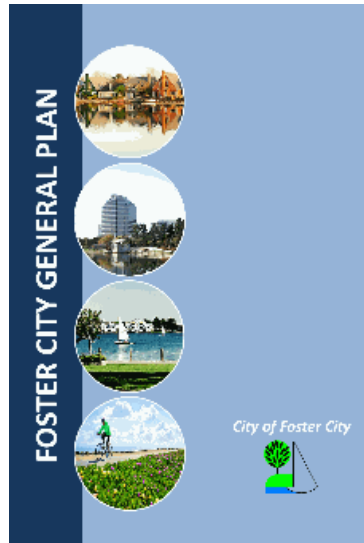
The Affordable Housing Fund may be used at the discretion of the City Council for affordable housing.

Revenues going to the Affordable Housing Fund include commercial linkage fees. In December 2016, the City Council adopted Ordinance 606, establishing Chapter 17.88, Affordable Housing Commercial Linkage Fee, which became effective in February 2017. The Commercial Linkage Fee provides a mechanism for commercial development to pay a fee to offset the impacts of the development on the need for affordable housing. Revenues from the Commercial Linkage Fee are deposited into the City Affordable Housing Fund.

The Affordable Housing Fund is distinguished from the LMIH Fund in that Affordable Housing funds may be used at the discretion of the City Council for affordable housing, as opposed to LMIH Fund assets which are subject to specific restrictions for spending and recording by state law.

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# GENERAL PLAN- BUILDING AND CONSTRUCTION ORDINANCE- ZONING CODE MAINTENANCE FUND



This fee was established as part of the FY 2011-2012 budget. The fee provides funding for the unreimbursed State mandated costs of updating and maintaining the City's General Plan, Title 15 Buildings and Construction Ordinance and Title 17 Zoning Ordinance Maintenance. The fee is collected at the time of building permit issuance and is based on the value of the application and provides a dedicated funding source for future General Plan updates and zoning and building code updates without relying on the General Fund.

**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
**COMMUNITY DEVELOPMENT**  
**GENERAL PLAN MAINTENANCE FUND (Fund 128)**  
**Annual Budget Appropriation for Fiscal Year**

<b>DIVISION</b>	<b>2023-24</b>		<b>2024-25</b>
	<b>APPROVED</b>	<b>PROJECTED</b>	<b>REQUESTED</b>
GENERAL PLAN	\$102,400	\$162,400	\$595,350
HOUSING ELEMENT UPDATE	\$5,000	\$5,000	\$0
<b>TOTAL FOR GENERAL PLAN MAINTENANCE FUND</b>	<b>\$107,400</b>	<b>\$167,400</b>	<b>\$595,350</b>

<b>EXPENDITURES BY CATEGORY</b>	<b>2023-24</b>		<b>2024-25</b>
	<b>APPROVED</b>	<b>PROJECTED</b>	<b>REQUESTED</b>
EMPLOYEE SERVICES	\$5,000	\$5,000	\$112,950
SERVICES AND SUPPLIES	\$102,400	\$162,400	\$482,400
CAPITAL OUTLAY	\$0	\$0	\$0
Subtotal (Total Department-Controlled Expenses)	\$107,400	\$167,400	\$595,350
INTERNAL SERVICES	\$0	\$0	\$0
Subtotal (Total Department Expenses before Reallocations)	\$107,400	\$167,400	\$595,350
REALLOCATIONS	\$0	\$0	\$0
<b>TOTAL FOR GENERAL PLAN MAINTENANCE</b>	<b>\$107,400</b>	<b>\$167,400</b>	<b>\$595,350</b>



**DETAIL LINE ITEM: 128-0838 - General Plan Maintenance Fund - General Govt**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>	<b>128-0838 - General Plan Maintenance Fund - General Govt</b>	<b>\$102,400</b>	<b>\$595,350</b>	<b>\$492,950</b>	
<b>Totals Employee Services</b>		<b>\$0</b>	<b>\$112,950</b>	<b>\$112,950</b>	
128-0838-419-41-10	PERMANENT SALARIES	\$0	\$83,090	\$83,090	
128-0838-419-41-21	PERS RETIREMENT	\$0	\$9,456	\$9,383	
128-0838-419-41-35	FLEX ALLOWANCE	\$0	\$11,378	\$11,378	
128-0838-419-41-36	WORKERS COMPENSATION	\$0	\$3,963	\$3,963	
128-0838-419-41-39	OTHER FRINGE BENEFITS	\$0	\$5,063	\$5,029	
128-0838-419-41-40	COMPENSATED ABSENCES	\$0	\$0	\$0	

<b>Totals Services and Supplies</b>		<b>\$102,400</b>	<b>\$482,400</b>	<b>\$380,000</b>	
128-0838-419-42-51	CONTRACT, PROF, SPEC SVCS	\$100,000	\$480,000	\$380,000	1
128-0838-419-42-51	GENERAL PLAN IMPLEMENTATION	\$50,000	\$50,000	\$0	
128-0838-419-42-51	BICYCLE/PEDESTRIAN MASTER PLAN CONSULTANT	\$0	\$160,000	\$160,000	
128-0838-419-42-51	CODE UPDATES & HOUSING ELEMENT IMPLEMENTATION	\$0	\$50,000	\$50,000	
128-0838-419-42-51	GENERAL PLAN UPDATE KICK-OFF	\$0	\$50,000	\$50,000	
128-0838-419-42-51	OBJECTIVE DESIGN STANDARDS-UPP	\$50,000	\$0	(\$50,000)	
128-0838-419-42-51	PRE-APPROVED ADU/JADU DESIGNS	\$0	\$50,000	\$50,000	
128-0838-419-42-51	SINGLE-FAMILY & ADU OBJECTIVE DESIGN & DEVELOPMENT STANDARDS	\$0	\$120,000	\$120,000	
128-0838-419-42-53	MEMBERSHIP,DUES,SUBSCRIPT	\$2,400	\$2,400	\$0	

**DETAIL LINE ITEM: 128-0845 General Plan Maintenance Fund - Housing Element**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>	<b>128-0845 - General Plan Maintenance Fund - Housing Element</b>	<b>\$5,000</b>	<b>\$0</b>	<b>(\$5,000)</b>	
<b>Totals Employee Services</b>		<b>\$5,000</b>	<b>\$0</b>	<b>(\$5,000)</b>	
128-0845-419-41-10	PERMANENT SALARIES	\$5,000	\$0	(\$5,000)	

**Detailed Analysis:**

Note 1

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# Construction and Demolition Fund



The Construction and Demolition Fund was created in Fiscal Year 2005-2006 to support the implementation of the Construction and Demolition Ordinance (Chapter 15.44 Recycling and Salvaging of Construction and Demolition Debris, Title 15, Buildings and Construction).

In FY 2016-2017, the City Council adopted the new CalGreen Building Code, which further refines waste diversion requirements and in FY 2019-2018 the City's Chapter 15.44 was updated accordingly.

Under both CalGreen and the City's ordinance, specific construction and demolition projects must submit Waste Management Plans as a condition of their building permit. The Waste Management Plan estimates the tons of material that will be generated by the project, and delineates how the contractor will maximize recycling of debris and other waste generated from the project. The ordinance requires that a refundable deposit be submitted based on the estimate of the debris that will be generated. As a condition of return of the deposit, the applicant must provide documentation demonstrating that it has diverted the requisite waste from the projects.

Applicants who do not provide documentation of waste diversion forfeit the deposit. These forfeitures are placed in this fund for a broad array of ordinance-defined uses that promote environmental sustainability.

**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
**PUBLIC WORKS**  
**CONSTRUCTION AND DEMOLITION FUND (Fund 129)**  
**Annual Budget Appropriation for Fiscal Year**

EXPENDITURES BY CATEGORY	2023-24		2024-25
	APPROVED	PROJECTED	REQUESTED
EMPLOYEE SERVICES	\$0	\$0	\$0
SERVICES AND SUPPLIES	\$284,750	\$309,750	\$101,500
CAPITAL OUTLAY	\$0	\$0	\$0
Subtotal (Total Department-Controlled Expenses)	\$284,750	\$309,750	\$101,500
INTERNAL SERVICES	\$0	\$0	\$0
Subtotal (Total Department Expenses before Reallocations)	\$284,750	\$309,750	\$101,500
REALLOCATIONS	\$0	\$0	\$0
<b>TOTAL FOR CONST &amp; DEMO RECYCLING FUND</b>	<b>\$284,750</b>	<b>\$309,750</b>	<b>\$101,500</b>

**DETAIL LINE ITEM: 129 - Construction & Demolition Fund Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Note
<b>Totals</b>		<b>\$284,750</b>	<b>\$101,500</b>	<b>(\$183,250)</b>	
<b>Totals Services and Supplies</b>		<b>\$284,750</b>	<b>\$101,500</b>	<b>(\$183,250)</b>	
129-0932-431-42-40	SPECIAL DEPARTMENTAL SUP	\$30,000	\$1,500	(\$28,500)	
129-0932-431-42-42	POSTAGE EXPENSE - PROP 218 MAILING POSTAGE	\$2,500	\$2,500	\$0	
129-0932-431-42-49	ADVERTISING/PUBLICITY - LEGAL ADVERTISING - PROP 218	\$750	\$500	(\$250)	
129-0932-431-42-51	CONTRACT, PROF, SPEC SVCS	\$251,000	\$96,500	(\$154,500)	
129-0932-431-42-51	CLIMATE MITIGATION & ADAPTION PLAN (CEQA COMPLIANCE)	\$70,000	\$90,000	\$20,000	
129-0932-431-42-51	EVENTS	\$7,500	\$500	(\$7,000)	
129-0932-431-42-51	GREEN BUILDING CONSULTANT	\$90,000	\$0	(\$90,000)	
129-0932-431-42-51	IMPLEMENTATION OF SB 1383	\$30,000	\$0	(\$30,000)	
129-0932-431-42-51	PROP 218 MAILING	\$3,500	\$3,500	\$0	
129-0932-431-42-51	SOLID WASTE REDUCTION PROGRAMS	\$50,000	\$2,500	(\$47,500)	
129-0932-431-42-79	REBATES - COMPOST BIN INCENTIVE PROGRAM	\$500	\$500	\$0	

**Detailed Analysis:**

Note                      None

# TECHNOLOGY MAINTENANCE FUND



This fee was established in FY 2015-2016. Each year funds are set aside in the Internal Services Account toward the maintenance and eventual replacement of the permitting system. The Community Development Department recommends that a system-wide technology fee be incorporated into the Master Fee schedule to recover the costs and ongoing expenses of the new permitting system.

**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
**COMMUNITY DEVELOPMENT**  
**TECHNOLOGY MAINTENANCE FUND (Fund 130)**  
**Annual Budget Appropriation for Fiscal Year**

EXPENDITURES BY CATEGORY	2023-24		2024-25
	APPROVED	PROJECTED	REQUESTED
EMPLOYEE SERVICES	\$0	\$0	\$0
SERVICES AND SUPPLIES	\$63,868	\$63,868	\$63,868
CAPITAL OUTLAY	\$0	\$0	\$0
Subtotal (Total Department-Controlled Expenses)	\$63,868	\$63,868	\$63,868
INTERNAL SERVICES	\$41,617	\$41,617	\$41,617
Subtotal (Total Department Expenses before Reallocations)	\$105,485	\$105,485	\$105,485
REALLOCATIONS	\$0	\$0	\$0
<b>TOTAL FOR TECHNOLOGY MAINTENANCE</b>	<b>\$105,485</b>	<b>\$105,485</b>	<b>\$105,485</b>

**DETAIL LINE ITEM: 130 - Technology Maintenance Fund Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Notes
<b>Totals</b>		<b>\$105,485</b>	<b>\$105,485</b>	<b>\$0</b>	
<b>Totals Internal Services</b>		<b>\$41,617</b>	<b>\$41,617</b>	<b>\$0</b>	
130-0839-419-42-57	COMM & INFO SERVICES CHGS	\$41,617	\$41,617	\$0	
<b>Totals Services and Supplies</b>		<b>\$63,868</b>	<b>\$63,868</b>	<b>\$0</b>	
130-0839-419-42-51	CONTRACT, PROF, SPEC SVCS	\$63,868	\$63,868	\$0	
130-0839-419-42-51	SUNGARD/CRW SOFTWARE ANNUAL MAINTENANCE	\$41,868	\$41,868	\$0	
130-0839-419-42-51	TECH MAINTENANCE - HARDWARE & SOFTWARE	\$22,000	\$22,000	\$0	

**Detailed Analysis:**

Note                      None

# SB 1186 Fee



Senate Bill (SB) 1186 (Chapter 383, Statutes of 2012) created Government Code Section 4467. This statute was recently amended by Assembly Bill 1379 (Chapter 667, Statutes 2017). Among other things, this statute requires:

- January 1, 2013 through December 31, 2017, a one-dollar (\$1) additional fee to be paid by any applicant for a local business license, permit or similar instrument when it is issued or renewed. The fee is divided between the local entity that collected the funds, which retains 70 percent, and DSA, which receives 30 percent.
- January 1, 2018 through December 31, 2023, a four-dollar (\$4) additional fee is to be paid by any applicant for a local business license, permit or similar instrument when it is issued or renewed. If no such instrument exists, the fee is to be paid by an applicant for a building permit. The fee is divided between the local entity that collected the funds, which retains 90 percent, and DSA, which receives 10 percent.
- On January 1, 2024, the fees and requirements were extended in the amount of \$4 indefinitely. The city, county, or city and county will retain 70 percent of the fees collected and submit 30 percent to DSA.

The purpose of the fee is to increase disability access and compliance with construction-related accessibility requirements. Additionally, the fee assists local jurisdictions in supporting the Certified Access Specialist (CAsp) program and provides the Division of the State Architect (DSA) with funds to maintain oversight of the CAsp program. The fee is used by the City of Foster City to provide training for inspectors as Certified Access Specialists.

**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
**COMMUNITY DEVELOPMENT**  
**SB 1186 FUND (Fund 131)**  
**Annual Budget Appropriation for Fiscal Year**

<b>EXPENDITURES BY CATEGORY:</b>	<b>2023-24</b>		<b>2024-25</b>
	<b>APPROVED</b>	<b>PROJECTED</b>	<b>REQUESTED</b>
EMPLOYEE SERVICES	\$0	\$0	\$0
SERVICES AND SUPPLIES	\$1,300	\$1,300	\$2,300
CAPITAL OUTLAY	\$0	\$0	\$0
Subtotal (Total Department-Controlled Expenses)	\$1,300	\$1,300	\$2,300
INTERNAL SERVICES	\$0	\$0	\$0
Subtotal (Total Department Expenses before Reallocations)	\$1,300	\$1,300	\$2,300
REALLOCATIONS	\$0	\$0	\$0
<b>TOTAL FOR SB 1186 FUND</b>	<b>\$1,300</b>	<b>\$1,300</b>	<b>\$2,300</b>

**DETAIL LINE ITEM: 131 - SB 1186 Fee Expenses**

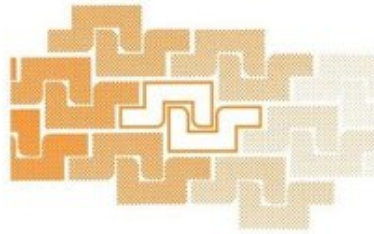
Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Notes
<b>Totals</b>		<b>\$1,300</b>	<b>\$2,300</b>	<b>\$1,000</b>	
<b>Totals Services and Supplies</b>		<b>\$1,300</b>	<b>\$2,300</b>	<b>\$1,000</b>	
131-0841-419-42-55	TRAINING	\$1,300	\$2,300	\$1,000	

**Detailed Analysis:**

Note                      None



# Strong Motion Instrumentation Fee



## Strong Motion Instrumentation for Civil Engineering Structures

Edited by

M. Erdik, M. Celebi, V. Mihailov  
and N. Apaydin

NATO Science Series

Series E: Applied Sciences - Vol. 373

The state of California passed the Strong Motion Instrumentation Act in 1972. The Strong Motion Investigation fee is paid by each applicant for a building permit, where square footage is added and is mandated by the Public Resources Code section 2705. This fee is remitted to the state of California to obtain vital earthquake data for the engineering and scientific communities through a statewide network of strong motion instruments.

**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
**COMMUNITY DEVELOPMENT**  
**STRONG MOTION INSTRUMENTATION PROGRAM (SMIP) FUND (Fund 132)**  
**Annual Budget Appropriation for Fiscal Year**

<b>EXPENDITURES BY CATEGORY:</b>	<b>2023-24</b>		<b>2024-25</b>
	<b>APPROVED</b>	<b>PROJECTED</b>	<b>REQUESTED</b>
EMPLOYEE SERVICES	\$0	\$0	\$0
SERVICES AND SUPPLIES	\$500	\$500	\$500
CAPITAL OUTLAY	\$0	\$0	\$0
Subtotal (Total Department-Controlled Expenses)	\$500	\$500	\$500
INTERNAL SERVICES	\$0	\$0	\$0
Subtotal (Total Department Expenses before Reallocations)	\$500	\$500	\$500
REALLOCATIONS	\$0	\$0	\$0
<b>TOTAL FOR SMIP FEE FUND</b>	<b>\$500</b>	<b>\$500</b>	<b>\$500</b>

**DETAIL LINE ITEM: 132 - Strong Motion Instrumentation Fee Expenses**

<b>Account String</b>	<b>Object Name / Description</b>	<b>FY 23-24 Budget</b>	<b>FY 24-25 Requested</b>	<b>Increase (Decrease)</b>	<b>Notes</b>
<b>Totals</b>		<b>\$500</b>	<b>\$500</b>	<b>\$0</b>	
<b>Totals Services and Supplies</b>		<b>\$500</b>	<b>\$500</b>	<b>\$0</b>	
132-0842-419-42-55	TRAINING - SEISMIC MOTION AND INSTRUMENTATION	\$500	\$500	\$0	

**Detailed Analysis:**

Note                      None

# California Redemption Value (CRV) Grant Fund



The CRV Grant Fund was created in Fiscal Year 2016-2017 for the administration of funds received from the Beverage Container Recycling Payment Program.

The California Redemption Value (CRV) is collected by beverage retailers at the point of sale and remitted to CalRecycle. The portion of the CRV that is not redeemed by consumers, is made available to cities and counties to assist in the implementation of beverage container recycling and litter abatement projects in their communities. Eligible programs include:

- New or existing curbside recycling programs
- Neighborhood drop-off recycling programs
- Public education promoting beverage container recycling
- Litter reduction and cleanup where the waste stream includes beverage containers that will be recycled
- Water Bottle Filling Stations
- Other beverage container recycling programs
- Supporting AB 341 Mandatory Commercial Recycling (MCR) requirements (e.g., infrastructure, support, public education/outreach)

On an annual basis, the City submits a funding request with a plan to expend the program funds. Funds must be spent within two years of award and an expenditure report must document funds expended.

Foster City receives approximately \$8,500 annually through this program..

**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
**PUBLIC WORKS**  
**CALIFORNIA REDEMPTION VALUE (CRV) GRANT FUND (Fund 133)**  
**Annual Budget Appropriation for Fiscal Year**

<b>EXPENDITURES BY CATEGORY:</b>	<b>2023-24</b>		<b>2024-25</b>
	<b>APPROVED</b>	<b>PROJECTED</b>	<b>REQUESTED</b>
EMPLOYEE SERVICES	\$0	\$0	\$0
SERVICES AND SUPPLIES	\$12,419	\$21,919	\$14,000
CAPITAL OUTLAY	\$0	\$0	\$0
Subtotal (Total Department-Controlled Expenses)	\$12,419	\$21,919	\$14,000
INTERNAL SERVICES	\$0	\$0	\$0
Subtotal (Total Department Expenses before Reallocations)	\$12,419	\$21,919	\$14,000
REALLOCATIONS	\$0	\$0	\$0
<b>TOTAL FOR CRV GRANT FUND</b>	<b>\$12,419</b>	<b>\$21,919</b>	<b>\$14,000</b>

**DETAIL LINE ITEM: 133 - CRV Grant Fund Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Notes
<b>Totals</b>		<b>\$12,419</b>	<b>\$14,000</b>	<b>\$1,581</b>	
<b>Totals Services and Supplies</b>		<b>\$12,419</b>	<b>\$14,000</b>	<b>\$1,581</b>	
133-0933-431-42-40	SPECIAL DEPARTMENTAL SUP - RECYCLING CONTAINERS	\$11,419	\$13,000	\$1,581	1
133-0933-431-42-51	CONTRACT, PROF, SPEC SVCS-RECYCLING/LITTER REDUCTION PROGRAMS	\$1,000	\$1,000	\$0	

**Detailed Analysis:**

Note 1 City recycling containers, bin liners and water bottle filling stations.

# Curbside Recycling Fund



The Curbside Recycling fund supports the implementation of activities related to beverage container recycling. On an annual basis, the State of California Department of Resources Recycling and Recovery (CalRecycle) makes a curbside supplemental payment to operators of curbside and neighborhood drop-off programs for beverage container recycling. As a member of the SBWMA, and part-owner/operator of the Shoreway Environmental Center, Foster City's payment represents the City's share of the volume of beverage containers collected from Recology's curbside collection operation for one year. Since 2011, the City has received, on average, \$22,000 per year from the curbside supplemental payment program. Per Public Resources Code 14549.6(a) expenditure of funds is limited to payment for activities related to beverage container recycling.

**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
**PUBLIC WORKS**  
**CURBSIDE RECYCLING FUND (Fund 134)**  
**Annual Budget Appropriation for Fiscal Year**

<b>EXPENDITURES BY CATEGORY:</b>	<b>2023-24</b>		<b>2024-25</b>
	<b>APPROVED</b>	<b>PROJECTED</b>	<b>REQUESTED</b>
EMPLOYEE SERVICES	\$0	\$0	\$0
SERVICES AND SUPPLIES	\$25,000	\$25,000	\$25,000
CAPITAL OUTLAY	\$0	\$0	\$0
Subtotal (Total Department-Controlled Expenses)	\$25,000	\$25,000	\$25,000
INTERNAL SERVICES	\$0	\$0	\$0
Subtotal (Total Department Expenses before Reallocations)	\$25,000	\$25,000	\$25,000
REALLOCATIONS	\$0	\$0	\$0
<b>TOTAL FOR CURBSIDE RECYCLING</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$25,000</b>

**DETAIL LINE ITEM: 134 Curbside Recycling Fund Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Notes
<b>Totals</b>		<b>\$25,000</b>	<b>\$25,000</b>	<b>\$0</b>	
<b>Totals Services and Supplies</b>		<b>\$25,000</b>	<b>\$25,000</b>	<b>\$0</b>	
134-0934-431-42-51	CONTRACT, PROF, SPEC SVCS - LITTER ABATEMENT	\$25,000	\$25,000	\$0	

**Detailed Analysis:**

Note                      None

# Building Standards Administration Special Revolving Fund



On September 30, 2008, Governor Schwarzenegger signed SB 1473 into law. It took effect on January 1, 2009. Among other things, the bill provides for the creation of the Building Standards Administration Special Revolving Fund, which is established in the State Treasury. Moneys deposited in this fund will come from a surcharge on both residential and nonresidential building permits. The bill requires that each city, county, and city and county collect a fee from an applicant for a building permit, assessed at the rate of four dollars (\$4) per one hundred thousand dollars (\$100,000) in valuation, with appropriate fractions thereof, but not less than one dollar (\$1).

SB 1473 provides that the city, county, or city and county may retain up to ten (10) percent of the fees collected for related administrative costs and for code enforcement education. The bill requires that the local jurisdiction transmit the remainder to CBSC for deposit in the Building Standards Administration Special Revolving Fund.

Once appropriated, moneys deposited in this fund will be available to CBSC, the Department of Housing and Community Development, and the Office of the State Fire Marshal for expenditure in carrying out the provisions of the State Building Standards Law and provisions of State Housing Law that relate to building standards. Emphasis is to be placed on the development, adoption, publication, updating, and educational efforts associated with green building standards.

**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
**COMMUNITY DEVELOPMENT**

Building Standards Administration Special Revolving (Green Building Fee) Fund (Fund 135)  
Annual Budget Appropriation for Fiscal Year

<b>EXPENDITURES BY CATEGORY:</b>	<b>2023-24</b>		<b>2024-25</b>
	<b>APPROVED</b>	<b>PROJECTED</b>	<b>REQUESTED</b>
EMPLOYEE SERVICES	\$0	\$0	\$0
SERVICES AND SUPPLIES	\$500	\$500	\$500
CAPITAL OUTLAY	\$0	\$0	\$0
Subtotal (Total Department-Controlled Expenses)	\$500	\$500	\$500
INTERNAL SERVICES	\$0	\$0	\$0
Subtotal (Total Department Expenses before Reallocations)	\$500	\$500	\$500
REALLOCATIONS	\$0	\$0	\$0
<b>TOTAL FOR GREEN BUILDING FEE</b>	<b>\$500</b>	<b>\$500</b>	<b>\$500</b>

**DETAIL LINE ITEM: 135 - Bldg Standards Admin Special Revolving Fund Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Notes
<b>Totals</b>		<b>\$500</b>	<b>\$500</b>	<b>\$0</b>	
<b>Totals Services and Supplies</b>		<b>\$500</b>	<b>\$500</b>	<b>\$0</b>	
135-0843-419-42-55	TRAINING	\$500	\$500	\$0	

**Detailed Analysis:**

Note                      None



# Measure W

In 2018, when San Mateo County voters passed Measure W by a 66.9 percent margin, they provided the county with additional resources to improve transit and relieve traffic congestion raised from a half-cent sales tax. 50% of those funds are administered by the San Mateo County Transportation Authority while the remaining 50% are administered by the SamTrans Board of Directors.

The measure, which went into effect in July of 2019, includes funds for highway projects, local street repair, grade separations for Caltrain tracks that intersect local streets, expanded bicycle and pedestrian facilities, and improved transit connections. The types of uses for the Fund include:

- Implementation of advanced technologies and communications on the roadway system
- Improving local streets and roads by paving and/or repairing potholes
- Promoting alternative modes of transportation, which may include funding shuttles, or sponsoring carpools, bicycling and pedestrian programs
- Planning and implementing traffic operations and safety projects, including signal coordination and bicycling/pedestrian safety projects

These funds are transferred for Capital Improvement expenditures.

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# Commercial Linkage Fee

In December 2016, the City Council adopted Ordinance 606, establishing Chapter 17.88, Affordable Housing Commercial Linkage Fee, which became effective in February 2017. The Commercial Linkage Fee provides a mechanism for commercial development to pay a fee to offset the impacts of the development on the need for affordable housing. Commercial linkage fees collected are deposited into the Affordable Housing - Commercial Linkage Fees Fund.

**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
**COMMUNITY DEVELOPMENT**  
**COMMERCIAL LINKAGE FEE FUND (Fund 137)**  
**Annual Budget Appropriation for Fiscal Year**

EXPENDITURES BY CATEGORY	2023-24		2024-25
	APPROVED	PROJECTED	REQUESTED
EMPLOYEE SERVICES	\$10,000	\$10,000	\$0
SERVICES AND SUPPLIES	\$0	\$0	\$110,000
CAPITAL OUTLAY	\$0	\$0	\$0
Subtotal (Total Department-Controlled Expenses)	\$10,000	\$10,000	\$110,000
INTERNAL SERVICES	\$0	\$0	\$0
Subtotal (Total Department Expenses before Reallocations)	\$10,000	\$10,000	\$110,000
REALLOCATIONS	\$0	\$0	\$0
<b>TOTAL FOR GENERAL PLAN MAINTENANCE</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$110,000</b>

**DETAIL LINE ITEM: 137 - Commercial Linkage Fee Fund Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Notes
<b>Totals</b>		<b>\$10,000</b>	<b>\$110,000</b>	<b>\$100,000</b>	
<b>Totals Employee Services</b>		<b>\$10,000</b>	<b>\$0</b>	<b>(\$10,000)</b>	
137-0847-419-41-10	PERMANENT SALARIES	\$10,000	\$0	(\$10,000)	
<b>Totals Services and Supplies</b>		<b>\$0</b>	<b>\$110,000</b>	<b>\$110,000</b>	
137-0847-419-42-51	CONTRACT, PROF, SPEC SVCS	\$0	\$110,000	\$110,000	
137-0847-419-42-51	LOWER-INCOME HOMEOWNER REHABILITATION LOANS	\$0	\$30,000	\$30,000	
137-0847-419-42-51	FACILITATE NON-PROFIT REHABILITATION/ MAINTENANCE ASSISTANCE	\$0	\$30,000	\$30,000	
137-0847-419-42-51	ADU/JADU FINANCIAL INCENTIVE PROGRAM	\$0	\$30,000	\$30,000	
137-0847-419-42-51	FAIR HOUSING TRAINING FOR LANDLORDS & TENANTS	\$0	\$10,000	\$10,000	
137-0847-419-42-51	MISC CONSULTANT	\$0	\$10,000	\$10,000	

**Detailed Analysis:**

Note None

# Tenant Relocation Assistance

In FY 2020-21, the City established the Tenant Relocation Assistance Fund to fund programs, in partnership with Essex Properties to help minimize the impacts of expiring affordable housing covenants to the residents of Foster's Landing. All tenants have been relocated.

**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
**COMMUNITY DEVELOPMENT**  
**TENANT RELOCATION ASSISTANCE FUND (Fund 138)**  
**Annual Budget Appropriation for Fiscal Year**

	2023-24		2024-25
	APPROVED	PROJECTED	REQUESTED
EMPLOYEE SERVICES	\$0	\$0	\$0
SERVICES AND SUPPLIES	\$51,640	\$51,640	\$0
CAPITAL OUTLAY	\$0	\$0	\$0
Subtotal (Total Department-Controlled Expenses)	\$51,640	\$51,640	\$0
INTERNAL SERVICES	\$0	\$0	\$0
Subtotal (Total Department Expenses before Reallocations)	\$51,640	\$51,640	\$0
REALLOCATIONS	\$0	\$0	\$0
<b>TOTAL FOR TENANT RELOCATION ASSISTANCE</b>	<b>\$51,640</b>	<b>\$51,640</b>	<b>\$0</b>

**DETAIL LINE ITEM: 138 - Tenant Relocation Assistance Fund Exp**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Notes
<b>Totals</b>		<b>\$51,640</b>	<b>\$0</b>	<b>(\$51,640)</b>	
<b>Totals Services and Supplies</b>		<b>\$51,640</b>	<b>\$0</b>	<b>(\$51,640)</b>	
138-0832-463-42-65	MISC EXPENSE - 3RD AMENDMENT AGREEMENT BETWEEN ESSEX AND CITY	\$51,640	\$0	(\$51,640)	

**Detailed Analysis:**

Note                      None.

# Workforce Housing

On August 10, 2022, the City of Foster City purchased 22 workforce housing units located in the 4.78 acres Pilgrim Triton Master Plan development project. The Workforce Housing Program is designed to address the housing needs of first responders, public employees, and teachers. Fourteen of the units are rent and income restricted below market rate units for very low, low, moderate income households and eight units are rent-restricted but not income-restricted workforce housing units. The workforce housing program makes it possible for public servants to live near where they work.

**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
**COMMUNITY DEVELOPMENT SERVICES**  
**WORKFORCE HOUSING (Fund 139)**  
**Annual Budget Appropriation for Fiscal Year**

<b>EXPENDITURES BY CATEGORY:</b>	<b>2023-24</b>		<b>2024-25</b>
	<b>APPROVED</b>	<b>PROJECTED</b>	<b>REQUESTED</b>
EMPLOYEE SERVICES	\$18,977	\$18,977	\$21,883
SERVICES AND SUPPLIES	\$366,833	\$366,833	\$319,278
CAPITAL OUTLAY	\$0	\$0	\$0
Subtotal (Total Department-Controlled Expenses)	\$385,810	\$385,810	\$341,161
INTERNAL SERVICES	\$377	\$377	\$0
Subtotal (Total Department Expenses before Reallocations)	\$386,187	\$386,187	\$341,161
REALLOCATIONS	\$0	\$0	\$0
<b>TOTAL FOR WORKFORCE HOUSING</b>	<b>\$386,187</b>	<b>\$386,187</b>	<b>\$341,161</b>



**DETAIL LINE ITEM: 139 - Workforce Housing**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Notes
<b>Totals</b>		<b>\$386,187</b>	<b>\$341,161</b>	<b>(\$45,026)</b>	
<b>Totals Employee Services</b>		<b>\$18,977</b>	<b>\$21,883</b>	<b>\$2,906</b>	
139-0846-419-41-10	PERMANENT SALARIES	\$14,300	\$14,837	\$537	
139-0846-419-41-21	PERS RETIREMENT	\$1,662	\$1,688	\$26	
139-0846-419-41-35	FLEX ALLOWANCE	\$2,069	\$2,276	\$207	
139-0846-419-41-36	WORKERS COMPENSATION	\$57	\$45	(\$12)	
139-0846-419-41-39	OTHER FRINGE BENEFITS	\$889	\$918	\$29	
139-0846-419-41-61	EMPLOYEE BENEFIT-PERS UAL	\$0	\$2,119	\$2,119	
<b>Totals Internal Services</b>		<b>\$377</b>	<b>\$0</b>	<b>(\$377)</b>	
139-0846-419-41-40	COMPENSATED ABSENCES	\$377	\$0	(\$377)	
<b>Totals Services and Supplies</b>		<b>\$366,833</b>	<b>\$319,278</b>	<b>(\$47,555)</b>	
139-0846-419-42-46	MAINT-FACILITY & EQUIP	\$14,520	\$14,520	\$0	
139-0846-419-42-46	Repairs and Maintenance - HHAV time billed to project	\$14,520	\$14,520	\$0	
139-0846-419-42-48	UTILITIES & COMMUNICATION	\$73,120	\$75,300	\$2,180	
139-0846-419-42-48	Common Area Electricity	\$10,453	\$11,450	\$997	
139-0846-419-42-48	Gas - water heating only	\$9,312	\$9,300	(\$12)	
139-0846-419-42-48	Sewer	\$26,861	\$27,860	\$999	
139-0846-419-42-48	Trash removal	\$5,604	\$5,600	(\$4)	
139-0846-419-42-48	Water - Common Area Landscape Irrigation	\$9,000	\$9,000	\$0	
139-0846-419-42-48	Water - Fire System	\$3,539	\$3,540	\$1	
139-0846-419-42-48	Water - Tenant Usage	\$8,351	\$8,550	\$199	
139-0846-419-42-51	CONTRACT, PROF, SPEC SVCS	\$154,698	\$102,794	(\$51,904)	
139-0846-419-42-51	EV Cahrger Installation Project	\$50,000	\$0	(\$50,000)	
139-0846-419-42-51	Lease-Up Fees - \$500/contract	\$5,500	\$1,000	(\$4,500)	
139-0846-419-42-51	Legal Expenses	\$1,300	\$1,203	(\$97)	
139-0846-419-42-51	Maintenance Technician and Ppty Manager Sal and Benefits	\$18,748	\$18,748	\$0	
139-0846-419-42-51	Management Fees	\$23,587	\$23,587	\$0	
139-0846-419-42-51	Materials and Supplies - HHAV	\$3,600	\$4,600	\$1,000	
139-0846-419-42-51	Miscellaneous Ops and Maint - Key replacement/Others	\$1,030	\$1,030	\$0	
139-0846-419-42-51	Property Manager Salaries & Benefits	\$22,559	\$23,236	\$677	
139-0846-419-42-51	Repairs - outside contractors for operating expenses	\$10,272	\$11,272	\$1,000	
139-0846-419-42-51	Security-Fire Alarm Monitoring	\$9,984	\$10,000	\$16	
139-0846-419-42-51	Technology Property Management software	\$3,282	\$3,282	\$0	
139-0846-419-42-51	Telephone line for building entry	\$3,600	\$3,600	\$0	
139-0846-419-42-51	Telephone line for Fire Alarm	\$1,236	\$1,236	\$0	
139-0846-419-42-56	EQUIP REPLACEMENT CHARGES	\$22,000	\$22,000	\$0	
139-0846-419-42-62	INSURANCE & OTHER COSTS	\$67,365	\$69,386	\$2,021	
139-0846-419-42-65	MISC EXPENSE	\$1,000	\$1,000	\$0	
139-0846-419-42-85	LANDSCAPE & PEST CONTROL	\$29,200	\$29,200	\$0	
139-0846-419-42-85	LANDSCAPE	\$14,200	\$14,200	\$0	
139-0846-419-42-85	PEST CONTROL	\$15,000	\$15,000	\$0	
139-0846-419-42-98	POSSESSORY INT PPTY TAX	\$4,930	\$5,078	\$148	

**Detailed Analysis:**

Note None

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## **Equipment Replacement Fund - Workforce Housing**

This fund is held for replacement and acquisition of 22 workforce housing units fixture and equipments.  
No plan expenditure for FY 2022-23.

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# SB1383 IMPLEMENTATION

SB 1383 passed in 2016 as part of California's larger strategy to combat climate change. SB 1383 was designed to reduce global warming super pollutants like methane by reducing the amount of landfilled organic waste. The extensive regulations went into effect on January 1, 2022, with full enforcement starting January 1, 2024.

While implementation of most of the regulations will be funded through solid waste rates, this fund was created in Fiscal Year 2022-2023 to capture non-rate revenues such as grants for the implementation of SB 1383 requirements..

**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
**PUBLIC WORKS**  
**SB1383 IMPLEMENTATION (Fund 141)**  
**Annual Budget Appropriation for Fiscal Year**

<b>EXPENDITURES BY CATEGORY:</b>	<b>2023-24</b>		<b>2024-25</b>
	<b>APPROVED</b>	<b>PROJECTED</b>	<b>REQUESTED</b>
EMPLOYEE SERVICES	\$0	\$0	\$0
SERVICES AND SUPPLIES	\$0	\$29,915	\$92,779
CAPITAL OUTLAY	\$0	\$0	\$0
Subtotal (Total Department-Controlled Expenses)	\$0	\$29,915	\$92,779
INTERNAL SERVICES	\$0	\$0	\$0
Subtotal (Total Department Expenses before Reallocations)	\$0	\$29,915	\$92,779
REALLOCATIONS	\$0	\$0	\$0
<b>TOTAL FOR SB 1383 IMPLEMENTATION</b>	<b>\$0</b>	<b>\$29,915</b>	<b>\$92,779</b>

**DETAIL LINE ITEM: 141 - SB1383 Implementation**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Notes
<b>Totals</b>		<b>\$0</b>	<b>\$92,779</b>	<b>\$92,779</b>	
<b>Totals Services and Supplies</b>		<b>\$0</b>	<b>\$92,779</b>	<b>\$92,779</b>	
141-0910-431-42-40	SPECIAL DEPARTMENTAL SUP	\$0	\$37,779	\$37,779	
141-0910-431-42-51	CONTRACT, PROF, SPEC SVCS - SB1383-IMPLEMENTATION COST	\$0	\$55,000	\$55,000	

**Detailed Analysis:**

Note 1                      Non-competitive Local Assistance grant from CalRecycle.

## **Impact Fee - Parks Facilities**

In June 2022, the City Council adopted Resolution No 2022-75 establishing the nexus for the adoption of Ordinance No. 650, establishing a transportation impact mitigation fee, a public safety impact fee, and a park facility impact fee for new development projects within the City in order to provide necessary funding for public services within the City. Park Facilities Impact Fee collected will fund the costs associated with increased demand for community and neighborhood parks and recreational facilities related by the new development.

## **Impact Fee - Public Safety**

In June 2022, the City Council adopted Resolution No 2022-75 establishing the nexus for the adoption of Ordinance No. 650, establishing a transportation impact mitigation fee, a public safety impact fee, and a park facility impact fee for new development projects within the City in order to provide necessary funding for public services within the City. Public Safety Fee collected will provide the necessary funding for police and fire services related to the new development.



## **Impact Fee - Transportation**

In June 2022, the City Council adopted Resolution No 2022-75 establishing the nexus for the adoption of Ordinance No. 650, establishing a transportation impact mitigation fee, a public safety impact fee, and a park facility impact fee for new development projects within the City in order to provide necessary funding for public services within the City. Transportation Impact Mitigation Fee collected will fund the costs associated with maintaining adequate street and transportation facilities related to the new development.

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# Local Housing Trust Fund

On February 20, 2024, the City Council approved a resolution 2024-9 establishing Local Housing Trust Fund (LHTF) to enable the City to apply for matching funds from the California Department of Housing and Community Development (HCD) LHTF Program. The fund is established with dedicated sources of funding to include Commercial Linkage Fees collected pursuant to Foster City Municipal Code (FCMC) Chapter 17.88 and Below Market Rate Housing In-Lieu Fees collected pursuant to FCMC Chapter 17.90. The LHTF remains eligible to receive allocations from additional sources as they become available. The LHTF trust will be used for eligible uses of funds as stated in Section 105 of HCD's LHTF Guidelines as may be amended from time to time. The City Council can allocate funding in the LHTF Trust to be used as eligible funds for grant matching. Potential uses of the LHTF (See Section 100 of LHTF Guidelines) include construction loans or permanent financing for the following:

- Development or rehabilitation of affordable rental housing projects
- Emergency shelters
- Permanent supportive housing
- Transitional housing
- Affordable homebuyer/homeowner projects, including assistance to income-eligible households to purchase for-sale units
- Construction, conversion, repair, reconstruction, or rehabilitation of accessory dwelling units (ADUs) or Junior Accessory Dwelling Units (JADUs).

**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
**COMMUNITY DEVELOPMENT**  
**LOCAL HOUSING TRUST FUND (Fund 145)**  
**Annual Budget Appropriation for Fiscal Year**

<b>EXPENDITURES BY CATEGORY</b>	<b>2023-24</b>		<b>2024-25</b>
	<b>APPROVED</b>	<b>PROJECTED</b>	<b>REQUESTED</b>
EMPLOYEE SERVICES	\$0	\$0	\$9,860
SERVICES AND SUPPLIES	\$0	\$0	\$500,000
CAPITAL OUTLAY	\$0	\$0	\$0
Subtotal (Total Department-Controlled Expenses)	<b>\$0</b>	<b>\$0</b>	<b>\$509,860</b>
INTERNAL SERVICES	\$0	\$0	\$0
Subtotal (Total Department Expenses before Reallocations)	\$0	\$0	\$509,860
REALLOCATIONS	\$0	\$0	\$0
<b>TOTAL FOR LOCAL HOUSING TRUST</b>	<b>\$0</b>	<b>\$0</b>	<b>\$509,860</b>

**DETAIL LINE ITEM: 145 - Local Housing Trust**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Notes
<b>Totals</b>		<b>\$0</b>	<b>\$509,860</b>	<b>\$509,860</b>	<b>1</b>
<b>Totals Employee Services</b>		<b>\$0</b>	<b>\$9,860</b>	<b>\$9,860</b>	
145-0832-419-41-10	PERMANENT SALARIES	\$0	\$7,418	\$7,418	
145-0832-419-41-21	PERS RETIREMENT	\$0	\$845	\$845	
145-0832-419-41-35	FLEX ALLOWANCE	\$0	\$1,138	\$1,138	
145-0832-419-41-39	OTHER FRINGE BENEFITS	\$0	\$459	\$459	
<b>Totals Internal Services</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
145-0832-419-41-40	COMPENSATED ABSENCES	\$0	\$0	\$0	
<b>Totals Services and Supplies</b>		<b>\$0</b>	<b>\$500,000</b>	<b>\$500,000</b>	
145-0832-419-42-51	CONTRACT, PROF, SPEC SVCS	\$0	\$500,000	\$500,000	
145-0832-419-42-51	NOFA GRANT	\$0	\$490,000	\$490,000	
145-0832-419-42-51	CONSULTANT SERVICES	\$0	\$10,000	\$10,000	

**Detailed Analysis:**

Note 1                      Reso # 2024-9.

# Levee Protection Planning and Improvements General Obligation Bond Fund



*Current Levee*

*Projected Levee Improvements*

Foster City maintains the levee along the Bayfront which surrounds the majority of the outer perimeter of the City. The Federal Emergency Management Agency (FEMA) determined that Foster City's levee system does not meet FEMA requirements into future years. Unless the City upgrades the levee to meet the required FEMA standards, Foster City will be designated as a flood zone. In order to maintain its FEMA accreditation, on March 5, 2018, the City Council unanimously voted to place Measure P, a local levee improvement General Obligation Bond measure (GO Bonds), on the June 5, 2018 ballot to keep Foster City properties out of the flood zone and avoid mandatory, annual flood insurance for local residents and businesses. Measure P would cost the property owner approximately \$36 per \$100,000 of assessed (not market) property value annually for 30 years for the levee improvements instead of the estimated \$2,000-\$3,000 or more per year in flood insurance indefinitely. Foster City voters passed Measure P and after securing all the necessary permits from the various regulatory agencies, in August 2020, the City issued the first tranche for \$85 million of G.O. Bonds. In July 2023, the City issued the second and final tranche for \$5 million of these Bonds.

The Levee Protection Planning and Improvements General Obligation Bond Fund accounts for the payment of principal and interest on the City's general obligation debt used for financing the estimated \$90 million cost of levee improvements.

**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
**FINANCIAL SERVICES**

LEVEE PROTECTION PLANNING AND IMPROVEMENTS GENERAL OBLIGATION BOND FUND  
(Fund 230)

Annual Budget Appropriation for Fiscal Year

<b>EXPENDITURES BY CATEGORY:</b>	<b>2023-24</b>		<b>2024-25</b>
	<b>APPROVED</b>	<b>PROJECTED</b>	<b>REQUESTED</b>
EMPLOYEE SERVICES	\$0	\$0	\$0
SERVICES AND SUPPLIES	\$5,349,188	\$5,349,188	\$3,904,188
CAPITAL OUTLAY	\$0	\$0	\$0
Subtotal (Total Department-Controlled Expenses)	\$5,349,188	\$5,349,188	\$3,904,188
INTERNAL SERVICES	\$0	\$0	\$0
Subtotal (Total Department Expenses before Reallocations)	\$5,349,188	\$5,349,188	\$3,904,188
REALLOCATIONS	\$0	\$0	\$0
<b>TOTAL FOR LEVEE PROTECT I&amp;R IMP</b>	<b>\$5,349,188</b>	<b>\$5,349,188</b>	<b>\$3,904,188</b>

**DETAIL LINE ITEM: 230 - Levee Protection Planning and Improvements Gen Obligation Bond Fund Exp**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Notes
<b>Totals</b>		<b>\$5,349,188</b>	<b>\$3,904,188</b>	<b>(\$1,445,000)</b>	
<b>Totals Services and Supplies</b>		<b>\$5,349,188</b>	<b>\$3,904,188</b>	<b>(\$1,445,000)</b>	
230-1120-415-42-51	CONTRACT, PROF, SPEC SVCS - Continuing disclosure fees	\$2,275	\$2,275	\$0	1
230-1120-415-42-70	DEBT SERVICE - RETIRE PRINCIPAL	\$3,050,000	\$1,700,000	(\$1,350,000)	2
230-1120-415-42-71	DEBT SERVICE - INTEREST EXPENSE	\$2,296,313	\$2,201,313	(\$95,000)	2
230-1120-415-42-73	DEBT SVC - PAYING & FISCAL - Fiscal Agent	\$600	\$600	\$0	2

**Detailed Analysis:**

Note 1            Maintain Loan Reporting requirement.  
Note 2            Debt Servicing.

**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
**FINANCIAL SERVICES**

LEVEE PROTECTION PLANNING AND IMPROVEMENTS 2023 GENERAL OBLIGATION BOND FUND  
(Fund 231)

Annual Budget Appropriation for Fiscal Year

<b>EXPENDITURES BY CATEGORY:</b>	<b>2023-24</b>		<b>2024-25</b>
	<b>APPROVED</b>	<b>PROJECTED</b>	<b>REQUESTED</b>
EMPLOYEE SERVICES	\$0	\$0	\$0
SERVICES AND SUPPLIES	\$0	\$109,513	\$214,100
CAPITAL OUTLAY	\$0	\$0	\$0
Subtotal (Total Department-Controlled Expenses)	\$0	\$109,513	\$214,100
INTERNAL SERVICES	\$0	\$0	\$0
Subtotal (Total Department Expenses before Reallocations)	\$0	\$109,513	\$214,100
REALLOCATIONS	\$0	\$0	\$0
<b>TOTAL FOR 2023 GO BOND-LEVEE PRJ FD</b>	<b>\$0</b>	<b>\$109,513</b>	<b>\$214,100</b>

**DETAIL LINE ITEM: 231 - Levee Protection Planning and Improvements 2023 GO Bond Fund Exp**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Notes
<b>Totals</b>		<b>\$0</b>	<b>\$214,100</b>	<b>\$214,100</b>	
<b>Totals Services and Supplies</b>		<b>\$0</b>	<b>\$214,100</b>	<b>\$214,100</b>	
231-1120-415-42-51	CONTRACT, PROF, SPEC SVCS - Continuing disclosure fees	\$0	\$2,000	\$2,000	1
231-1120-415-42-70	DEBT SERVICE - RETIRE PRINCIPAL	\$0	\$0	\$0	
231-1120-415-42-71	DEBT SERVICE - INTEREST EXPENSE	\$0	\$211,500	\$211,500	2
231-1120-415-42-73	DEBT SVC - PAYING & FISCAL - Fiscal Agent	\$0	\$600	\$600	2

**Detailed Analysis:**

Note 1            Maintain Loan Reporting requirement.  
Note 2            Debt Servicing.

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# Water Enterprise Fund



The Estero Municipal Improvement District (EMID) provides water utility services to customers in Foster City and the Mariner's Island area of the City of San Mateo. Potable water is purchased exclusively from the San Francisco Water Department, a department of the San Francisco Public Utilities Commission (SFPUC). The water is supplied to EMID via the Hetch Hetchy Reservoir distribution system at approximately 120 pounds per square inch (PSI) of pressure. EMID reduces the pressure to approximately 60 PSI operating pressure for customers. While the SFPUC treats and monitors the water quality to meet all drinking water standards, EMID also continually tests the water it distributes with dedicated sampling sites throughout our service area to assure compliance with State health standards.

EMID maintains and operates the distribution system within its boundaries, consisting of four (4) water tanks with a total storage of 20 million gallons, two (2) natural gas engines with propane backup systems, two (2) electrical powered pumps that pump water from the storage tanks into the distribution system, more than 110 miles of water distribution mains, more than 4,800 mainline water valves, more than 8,200 water meters, more than 1,400 fire hydrants, and two (2) water pressure reduction stations.

EMID customers are billed monthly or bi-monthly for water services. There are two (2) components of customer charges: a fixed water availability charge, which is often referred to as a meter charge because the charge is based on the size of the water meter, and a variable consumption charge for the amount of water consumed by the customer. The City provides an online utility billing system option that allows customers to view and pay their utility bills online at no additional cost. Customers also have the ability to track their usage online, or they may contact Public Works for further information.

In 2018, as a result of the Governor's direction to make water conservation a "California Way of Life", the EMID Board implemented permanent prohibitions on wasteful water practices, which remain in place today.

The EMID Water Enterprise Fund organization chart and personnel summary are in the Public Works narrative in this Budget Document.

**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
**PUBLIC WORKS**  
**WATER ENTERPRISE FUND (Fund 401)**  
**Annual Budget Appropriation for Fiscal Year**

<b>EXPENDITURES BY CATEGORY:</b>	<b>2023-24</b>		<b>2024-25</b>
	<b>APPROVED</b>	<b>PROJECTED</b>	<b>REQUESTED</b>
EMPLOYEE SERVICES	\$2,592,212	\$2,631,208	\$2,956,001
SERVICES AND SUPPLIES	\$11,883,374	\$11,883,374	\$12,135,478
CAPITAL OUTLAY	\$600,000	\$600,000	\$0
Subtotal (Total Department-Controlled Expenses)	\$15,075,586	\$15,114,582	\$15,091,479
INTERNAL SERVICES	\$1,539,974	\$1,540,660	\$1,701,468
Subtotal (Total Department Expenses before Reallocations)	\$16,615,560	\$16,655,242	\$16,792,947
REALLOCATIONS	\$1,267,042	\$1,267,042	\$1,362,521
<b>TOTAL FOR WATER REVENUE</b>	<b>\$17,882,602</b>	<b>\$17,922,284</b>	<b>\$18,155,468</b>

**DETAIL LINE ITEM: 401 - Water Enterprise Fund Expenses**

Account String	Object Name	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Notes
<b>Totals</b>		<b>\$17,882,602</b>	<b>\$18,155,468</b>	<b>\$272,866</b>	
<b>Totals Capital Outlay</b>		<b>\$600,000</b>	<b>\$0</b>	<b>(\$600,000)</b>	
401-0960-461-43-84	MOTOR VEHICLES	\$600,000	\$0	(\$600,000)	
<b>Totals Employee Services</b>		<b>\$2,592,212</b>	<b>\$2,956,001</b>	<b>\$363,789</b>	
401-0960-461-41-10	PERMANENT SALARIES	\$1,405,604	\$1,559,114	\$153,510	
401-0960-461-41-11	HOURLY & PART TIME SALARY	\$15,600	\$15,600	\$0	
401-0960-461-41-12	OVERTIME	\$23,683	\$24,985	\$1,302	
401-0960-461-41-21	PERS RETIREMENT	\$153,405	\$177,222	\$23,817	
401-0960-461-41-35	FLEX ALLOWANCE	\$267,646	\$326,844	\$59,198	
401-0960-461-41-36	WORKERS COMPENSATION	\$121,087	\$132,029	\$10,942	
401-0960-461-41-39	OTHER FRINGE BENEFITS	\$63,035	\$68,639	\$5,604	
401-0960-461-41-41	GASB68 PENSION EXP-PERS	\$252,000	\$253,000	\$1,000	
401-0960-461-41-42	GASB75 OPEB EXP-PEMHCA	\$13,000	\$18,000	\$5,000	
401-0960-461-41-61	EMPLOYEE BENEFIT-PERS UAL	\$277,152	\$380,568	\$103,416	
<b>Totals Internal Services</b>		<b>\$1,539,974</b>	<b>\$1,701,468</b>	<b>\$161,494</b>	
401-0960-461-41-40	COMPENSATED ABSENCES	\$38,252	\$0	(\$38,252)	
401-0960-461-41-54	PEMHCA	\$18,883	\$19,877	\$994	
401-0960-461-42-44	VEHICLE RENTAL CHARGES	\$198,050	\$232,672	\$34,622	
401-0960-461-42-56	EQUIP REPLACEMENT CHARGES	\$448,097	\$456,767	\$8,670	
401-0960-461-42-57	COMM & INFO SERVICES CHGS	\$378,230	\$412,738	\$34,508	
401-0960-461-42-62	INSURANCE & OTHER COSTS	\$318,835	\$437,162	\$118,327	
401-0960-461-42-69	BUILDING MAINTENANCE CHG	\$139,627	\$142,252	\$2,625	
<b>Totals Services and Supplies</b>		<b>\$11,883,374</b>	<b>\$12,135,478</b>	<b>\$252,104</b>	
401-0960-461-42-40	SPECIAL DEPARTMENTAL SUP	\$128,212	\$128,212	\$0	
401-0960-461-42-40	ANNUAL WATER QUALITY REPORT - PRINTING	\$250	\$250	\$0	
401-0960-461-42-40	BOOTS AND SAFETY GEAR	\$1,000	\$1,000	\$0	
401-0960-461-42-40	HYDRANT METERS	\$6,962	\$6,962	\$0	
401-0960-461-42-40	REPAIR MATERIALS	\$120,000	\$120,000	\$0	
401-0960-461-42-41	COPY EXPENSE - PROP 218 NOTIFICATION-WATER/WASTEWATER	\$2,100	\$2,500	\$400	
401-0960-461-42-42	POSTAGE EXPENSE	\$1,500	\$1,500	\$0	
401-0960-461-42-42	POSTAGE FOR ANNUAL WATER QUALITY REPORT	\$250	\$250	\$0	
401-0960-461-42-42	POSTAGE PROP 218 NOTIFICATION-WATER/WASTEWATER	\$1,250	\$1,250	\$0	
401-0960-461-42-43	GENERAL OFFICE SUPPLIES	\$2,500	\$2,500	\$0	
401-0960-461-42-43	BOOKS, MANUALS & TAPES	\$1,000	\$1,000	\$0	
401-0960-461-42-43	MISC. OFFICE SUPPLIES	\$1,500	\$1,500	\$0	
401-0960-461-42-45	TOOLS & EQUIP(<5000@ITEM)	\$4,000	\$4,000	\$0	
401-0960-461-42-46	MAINT-FACILITY & EQUIP	\$47,000	\$47,000	\$0	
401-0960-461-42-46	MAINTENANCE OF AUTOMATIC METER READING EQUIP	\$3,000	\$3,000	\$0	
401-0960-461-42-46	MAINTENANCE OF COPY MACHINE (1/3)	\$1,000	\$1,000	\$0	
401-0960-461-42-46	MAINTENANCE OF PRESSURE REDUCING VALVES & ARV'S	\$20,000	\$20,000	\$0	
401-0960-461-42-46	MAINT REPAIRS TO 5 PORTABLE PUMPS-HYDR EQUIP	\$1,000	\$1,000	\$0	
401-0960-461-42-46	MAINTENANCE REPAIRS TO WATER PUMPS/ENGINES	\$15,000	\$15,000	\$0	
401-0960-461-42-46	REPAIRS/SVC CALLS-WATER/ELECTRICAL CNTRL SYS	\$7,000	\$7,000	\$0	

**DETAIL LINE ITEM: 401 - Water Enterprise Fund Expenses (Continued)**

Account String	Object Name	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Notes
401-0960-461-42-47	RENTS AND LEASES	\$3,000	\$3,000	\$0	
401-0960-461-42-48	UTILITIES & COMMUNICATION	\$10,993,012	\$11,178,416	\$185,404	
401-0960-461-42-48	CA DEPT OF HEALTH SVCS (STATE WTR SYSTEM FEES)	\$38,000	\$38,000	\$0	
401-0960-461-42-48	ELECTRICITY FOR WATER PUMP PLANT	\$56,000	\$56,000	\$0	
401-0960-461-42-48	NATURAL GAS FOR WATER PUMP PLANT	\$11,000	\$11,000	\$0	
401-0960-461-42-48	SFPUC - BAWSCA BOND SURCHARGE	\$594,012	\$601,416	\$7,404	
401-0960-461-42-48	SFPUC WATER PURCHASE	\$10,289,000	\$10,467,000	\$178,000	
401-0960-461-42-48	WATER FOR CORP YARD AND METER CHARGE	\$5,000	\$5,000	\$0	
401-0960-461-42-51	CONTRACT, PROF, SPEC SVCS	\$295,000	\$355,000	\$60,000	
401-0960-461-42-51	ANNUAL WATER LOSS TESTING (BAWSCA)	\$7,000	\$7,000	\$0	
401-0960-461-42-51	ANNUAL WATER SUPPLY & DEMAND ASSESSMENT SVCS	\$27,000	\$27,000	\$0	
401-0960-461-42-51	ANNUAL WATER/WASTEWATER RATE STUDY	\$11,000	\$11,000	\$0	
401-0960-461-42-51	BACKFLOW PREVENTION FEES, SAN MATEO COUNTY	\$36,000	\$36,000	\$0	
401-0960-461-42-51	CONTRACT TEMP STAFF (FORMERLY ACCT # 4111)	\$35,000	\$35,000	\$0	
401-0960-461-42-51	DSS MODEL SUPPORT SERVICES AND TRAINING	\$1,500	\$1,500	\$0	
401-0960-461-42-51	LEGAL SERVICES	\$0	\$10,000	\$10,000	
401-0960-461-42-51	MDM PORTAL	\$62,000	\$62,000	\$0	
401-0960-461-42-51	POTABLE WATER LAB TESTS	\$56,000	\$56,000	\$0	
401-0960-461-42-51	PRE-WATER SUPPLY RELIABILITY/REUSE PROJECT	\$14,500	\$14,500	\$0	
401-0960-461-42-51	SPECIAL STUDIES	\$25,000	\$25,000	\$0	
401-0960-461-42-51	UNIFORM SERVICES	\$10,000	\$10,000	\$0	
401-0960-461-42-51	WATER MODEL UPDATE	\$0	\$20,000	\$20,000	
401-0960-461-42-51	WATER REGULATORY CONSULTANT	\$0	\$30,000	\$30,000	
401-0960-461-42-51	WATER RISK ASSMNT AND EMERG RESPONSE PLANS	\$10,000	\$10,000	\$0	
401-0960-461-42-53	MEMBERSHIP,DUES,SUBSCRIPT	\$136,000	\$139,500	\$3,500	
401-0960-461-42-53	AWWA DUES	\$2,000	\$2,000	\$0	
401-0960-461-42-53	BAWSCA DUES AND ASSESSMENT	\$134,000	\$134,000	\$0	
401-0960-461-42-53	CALWEP ANNUAL MEMBERSHIP	\$0	\$3,500	\$3,500	
401-0960-461-42-54	TRAVEL,CONFERENCE,MEETING	\$4,050	\$4,850	\$800	
401-0960-461-42-54	APWA NATIONAL CONGRESS (DIRECTOR)	\$800	\$1,100	\$300	
401-0960-461-42-54	DEPARTMENT RETREAT	\$750	\$750	\$0	
401-0960-461-42-54	TRAVEL, CONFERENCES AND MEETINGS	\$2,500	\$3,000	\$500	
401-0960-461-42-55	TRAINING	\$8,000	\$10,000	\$2,000	
401-0960-461-42-79	REBATES & WATER CONSERVATION PROGRAM	\$250,000	\$250,000	\$0	
401-0960-461-42-89	RATE ASSISTANCE PROGRAM	\$9,000	\$9,000	\$0	
<b>Totals Reallocation</b>		<b>\$1,267,042</b>	<b>\$1,362,521</b>	<b>\$95,479</b>	
401-0960-461-42-63	ALLOCATION OF OVERHEAD	\$1,267,042	\$1,362,521	\$95,479	
401-0960-461-42-63	INDIRECT COST ALLOCATION	\$1,245,808	\$1,320,141	\$74,333	
401-0960-461-42-63	INDIRECT COST ALLOCATION - 2nd Round	\$21,234	\$42,380	\$21,146	

**Detailed Analysis:**

Note None.

**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
**PUBLIC WORKS**  
**WATER - EQUIPMENT REPLACEMENT FUND (Fund 408)**  
**Annual Budget Appropriation for Fiscal Year**

	2023-24		2024-25
	APPROVED	PROJECTED	REQUESTED
EMPLOYEE SERVICES	\$0	\$0	\$0
SERVICES AND SUPPLIES	\$0	\$0	\$0
CAPITAL OUTLAY	\$249,000	\$249,000	\$226,000
Subtotal (Total Department-Controlled Expenses)	\$249,000	\$249,000	\$226,000
INTERNAL SERVICES	\$0	\$0	\$0
Subtotal (Total Department Expenses before Reallocations)	\$249,000	\$249,000	\$226,000
REALLOCATIONS	\$0	\$0	\$0
<b>TOTAL FOR WATER EQUIPMENT REPLACEMENT</b>	<b>\$249,000</b>	<b>\$249,000</b>	<b>\$226,000</b>

**DETAIL LINE ITEM: 408 - Water - Equipment Replacement Fund Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Notes
<b>Totals</b>		<b>\$249,000</b>	<b>\$226,000</b>	<b>(\$23,000)</b>	
<b>Totals Services and Supplies</b>		<b>\$249,000</b>	<b>\$226,000</b>	<b>(\$23,000)</b>	
408-0110-413-43-85	MACHINERY & EQUIP >5000	\$249,000	\$226,000	(\$23,000)	

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# Wastewater Collection System Enterprise Funds



The Estero Municipal Improvement District (EMID) collects all wastewater flows within Foster City. Collected wastewater is pumped to the jointly owned Wastewater Treatment Plant (WWTP) in San Mateo for treatment and disposal. EMID staff, with the cooperation of the San Mateo Treatment Plant staff, strives to protect the health and safety of Foster City residents and to ensure the protection of the environment by effectively treating and disposing of all wastewater flows from commercial, industrial, and residential users.

EMID is working with the City of San Mateo to upgrade the San Mateo Wastewater Treatment Plant (SMWWTP). At the conclusion of the project, the WWTP will produce a high-quality effluent that could potentially provide an alternative source of water supply. The improvements are scheduled to be completed by the end of FY 2025.

Within Foster City, EMID operates and maintains more than 63 miles of sewer pipelines, more than 4.5 miles of sewer force mains, 48 pumping stations, 15 permanent standby generators, and three portable generators located within the collection system. The maintenance and operations performed include, but are not limited to, flushing of gravity mains, closed-circuit TV inspection, and pump station and generator inspection and maintenance. Staff also identifies future Capital Improvement Projects to keep the system operating reliably. Nearly 2.1 million gallons of wastewater are generated within Foster City and pumped to the EMID/San Mateo Treatment Plant each day for treatment and disposal.

EMID customers are billed monthly or bi-monthly for sewer services. The City provides an online utility billing system option that allows customers to view and pay their utility bills online at no additional cost. Residential customers are categorized by different classifications (Single Family, Townhouse, Duplex, Apartments). The customers within each classification pay the same flat rate. Commercial customers are charged based on classification and potable water usage. The wastewater rates are reviewed annually and updated accordingly.

The EMID Wastewater Enterprise Fund organization chart and personnel summary are in the Public Works narrative in this Budget Document..

**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
**PUBLIC WORKS**  
**WASTEWATER ENTERPRISE FUND (Fund 451)**  
**Annual Budget Appropriation for Fiscal Year**

<b>EXPENDITURES BY CATEGORY:</b>	<b>2023-24</b>		<b>2024-25</b>
	<b>APPROVED</b>	<b>PROJECTED</b>	<b>REQUESTED</b>
EMPLOYEE SERVICES	\$2,886,634	\$2,929,928	\$3,056,628
SERVICES AND SUPPLIES	\$4,433,550	\$4,433,550	\$4,601,950
CAPITAL OUTLAY	\$0	\$0	\$0
Subtotal (Total Department-Controlled Expenses)	\$7,320,184	\$7,363,478	\$7,658,578
INTERNAL SERVICES	\$1,661,887	\$1,662,610	\$1,985,160
Subtotal (Total Department Expenses before Reallocations)	\$8,982,071	\$9,026,088	\$9,643,738
REALLOCATIONS	\$955,715	\$955,715	\$1,045,077
<b>TOTAL FOR WASTEWATER REVENUE</b>	<b>\$9,937,786</b>	<b>\$9,981,803</b>	<b>\$10,688,815</b>



**DETAIL LINE ITEM: 451 - Wastewater Collection System Operating Funds Expenses**

Account String	Object Name	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Notes
<b>Totals</b>		<b>\$9,937,786</b>	<b>\$10,688,815</b>	<b>\$751,029</b>	
<b>Totals Employee Services</b>		<b>\$2,886,634</b>	<b>\$3,056,628</b>	<b>\$169,994</b>	
451-0970-432-41-10	PERMANENT SALARIES	\$1,477,858	\$1,587,196	\$109,338	
451-0970-432-41-11	HOURLY & PART TIME SALARY	\$15,600	\$15,600	\$0	
451-0970-432-41-12	OVERTIME	\$33,888	\$35,926	\$2,038	
451-0970-432-41-13	STANDBY PAY	\$41,375	\$44,626	\$3,251	
451-0970-432-41-21	PERS RETIREMENT	\$165,542	\$181,526	\$15,984	
451-0970-432-41-35	FLEX ALLOWANCE	\$318,991	\$332,600	\$13,609	
451-0970-432-41-36	WORKERS COMPENSATION	\$128,136	\$130,504	\$2,368	
451-0970-432-41-39	OTHER FRINGE BENEFITS	\$68,121	\$72,916	\$4,795	
451-0970-432-41-41	GASB68 PENSION EXP-PERS	\$284,000	\$283,000	(\$1,000)	
451-0970-432-41-42	GASB75 OPEB EXP-PEMHCA	\$12,000	\$16,000	\$4,000	
451-0970-432-41-61	EMPLOYEE BENEFIT-PERS UAL	\$341,123	\$356,734	\$15,611	
<b>Totals Internal Services</b>		<b>\$1,661,887</b>	<b>\$1,985,160</b>	<b>\$323,273</b>	
451-0970-432-41-40	COMPENSATED ABSENCES	\$41,295	\$0	(\$41,295)	
451-0970-432-41-54	PEMHCA	\$13,411	\$14,117	\$706	
451-0970-432-42-44	VEHICLE RENTAL CHARGES	\$427,534	\$531,657	\$104,123	
451-0970-432-42-56	EQUIP REPLACEMENT CHARGES	\$342,955	\$462,234	\$119,279	
451-0970-432-42-57	COMM & INFO SERVICES CHGS	\$378,230	\$397,738	\$19,508	
451-0970-432-42-62	INSURANCE & OTHER COSTS	\$318,835	\$437,162	\$118,327	
451-0970-432-42-69	BUILDING MAINTENANCE CHG	\$139,627	\$142,252	\$2,625	
<b>Totals Services and Supplies</b>		<b>\$4,433,550</b>	<b>\$4,601,950</b>	<b>\$168,400</b>	
451-0970-432-42-40	SPECIAL DEPARTMENTAL SUP	\$123,500	\$103,500	(\$20,000)	
451-0970-432-42-40	BOOTS AND SAFETY GEAR	\$1,000	\$1,000	\$0	
451-0970-432-42-40	REPAIR MATERIALS	\$120,000	\$100,000	(\$20,000)	
451-0970-432-42-40	WASTEWATER SOLIDS DISPOSAL LAB FEES	\$2,500	\$2,500	\$0	
451-0970-432-42-41	COPY EXPENSE	\$1,900	\$2,500	\$600	
451-0970-432-42-42	POSTAGE EXPENSE	\$1,500	\$1,500	\$0	
451-0970-432-42-43	GENERAL OFFICE SUPPLIES	\$3,500	\$3,500	\$0	
451-0970-432-42-45	TOOLS & EQUIP(<5000@ITEM)	\$4,000	\$4,000	\$0	
451-0970-432-42-46	MAINT-FACILITY & EQUIP	\$132,600	\$132,600	\$0	
451-0970-432-42-46	ELECTRICAL REPAIRS	\$5,920	\$5,920	\$0	
451-0970-432-42-46	HEAVY EQUIPMENT MAINTENANCE	\$11,960	\$11,960	\$0	
451-0970-432-42-46	MAINTENANCE OF COPY MACHINE (1/3)	\$500	\$500	\$0	
451-0970-432-42-46	MAINTENANCE OF LS 59 PUMPS	\$5,920	\$5,920	\$0	
451-0970-432-42-46	MECHANICAL PARTS	\$10,800	\$10,800	\$0	
451-0970-432-42-46	REPAIRS TO L/S GENERATORS / ATS(s)	\$38,330	\$38,330	\$0	
451-0970-432-42-46	REPAIRS/MOD TO WASTEWATER CONVEYANCE SYS	\$19,170	\$19,170	\$0	
451-0970-432-42-46	SCADA - EXTENDED SUPPORT	\$5,100	\$5,100	\$0	
451-0970-432-42-46	SCADA MAINTENANCE	\$34,900	\$34,900	\$0	
451-0970-432-42-47	RENTS AND LEASES	\$3,000	\$3,000	\$0	
451-0970-432-42-48	UTILITIES & COMMUNICATION	\$237,000	\$287,000	\$50,000	
451-0970-432-42-48	ENERGY COSTS (ELECTRICITY)	\$230,000	\$280,000	\$50,000	
451-0970-432-42-48	WATER FOR LIFT STATIONS AND METER	\$7,000	\$7,000	\$0	

**DETAIL LINE ITEM: 451 - Wastewater Collection System Operating Funds Expenses (Continued)**

Account String	Object Name	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Notes
451-0970-432-42-51	CONTRACT, PROF, SPEC SVCS	\$3,899,500	\$4,034,500	\$135,000	
451-0970-432-42-51	ALLOWANCE FOR MAJOR ELECTRICAL REPAIRS	\$25,000	\$25,000	\$0	
451-0970-432-42-51	ANNUAL WATER/WASTEWATER RATE STUDY	\$10,000	\$10,000	\$0	
451-0970-432-42-51	BAY AREA AIR QUALITY MGMT DIST	\$11,000	\$11,000	\$0	
451-0970-432-42-51	BIOAMP STATIONS MNCT & SVCS	\$0	\$25,000	\$25,000	
451-0970-432-42-51	CITY OF SAN MATEO - EMID SHARE SM-FC PFA ADMINISTRATIVE EXPENSES	\$38,500	\$38,500	\$0	
451-0970-432-42-51	CONTRACT TEMPORARY STAFFING (FORMERLY ACCOUNT 4111)	\$34,000	\$34,000	\$0	
451-0970-432-42-51	CONTROL SYSTEM SERVICE CALLS FOR LS	\$6,000	\$6,000	\$0	
451-0970-432-42-51	HAZARDOUS MATERIAL DISPOSAL	\$2,500	\$2,500	\$0	
451-0970-432-42-51	LEGAL SERVICES	\$0	\$10,000	\$10,000	
451-0970-432-42-51	PREP-WATER SUPPLY RELIABILITY/REUSE PROJECT	\$12,500	\$12,500	\$0	
451-0970-432-42-51	SAN MATEO COUNTY HEALTH DEPARTMENT	\$6,000	\$6,000	\$0	
451-0970-432-42-51	SM WWTP - EMID SHARE OF O & M - (PC30)	\$3,700,000	\$3,800,000	\$100,000	
451-0970-432-42-51	SPECIAL STUDIES	\$25,000	\$25,000	\$0	
451-0970-432-42-51	STATE WATER RESOURCES CONTROL BOARD	\$5,000	\$5,000	\$0	
451-0970-432-42-51	T-4 SPATIAL SOFTWARE SUPPORT	\$14,000	\$14,000	\$0	
451-0970-432-42-51	UNIFORM SERVICES	\$8,000	\$8,000	\$0	
451-0970-432-42-51	UST COMPLIANCE -- LS #29	\$2,000	\$2,000	\$0	
451-0970-432-42-53	MEMBERSHIP, DUES, SUBSCRIPT	\$3,000	\$3,000	\$0	
451-0970-432-42-54	TRAVEL, CONFERENCE, MEETING	\$7,050	\$7,850	\$800	
451-0970-432-42-54	APWA NATIONAL CONGRESS (DIRECTOR)	\$800	\$1,100	\$300	
451-0970-432-42-54	DEPARTMENT RETREAT	\$750	\$750	\$0	
451-0970-432-42-54	STANDBY FASTRAK	\$1,500	\$1,500	\$0	
451-0970-432-42-54	TRAVEL, CONFERENCES, MEETINGS & TECH TRAINING	\$4,000	\$4,500	\$500	
451-0970-432-42-55	TRAINING	\$8,000	\$10,000	\$2,000	
451-0970-432-42-89	RATE ASSISTANCE PROGRAM	\$9,000	\$9,000	\$0	
<b>Totals Reallocation</b>		<b>\$955,715</b>	<b>\$1,045,077</b>	<b>\$89,362</b>	
451-0970-432-42-63	ALLOCATION OF OVERHEAD	\$955,715	\$1,045,077	\$89,362	
451-0970-432-42-63	INDIRECT COST ALLOCATION	\$932,979	\$1,001,464	\$68,485	
451-0970-432-42-63	INDIRECT COST ALLOCATION - 2nd Round	\$22,736	\$43,613	\$20,877	

**Detailed Analysis:**

Note: None.

# San Mateo-Foster City Public Financing Authority Loan Fund



The Estero Municipal Improvement District (EMID) and the City of San Mateo jointly own the San Mateo Wastewater Treatment Plant (WWTP) through a Joint Powers Agreement (JPA). As the lead agency, the City of San Mateo operates the plant. As co-owners of the Wastewater Treatment Plant (WWTP), EMID and San Mateo are responsible for providing efficient and reliable wastewater services to Foster City and the other communities served.

The NPDES permit issued to the WWTP in 2013 included special provisions requiring the development of a comprehensive Integrated Master Plan to address flow projections through the year 2035. The Clean Water Program (CWP) is a series of projects to upgrade and replace aging infrastructure, increase capacity, and meet current and future regulatory requirements by combining San Mateo's sanitary sewer collection system CIP with the San Mateo WWTP Master Plan Improvements. This includes meeting the Cities' sustainability objectives including the provision of recycled water.

In October 2014, CH2M was hired to provide Program Management Services to support all aspects of the Clean Water Program and to validate the WWTP Master Plan developed and completed by Carollo Engineers in 2014.

Due to the complexity of the project, the high volume of construction work anticipated in the Bay Area, and to ensure collaboration among all parties during construction, a CMAR delivery approach for the project was recommended and received endorsement by both Cities in May 2016.

In January 2017, San Mateo and EMID selected Sundt, as their Construction Manager at Risk (CMAR) constructor for Phase I of the WWTP expansion and upgrades project which involves providing services during the design of the project such as cost estimating, constructability reviews, value engineering recommendations, construction scheduling, engaging/negotiating with suppliers, construction bid packaging, and development of the Guaranteed Maximum Price (GMP) for the project. Phase II services include the construction of the project. Construction will be broken into 3 GMPs: Phase 1/GMP 1: mass excavation, demolition, and shoring of site; Phase 2/GMP 2: piles and under slab utilities; and Phase 3/GMP 3: remainder of the project including construction of the administration building. Each GMP will be brought forward to the Cities' elected Board/Council for approval.

In accordance with the percentages established in the JPA (San Mateo 75.88%, EMID 24.12%), EMID is responsible for relevant work related to the Wastewater Treatment Plant Master Plan improvements only.

EMID is not responsible for San Mateo's collection system improvements. Total project costs for the Clean Water Program is approximately \$1 billion in improvements over 10 years, which include the WWTP and San Mateo collection system projects. The estimated share of the WWTP costs for EMID is approximately \$153.6 million.

The San Mateo-Foster City Public Financing Authority (Authority) Loan Fund accounts for the payment of principal and interest on revenue bond debt issued by the Authority and loaned to the District to finance improvements for EMID's share of WWTP costs. In 2017, the Cities of San Mateo and Foster City formed a Joint Powers Financing Authority (JPFA) in order to apply for State Revolving Fund (SRF) loans and Revenue Bonds to fund the majority of the project costs. The application for a SRF loan for the WWTP expansion and upgrade project was submitted in February 2017. Based on the high demand on SRF funds, it is unlikely that SRF will be able to fund much, if any of the project costs. Therefore, the program pursued alternative loan options through the Water Infrastructure Finance and Innovation Act of 2014 (WIFIA) program which provides long term, low cost credit assistance to water and wastewater infrastructure projects of regional significance and revenue bonds to finance this project. The 1st Authority revenue bond issuance occurred on June 4, 2019 with EMID's portion amounting to \$33.8 million. There is no cross-collateralization between San Mateo and EMID.

In anticipation of the issuance of revenue bonds and the associated debt service payments, in 2017, the EMID Board approved the adoption of a 5 year rolling wastewater rate increase of 14.25% per year starting in FY 2017-18. In 2018, the EMID Board approved an additional 14.25% rate increase for FY 2022-23. In 2019, the District Board further approved a 10% rate increase to the rolling five-year model for FY 2023-24, and a 2% increase for FY 2024-25. The updated rate model recommends implementing a 2% increase FY 2024-25.

**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
**SAN MATEO-FOSTER CITY PUBLIC FINANCING AUTHORITY LOAN FUND**  
**(Fund 454)**  
**Annual Budget Appropriation for Fiscal Year**

<b>EXPENDITURES BY CATEGORY:</b>	<b>2023-24</b>		<b>2024-25</b>
	<b>APPROVED</b>	<b>PROJECTED</b>	<b>REQUESTED</b>
EMPLOYEE SERVICES	\$0	\$0	\$0
SERVICES AND SUPPLIES	\$1,863,716	\$1,863,716	\$1,867,891
CAPITAL OUTLAY	\$0	\$0	\$0
Subtotal (Total Department-Controlled Expenses)	\$1,863,716	\$1,863,716	\$1,867,891
INTERNAL SERVICES	\$0	\$0	\$0
Subtotal (Total Department Expenses before Reallocations)	\$1,863,716	\$1,863,716	\$1,867,891
REALLOCATIONS	\$0	\$0	\$0
<b>TOTAL FOR SAN MATEO-FOSTER CITY PUBLIC FINANCING AUTHORITY LOAN FUND</b>	<b>\$1,863,716</b>	<b>\$1,863,716</b>	<b>\$1,867,891</b>

**DETAIL LINE ITEM: 454 - San Mateo-Foster City Public Financing Authority Loan Fund Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Notes
<b>Totals</b>		<b>\$1,863,716</b>	<b>\$1,867,891</b>	<b>\$4,175</b>	
<b>Totals Services and Supplies</b>		<b>\$1,863,716</b>	<b>\$1,867,891</b>	<b>\$4,175</b>	
454-1120-415-42-51	CONTRACT, PROF, SPEC SVCS - Continuing Disclosure Fees	\$2,475	\$7,400	\$4,925	
454-1120-415-42-70	DEBT SERVICE-RETIRE PRINC - 2019 Revenue Bonds	\$600,000	\$630,000	\$30,000	
454-1120-415-42-71	DEBT SVC-INTEREST EXPENSE - 2019 Revenue Bonds	\$1,485,000	\$1,454,250	(\$30,750)	
454-1120-415-42-73	DEBT SVC-PAYING&FISCAL - Fiscal Agent fees	\$1,750	\$1,750	\$0	
454-1120-415-42-74	DEBT SVC-PREMIUM DISCOUNT	(\$225,509)	(\$225,509)	\$0	

**Detailed Analysis:**

Note                      None

**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
**PUBLIC WORKS**  
**WASTEWATER - EQUIPMENT REPLACEMENT FUND (Fund 458)**  
**Annual Budget Appropriation for Fiscal Year**

<b>EXPENDITURES BY CATEGORY:</b>	<b>2023-24</b>		<b>2024-25</b>
	<b>APPROVED</b>	<b>PROJECTED</b>	<b>REQUESTED</b>
EMPLOYEE SERVICES	\$0	\$0	\$0
SERVICES AND SUPPLIES	\$0	\$0	\$0
CAPITAL OUTLAY	\$391,850	\$423,501	\$142,350
Subtotal (Total Department-Controlled Expenses)	\$391,850	\$423,501	\$142,350
INTERNAL SERVICES	\$0	\$0	\$0
Subtotal (Total Department Expenses before Reallocations)	\$391,850	\$423,501	\$142,350
REALLOCATIONS	\$0	\$0	\$0
<b>TOTAL FOR WASTEWATER EQUIPMENT REPLACEMENT</b>	<b>\$391,850</b>	<b>\$423,501</b>	<b>\$142,350</b>

**DETAIL LINE ITEM: 458 - Wastewater Equipment Replacement Fund Expenses**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Notes
<b>Totals</b>		<b>\$391,850</b>	<b>\$142,350</b>	<b>(\$249,500)</b>	
<b>Totals Capital Outlay</b>		<b>\$391,850</b>	<b>\$142,350</b>	<b>(\$249,500)</b>	
458-0110-413-43-85	MACHINERY & EQUIP >5000	\$391,850	\$142,350	(\$249,500)	

**Detailed Analysis:**

Note                      None

## **Water Infrastructure Finance and Innovation Act (WIFIA) Loan and Wastewater Revenue Notes (Fund 459)**

The WIFIA program was established by the Water Infrastructure Finance and Innovation Act of 2014 and provides a long-term, low-cost loan for the District's Wastewater Treatment Plant Master Plan Improvements project (CIP 455-652).

On November 5, 2020, the Estero Municipal Improvement District (EMID) entered into agreement with the San Mateo-Foster City Public Financing Authority (PFA) and the Environmental Protection Agency (EPA) for a \$66,860,640 WIFIA loan. The loan is anticipated to be disbursed to payoff 2021 Wastewater Revenue Notes on August 1, 2025.

On July 1, 2021, the San Mateo-Foster City Public Financing Authority issued Wastewater Revenue Notes with EMID's portion amounting to \$62.76 million to finance the WWTP costs.

On February 15, 2024, the City of San Mateo and EMID successfully closed a defeasance of the 2021 Wastewater Notes for \$62,760,000. Since both the agencies submitted draw requisitions for the full amount of \$66,860,640, the remaining proceeds are invested in an escrow of US Treasuries.

The WIFIA and Wastewater Revenue Notes Fund accounts for debt service payments associated with the WIFIA loan and Wastewater Revenue Notes.

**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
**PUBLIC WORKS**  
**WASTEWATER - WIFIA LOAN FUND (Fund 459)**  
**Annual Budget Appropriation for Fiscal Year**

<b>EXPENDITURES BY CATEGORY:</b>	<b>2023-24</b>		<b>2024-25</b>
	<b>APPROVED</b>	<b>PROJECTED</b>	<b>REQUESTED</b>
EMPLOYEE SERVICES	\$0	\$0	\$0
SERVICES AND SUPPLIES	\$3,144,950	\$3,144,950	\$3,875,403
CAPITAL OUTLAY	\$0	\$0	\$0
Subtotal (Total Department-Controlled Expenses)	\$3,144,950	\$3,144,950	\$3,875,403
INTERNAL SERVICES	\$0	\$0	\$0
Subtotal (Total Department Expenses before Reallocations)	\$3,144,950	\$3,144,950	\$3,875,403
REALLOCATIONS	\$0	\$0	\$0
<b>TOTAL FOR WATER INFRASTRUCTURE FINANCE &amp; INNOVATION ACT LOAN</b>	<b>\$3,144,950</b>	<b>\$3,144,950</b>	<b>\$3,875,403</b>

**DETAIL LINE ITEM: 459 - WIFIA LOAN FUND EXPENSES**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Notes
<b>Totals</b>		<b>\$3,144,950</b>	<b>\$3,875,403</b>	<b>\$730,453</b>	
<b>Totals Services and Supplies</b>		<b>\$3,144,950</b>	<b>\$3,875,403</b>	<b>\$730,453</b>	
459-1120-415-42-51	CONTRACT, PROF, SPEC SVCS - Continuing Disclosure Fees	\$4,950	\$4,950	\$0	
459-1120-415-42-71	DEBT SVC-INTEREST EXPENSE	\$3,138,000	\$3,868,453	\$730,453	
459-1120-415-42-71	2021 WW Revenue Notes	\$3,138,000	\$3,138,000	\$0	
459-1120-415-42-71	2020 WIFIA Loan Interest	\$0	\$730,453	\$730,453	
459-1120-415-42-73	DEBT SVC-PAYING&FISCAL - Fiscal agent fees	\$2,000	\$2,000	\$0	

**Detailed Analysis:**

Note                      None



## **STATE REVOLVING FUND (SRF) (Fund 461)**

On May 11, 2022, the District entered into an agreement with The San Mateo-Foster City Public Financing Authority (PFA) and the California State Water Resources Control Board for a \$33,583,004 loan. The funds are being used for a Clean Water Revolving Fund project to upgrade and expand the wastewater treatment plant. The loan bears interest at 0.8 percent per year and the final installment payment is due August 31, 2054.

**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
**PUBLIC WORKS**  
**STATE REVOLVING FUND (SRF) (Fund 461)**  
**Annual Budget Appropriation for Fiscal Year**

<b>EXPENDITURES BY CATEGORY:</b>	<b>2023-24</b>		<b>2024-25</b>
	<b>APPROVED</b>	<b>PROJECTED</b>	<b>REQUESTED</b>
EMPLOYEE SERVICES	\$0	\$0	\$0
SERVICES AND SUPPLIES	\$0	\$0	\$136,332
CAPITAL OUTLAY	\$0	\$0	\$0
Subtotal (Total Department-Controlled Expenses)	\$0	\$0	\$136,332
INTERNAL SERVICES	\$0	\$0	\$0
Subtotal (Total Department Expenses before Reallocations)	\$0	\$0	\$136,332
REALLOCATIONS	\$0	\$0	\$0
<b>TOTAL FOR WATER INFRASTRUCTURE FINANCE &amp; INNOVATION ACT LOAN</b>	<b>\$0</b>	<b>\$0</b>	<b>\$136,332</b>

**DETAIL LINE ITEM: 461 - STATE REVOLVING FUND (SRF) EXPENSES**

Account String	Object Name / Description	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Notes
<b>Totals</b>		<b>\$0</b>	<b>\$136,332</b>	<b>\$136,332</b>	
<b>Totals Services and Supplies</b>		<b>\$0</b>	<b>\$136,332</b>	<b>\$136,332</b>	
461-1120-415-42-51	CONTRACT, PROF, SPEC SVCS	\$0	\$2,000	\$2,000	
461-1120-415-42-71	DEBT SVC-INTEREST EXPENSE	\$0	\$134,332	\$134,332	

**Detailed Analysis:**

Note                      None

# Vehicle Replacement Fund



The mission and goal of the Vehicle Maintenance program is to provide management, maintenance, and inspection of all City/District vehicles and provide an efficient and safe vehicle fleet through established vehicle maintenance procedures. The Vehicle Maintenance Division develops ongoing maintenance programs for City vehicles and works to develop a cost-effective inventory system. The Vehicle Replacement Fund provides for the distribution of costs among user departments and replacement of vehicles in a timely manner to accomplish program goals.

The Division's staff consists of one (1) Building/Vehicle Manager (50%), one (1) full-time Mechanic I, and one (1) full-time Small Engine Mechanic with leadership and administrative support. This budget also includes a new Fleet Supervisor position. The Fleet Supervisory classification was approved by City Council Resolution 2023-121 on December 18, 2023.

**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
**PUBLIC WORKS**  
**VEHICLE REPLACEMENT FUND (#501)**  
**Annual Budget Appropriation for Fiscal Year**

<b>EXPENDITURES BY CATEGORY:</b>	<b>2023-24</b>		<b>2024-25</b>
	<b>APPROVED</b>	<b>PROJECTED</b>	<b>REQUESTED</b>
EMPLOYEE SERVICES	\$623,951	\$633,455	\$884,880
SERVICES AND SUPPLIES	\$476,250	\$476,250	\$568,550
CAPITAL OUTLAY	\$100,000	\$766,815	\$845,000
Subtotal (Total Department-Controlled Expenses)	\$1,200,201	\$1,876,520	\$2,298,430
INTERNAL SERVICES	\$257,855	\$258,031	\$313,097
Subtotal (Total Department Expenses before Reallocations)	\$1,458,056	\$2,134,551	\$2,611,527
REALLOCATIONS	\$0	\$0	\$0
<b>TOTAL FOR VEHICLE REPLACEMENT</b>	<b>\$1,458,056</b>	<b>\$2,134,551</b>	<b>\$2,611,527</b>

**DETAIL LINE ITEM: 501 - Vehicle Replacement Fund Expenses**

Account String	Object Name	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Notes
<b>Totals</b>		<b>\$1,458,056</b>	<b>\$2,611,527</b>	<b>\$1,153,471</b>	
<b>Totals Capital Outlay</b>		<b>\$100,000</b>	<b>\$845,000</b>	<b>\$745,000</b>	
501-0560-431-43-84	MOTOR VEHICLES	\$100,000	\$845,000	\$745,000	
501-0560-431-43-84	CITYWIDE VEHICLES	\$0	\$745,000	\$745,000	
501-0560-431-43-84	CONTINGENCY	\$100,000	\$100,000	\$0	
<b>Totals Employee Services</b>		<b>\$623,951</b>	<b>\$884,880</b>	<b>\$260,929</b>	<b>1</b>
501-0560-431-41-10	PERMANENT SALARIES	\$339,631	\$497,699	\$158,068	
501-0560-431-41-12	OVERTIME	\$1,000	\$1,064	\$64	
501-0560-431-41-21	PERS RETIREMENT	\$36,359	\$56,172	\$19,813	
501-0560-431-41-35	FLEX ALLOWANCE	\$54,705	\$98,032	\$43,327	
501-0560-431-41-36	WORKERS COMPENSATION	\$28,116	\$41,772	\$13,656	
501-0560-431-41-39	OTHER FRINGE BENEFITS	\$13,850	\$23,957	\$10,107	
501-0560-431-41-41	GASB68 PENSION EXP-PERS	\$70,000	\$69,000	(\$1,000)	
501-0560-431-41-42	GASB75 OPEB EXP-PEMHCA	\$4,000	\$5,000	\$1,000	
501-0560-431-41-61	EMPLOYEE BENEFIT-PERS UAL	\$76,290	\$92,184	\$15,894	
<b>Totals Internal Services</b>		<b>\$257,855</b>	<b>\$313,097</b>	<b>\$55,242</b>	
501-0560-431-41-40	COMPENSATED ABSENCES	\$9,165	\$0	(\$9,165)	
501-0560-431-41-54	PEMHCA	\$2,234	\$2,352	\$118	
501-0560-431-42-56	EQUIP REPLACEMENT CHARGES	\$30,771	\$20,834	(\$9,937)	
501-0560-431-42-57	COMM & INFO SERVICES CHGS	\$18,311	\$19,287	\$976	
501-0560-431-42-62	INSURANCE & OTHER COSTS	\$197,374	\$270,624	\$73,250	
<b>Totals Services and Supplies</b>		<b>\$476,250</b>	<b>\$568,550</b>	<b>\$92,300</b>	
501-0560-431-42-43	GENERAL OFFICE SUPPLIES	\$1,200	\$1,700	\$500	
501-0560-431-42-43	BOOTS/UNIFORMS	\$600	\$1,100	\$500	
501-0560-431-42-43	OFFICE & JANITORIAL SUPPLIES	\$200	\$200	\$0	
501-0560-431-42-43	SMALL TOOLS	\$400	\$400	\$0	
501-0560-431-42-46	MAINT-FACILITY & EQUIP	\$463,500	\$554,500	\$91,000	
501-0560-431-42-46	AUTO PARTS	\$30,000	\$30,000	\$0	
501-0560-431-42-46	DIESEL FUEL	\$56,000	\$56,000	\$0	
501-0560-431-42-46	GASOLINE	\$260,000	\$260,000	\$0	
501-0560-431-42-46	GASOLINE - SAN MATEO CONSOLIDATED FIRE	\$0	\$90,000	\$90,000	
501-0560-431-42-46	RECYCLING, TIRES DISPOSAL, BATTERIES, FILTERS	\$2,500	\$2,500	\$0	
501-0560-431-42-46	RETROFIT EXHAUST SYSTEMS ON DIESEL VEHICLES	\$10,000	\$10,000	\$0	
501-0560-431-42-46	TIRES (REPLACEMENT, REPAIR, FRONT END WORK)	\$20,000	\$20,000	\$0	
501-0560-431-42-46	VEHICLE REPAIRS	\$82,000	\$83,000	\$1,000	
501-0560-431-42-46	WASH, DETAIL, TOUCH UP STAFF VEHICLES	\$3,000	\$3,000	\$0	
501-0560-431-42-47	RENTS AND LEASES - RENTAL OF MISCELLANEOUS EQUIPMENT	\$800	\$800	\$0	
501-0560-431-42-48	UTILITIES & COMMUNICATION - RADIO MAINTENANCE	\$4,000	\$4,000	\$0	
501-0560-431-42-51	CONTRACT, PROF, SPEC SVCS -UNIFORM SERVICES	\$5,000	\$5,800	\$800	
501-0560-431-42-53	MEMBERSHIP,DUES,SUBSCRIPT - NATIONAL AUTOMOBILE FLEET ASSOCIATION (NAFA)	\$500	\$500	\$0	
501-0560-431-42-54	TRAVEL,CONFERENCE,MEETING - FLEET MAINTENANCE/NOR CAL CONFERENCES	\$500	\$500	\$0	
501-0560-431-42-55	TRAINING - FORD & TOYOTA DIAGNOSTIC CERT TRAINING	\$750	\$750	\$0	

**Detailed Analysis:**

Note 1 Add One (1) FTE - Fleet Supervisor



# Equipment Replacement Fund



This fund was established to provide for the timely and orderly replacement of equipment valued over \$1,000. This internal service fund allows the City to plan ahead for the replacement of its equipment. The expenditure figure represents the schedule of equipment to be replaced during the fiscal year and deemed to be in need of replacement.

A consistent methodology is used to capture replacement funds for operating department replacement needs. Individually significant assets (over \$1,000), or a pool of assets (which may be less than \$1,000 individually, but when pooled together exceed \$1,000) are assigned replacement values and estimated useful lives. Operating departments are then charged an annual replacement charge such that the replacement value is available upon expiration of the asset. Any changes to replacement values and/or estimated useful lives that occur subsequent to the asset being placed on the Equipment Replacement list are handled on a prospective (or “go-forward”) basis.

This Fund accounts for replacement of assets other than those assets related to Water Operations or Wastewater Operations (which are accounted for in those respective Enterprise funds), or those assets specifically relating to the activities of Vehicle Replacement, Information Technology, and Building Maintenance.

**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
CITY MANAGER  
EQUIPMENT REPLACEMENT FUND (#502)  
Annual Budget Appropriation for Fiscal Year

<b>EXPENDITURES BY CATEGORY:</b>	<b>2023-24</b>		<b>2024-25</b>
	<b>APPROVED</b>	<b>PROJECTED</b>	<b>REQUESTED</b>
EMPLOYEE SERVICES	\$0	\$0	\$0
SERVICES AND SUPPLIES	\$16,900	\$16,900	\$3,500
CAPITAL OUTLAY	\$512,600	\$512,600	\$612,800
Subtotal (Total Department-Controlled Expenses)	\$529,500	\$529,500	\$616,300
INTERNAL SERVICES	\$0	\$0	\$0
Subtotal (Total Department Expenses before Reallocations)	\$529,500	\$529,500	\$616,300
REALLOCATIONS	\$0	\$0	\$0
<b>TOTAL FOR EQUIPMENT REPLACEMENT</b>	<b>\$529,500</b>	<b>\$529,500</b>	<b>\$616,300</b>

**DETAIL LINE ITEM: 502 - Equipment Replacement Fund Expenses**

Account String	Object Name	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Notes
<b>Totals</b>		<b>\$529,500</b>	<b>\$616,300</b>	<b>\$86,800</b>	
<b>Totals Services and Supplies</b>		<b>\$16,900</b>	<b>\$3,500</b>	<b>(\$13,400)</b>	
502-0110-413-42-45	TOOLS & EQUIP(<5000@ITEM)	\$16,900	\$3,500	(\$13,400)	
<b>Totals Internal Services</b>		<b>\$512,600</b>	<b>\$612,800</b>	<b>\$100,200</b>	
502-0110-413-43-85	MACHINERY & EQUIP >5000	\$437,300	\$577,800	\$140,500	
502-0110-413-43-85	Emergency Replacement	\$50,000	\$50,000	\$0	
502-0110-413-43-85	Equipment Replacement - GF	\$387,300	\$527,800	\$140,500	
502-0110-413-43-87	FC PEG CHANNEL CAPITAL	\$75,300	\$35,000	(\$40,300)	

**Detailed Analysis:**

Note None



# Self-Insurance Fund



The Self Insurance Fund was established many years ago as a cost-savings tool to address the high cost of purchasing commercial liability insurance. The City/District currently has a self-insured retention of \$100,000, meaning that the City/District pays all expenses associated with a claim up to the first \$100,000. The City of Foster City/Estero Municipal Improvement District is a member of a self-insured insurance pool known as PLAN (Pooled Liability Assurance Network) JPA that provides general liability coverage from \$100,000 to \$25,000,000 per claim. Any claim over \$25,000,000 is the City's responsibility. The pool also jointly purchases all-risk (property) and public officials' bond insurance coverage for member agencies. PLAN JPA offers additional insurance and the City participates in an enhanced cyber insurance program.

Expenditures in this fund represent the PLAN JPA premium and an allowance for expenses that may be incurred below the \$100,000 liability self-insured retention, as well as property and vehicle damage deductibles. PLAN JPA premiums are largely based on the member's payroll, services provided, and the value of property insured.

Revenues are derived from assessments to the City General Fund, vehicle replacement fund, water fund and wastewater/sewer fund; interest earnings; and any rebates of the PLAN JPA premiums based on positive experience and PLAN policy.

The Self-Insurance Fund is funded to a target reserve level of \$1 million.

**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
**HUMAN RESOURCES**  
**SELF-INSURANCE FUND (#503)**  
Annual Budget Appropriation for Fiscal Year

<b>EXPENDITURES BY CATEGORY:</b>	<b>2023-24</b>		<b>2024-25</b>
	<b>APPROVED</b>	<b>PROJECTED</b>	<b>REQUESTED</b>
EMPLOYEE SERVICES	\$0	\$0	\$0
SERVICES AND SUPPLIES	\$1,532,807	\$1,532,807	\$2,007,000
CAPITAL OUTLAY	\$0	\$0	\$0
Subtotal (Total Department-Controlled Expenses)	\$1,532,807	\$1,532,807	\$2,007,000
INTERNAL SERVICES	\$0	\$0	\$0
Subtotal (Total Department Expenses before Reallocations)	\$1,532,807	\$1,532,807	\$2,007,000
REALLOCATIONS	\$0	\$0	\$0
<b>TOTAL FOR SELF INSURANCE</b>	<b>\$1,532,807</b>	<b>\$1,532,807</b>	<b>\$2,007,000</b>

**DETAIL LINE ITEM: 503 - Self Insurance Fund Expenses**

Account String	Object Name	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Notes
<b>Totals</b>		<b>\$1,532,807</b>	<b>\$2,007,000</b>	<b>\$474,193</b>	
<b>Totals Services and Supplies</b>		<b>\$1,532,807</b>	<b>\$2,007,000</b>	<b>\$474,193</b>	
503-1220-415-42-41	COPY EXPENSE	\$200	\$200	\$0	
503-1220-415-42-42	POSTAGE EXPENSE	\$200	\$200	\$0	
503-1220-415-42-51	CONTRACT, PROF, SPEC SVCS	\$260,000	\$260,000	\$0	
503-1220-415-42-51	LEGAL, PROFESSIONAL/CONTRACTUAL SVCS	\$130,000	\$130,000	\$0	
503-1220-415-42-51	ADA TRANSITION PLAN	\$130,000	\$130,000	\$0	
503-1220-415-42-53	MEMBERSHIP,DUES,SUBSCRIPT	\$600	\$600	\$0	
503-1220-415-42-53	PRIMA MEMBERSHIP DUES	\$450	\$450	\$0	
503-1220-415-42-53	PARMA MEMBERSHIP DUES	\$150	\$150	\$0	
503-1220-415-42-62	INSURANCE & OTHER COSTS	\$1,271,807	\$1,746,000	\$474,193	1

**Detailed Analysis:**

Note 1                      The actual FY 2024-25 premiums for all insurance are projected to be higher due to the impact of the losses that were experienced in the insurance market (series of hurricanes, flood and fires).

# Information Technology Fund



The role of Information Technology is to provide responsive, secure and effective support of the City's network, applications and communication services by coordinating and overseeing the budgeting, planning, implementation, operation and maintenance of City-wide systems and ensure that systems development or implementation proceeds in a logical, integrated and cost-effective manner.

The Information Technology Fund is an Internal Services fund that accounts for the City's investment (both capital and people) in Information Technology. Operating departments are charged back for all of the expenses incurred in this fund based upon their utilization of such technology. Chargebacks also include a charge for IT equipment replacement.

## PROPOSED SERVICE LEVELS

The objective of the IT Division of the Administrative Services Department is to support and maintain the existing Information Technology infrastructures, enterprise-wide and department applications, systems and hardware. IT will continue to have as its highest priority the maintenance of existing network infrastructure, maintaining existing software solutions (of which public safety and financial applications will receive the highest priority of service), and providing desktop support for operating departments. IT will provide proactive assistance in helping departments review business processes, developing or acquiring new applications or revising existing applications and improving existing network infrastructure to support streamlined business processes.

- Support and maintain the existing infrastructures, enterprise-wide and department applications, systems and hardware.
- Maintain at all times the Public Safety applications and Financial Systems that have been identified as critical systems. High priority would be given to the services and systems that support the entire organization.
- Support and maintain the existing applications developed by the City. In addition, support and maintain new development on an as-needed basis.
- Support and maintain the existing 3rd party applications. Work with City departments to integrate new applications, systems or devices.
- Support and maintain network security, virus protection and network administration to protect the City's infrastructure.
- Maintain the City's data / voice communication systems and Internet presence.
- Provide staff training and support for maximum utilization of existing software applications and hardware.

**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
**CITY / DISTRICT MANAGER**  
**INFORMATION TECHNOLOGY FUND (#504)**  
**Annual Budget Appropriation for Fiscal Year**

<b>EXPENDITURES BY CATEGORY:</b>	<b>2023-24</b>		<b>2024-25</b>
	<b>APPROVED</b>	<b>PROJECTED</b>	<b>REQUESTED</b>
EMPLOYEE SERVICES	\$1,055,887	\$1,057,182	\$1,122,169
SERVICES AND SUPPLIES	\$1,060,350	\$1,133,350	\$1,229,350
CAPITAL OUTLAY	\$753,000	\$680,000	\$152,000
Subtotal (Total Department-Controlled Expenses)	\$2,869,237	\$2,870,532	\$2,503,519
INTERNAL SERVICES	\$22,032	\$22,052	\$7,680
Subtotal (Total Department Expenses before Reallocations)	\$2,891,269	\$2,892,584	\$2,511,199
REALLOCATIONS	\$0	\$0	\$0
<b>TOTAL FOR COMMUNICATION &amp; INFO SVC</b>	<b>\$2,891,269</b>	<b>\$2,892,584</b>	<b>\$2,511,199</b>

**DETAIL LINE ITEM: 504 - Information Technology Fund Expenses**

Account String	Object Name	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Notes
<b>Totals</b>		<b>\$2,891,269</b>	<b>\$2,511,199</b>	<b>(\$380,070)</b>	
<b>Totals Capital Outlay</b>		<b>\$753,000</b>	<b>\$152,000</b>	<b>(\$601,000)</b>	
504-0160-419-43-88	COMPUTER EQUIPMENT	\$753,000	\$152,000	(\$601,000)	
504-0160-419-43-88	911 DIGITAL RECORDING LOGGING SYSTEM	\$30,000	\$0	(\$30,000)	
504-0160-419-43-88	ASI400 SERVER REPLACEMENT	\$60,000	\$0	(\$60,000)	
504-0160-419-43-88	BACKUP SYSTEM REPLACEMENT	\$60,000	\$0	(\$60,000)	
504-0160-419-43-88	CITY ID CARD PRINTING SYSTEM	\$0	\$6,000	\$6,000	
504-0160-419-43-88	COPIER REPLACEMENT	\$15,000	\$0	(\$15,000)	
504-0160-419-43-88	DESKTOP PC REPLACEMENTS	\$35,100	\$3,200	(\$31,900)	
504-0160-419-43-88	DOOR/GATE SECURITY SYSTEM UPDATES	\$50,000	\$0	(\$50,000)	
504-0160-419-43-88	EOC COMPUTER EQUIPMENT	\$0	\$10,000	\$10,000	
504-0160-419-43-88	LAPTOP REPLACEMENTS	\$7,400	\$21,800	\$14,400	
504-0160-419-43-88	LIVESCAN FINGERPRINTING SYSTEM	\$0	\$31,000	\$31,000	
504-0160-419-43-88	MULTI-FACTOR AUTHENTICATION KEYFOBS	\$7,500	\$0	(\$7,500)	
504-0160-419-43-88	PATROL CAR MODEMS	\$40,000	\$0	(\$40,000)	
504-0160-419-43-88	PHONE SYSTEM REPLACEMENT	\$275,000	\$0	(\$275,000)	
504-0160-419-43-88	POLICE DISPATCH BATTERY BACKUP SYSTEM	\$0	\$50,000	\$50,000	
504-0160-419-43-88	SCHEDULING SOFTWARE FOR POLICE	\$75,000	\$0	(\$75,000)	
504-0160-419-43-88	SURVEILLANCE CAMERA SYSTEMS SERVER REPLACEMENTS	\$0	\$30,000	\$30,000	
504-0160-419-43-88	TRAINING LAPTOP REPLACEMENTS	\$15,000	\$0	(\$15,000)	
504-0160-419-43-88	UPS BATTERY REPLACEMENTS	\$8,000	\$0	(\$8,000)	
504-0160-419-43-88	VMWARE SERVER REPLACEMENT	\$75,000	\$0	(\$75,000)	
<b>Totals Employee Services</b>		<b>\$1,055,887</b>	<b>\$1,122,169</b>	<b>\$66,282</b>	
504-0160-419-41-10	PERMANENT SALARIES	\$640,694	\$658,053	\$17,359	
504-0160-419-41-21	PERS RETIREMENT	\$71,865	\$73,071	\$1,206	
504-0160-419-41-35	FLEX ALLOWANCE	\$105,047	\$116,401	\$11,354	
504-0160-419-41-36	WORKERS COMPENSATION	\$2,439	\$1,993	(\$446)	
504-0160-419-41-39	OTHER FRINGE BENEFITS	\$38,793	\$39,179	\$386	
504-0160-419-41-41	GASB68 PENSION EXP-PERS	\$51,000	\$60,000	\$9,000	
504-0160-419-41-42	GASB75 OPEB EXP-PEMHCA	\$6,000	\$8,000	\$2,000	
504-0160-419-41-61	EMPLOYEE BENEFIT-PERS UAL	\$140,049	\$165,472	\$25,423	
<b>Totals Internal Services</b>		<b>\$22,032</b>	<b>\$7,680</b>	<b>(\$14,352)</b>	
504-0160-419-41-40	COMPENSATED ABSENCES	\$16,560	\$0	(\$16,560)	
504-0160-419-41-54	PEMHCA	\$5,472	\$7,680	\$2,208	
<b>Totals Services and Supplies</b>		<b>\$1,060,350</b>	<b>\$1,229,350</b>	<b>\$169,000</b>	
504-0160-419-42-40	SPECIAL DEPARTMENTAL SUPPLIES- CONTINGENCY / EMERGENCY EQUIPMENT REPLACEMENT	\$50,000	\$50,000	\$0	
504-0160-419-42-41	COPY EXPENSE	\$750	\$750	\$0	
504-0160-419-42-42	POSTAGE EXPENSE - CORRESPONDENCE, PACKAGES, ETC.	\$300	\$300	\$0	
504-0160-419-42-43	GENERAL OFFICE SUPPLIES	\$400	\$400	\$0	
504-0160-419-42-45	TOOLS & EQUIP(<5000@ITEM)-REPLACEMENT MONITORS & PROJECTORS & CAMERAS (AS NEEDED)	\$9,000	\$9,000	\$0	

**DETAIL LINE ITEM: 504 - Information Technology Fund Expenses (Continued)**

Account String	Object Name	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Notes
504-0160-419-42-46	MAINT-FACILITY & EQUIP	\$768,500	\$915,500	\$147,000	
504-0160-419-42-46	ADOBE SOFTWARE SUBSCRIPTIONS	\$9,000	\$10,000	\$1,000	
504-0160-419-42-46	AGENDA/MINUTES/VIDEO STREAMING ANNUAL FEE	\$25,000	\$26,000	\$1,000	
504-0160-419-42-46	ANTIVIRUS SOFTWARE MAINTENANCE	\$15,000	\$15,000	\$0	
504-0160-419-42-46	APPLICANT TRACKING/ONBOARDING SOFTWARE SUBSCRIPTION	\$10,000	\$0	(\$10,000)	
504-0160-419-42-46	BACKUP HARDWARE MAINT AND CLOUD REPLICATION	\$28,000	\$29,000	\$1,000	
504-0160-419-42-46	BUSINESS CONTINUITY SERVICES	\$20,000	\$20,000	\$0	
504-0160-419-42-46	CITIZEN REQUEST MAINTENANCE APP (SeeClickFix)	\$7,000	\$8,000	\$1,000	
504-0160-419-42-46	CLOSED CAPTIONING SERVICES FOR MEETING VIDEOS	\$15,000	\$0	(\$15,000)	
504-0160-419-42-46	CLOUD BASED EMAIL ARCHIVE/SPAM FILTER/BACKUP	\$21,000	\$24,000	\$3,000	
504-0160-419-42-46	CMMS SOFTWARE MAINTENANCE	\$34,000	\$51,000	\$17,000	
504-0160-419-42-46	COMCAST DIGITAL BOXES	\$3,000	\$4,000	\$1,000	
504-0160-419-42-46	DEBT BOOK SOFTWARE SUBSCRIPTION FOR GASB 96 (SBITA) IMPLEMENTATION	\$0	\$12,000	\$12,000	
504-0160-419-42-46	DOCUMENT MANAGEMENT SOFTWARE MAINTENANCE	\$27,000	\$28,000	\$1,000	
504-0160-419-42-46	EMPLOYEE ONBOARDING SOFTWARE SUBSCRIPTION	\$0	\$10,000	\$10,000	
504-0160-419-42-46	EMPLOYEE PERFORMANCE REVIEW SOFTWARE SUBSCRIPTION	\$6,000	\$15,000	\$9,000	
504-0160-419-42-46	E-SIGNATURE SOFTWARE SUBSCRIPTIONS	\$13,000	\$12,000	(\$1,000)	
504-0160-419-42-46	FIREWALL MAINTENANCE	\$15,000	\$15,000	\$0	
504-0160-419-42-46	FPPC ELECTRONIC FILING FOR CANDIDATES (NETFILE)	\$0	\$5,000	\$5,000	
504-0160-419-42-46	GIS AERIAL PHOTOGRAPHY SUBSCRIPTION	\$10,000	\$13,000	\$3,000	
504-0160-419-42-46	GIS SOFTWARE MAINTENANCE	\$43,000	\$59,000	\$16,000	
504-0160-419-42-46	HTE SOFTWARE ANNUAL MAINTENANCE	\$72,000	\$75,000	\$3,000	
504-0160-419-42-46	ISeries SOFTWARE & HARDWARE MAINTENANCE	\$10,000	\$10,000	\$0	
504-0160-419-42-46	KPI DASHBOARD FOR CITY STRATEGIC WORKPLAN	\$0	\$20,000	\$20,000	
504-0160-419-42-46	MANAGED SECURITY SERVICES	\$50,000	\$50,000	\$0	
504-0160-419-42-46	MICROSOFT SERVER, OFFICE AND CAL LICENSES - EA	\$90,000	\$90,000	\$0	
504-0160-419-42-46	OPENGOV BUDGETING SOFTWARE MAINTENANCE	\$51,000	\$51,000	\$0	
504-0160-419-42-46	OTHER SOFTWARE MAINTENANCE (<\$3000)	\$25,000	\$28,000	\$3,000	
504-0160-419-42-46	PLACER.AI SUBSCRIPTION (FOOT TRAFFIC ANALYTICS FOR PAKRS & RECREATION)	\$0	\$17,000	\$17,000	
504-0160-419-42-46	POLICE DISPATCH BATTERY BACKUP MAINTENANCE	\$3,500	\$3,500	\$0	
504-0160-419-42-46	POLICE SOFTWARE MAINTENANCE (CAD/RMS, OTHERS)	\$80,000	\$83,000	\$3,000	
504-0160-419-42-46	POLICE TIMEKEEPING SOFTWARE SUBSCRIPTION	\$0	\$30,000	\$30,000	
504-0160-419-42-46	PRINTER&SCANNER MAINT/TONER/REPAIR	\$7,000	\$7,000	\$0	
504-0160-419-42-46	PUBLIC ENGAGEMENT SOFTWARE	\$20,000	\$20,000	\$0	
504-0160-419-42-46	RECREATION CLASS REGISTRATION SOFTWARE MAINT	\$8,000	\$17,000	\$9,000	
504-0160-419-42-46	REMOTE MONITORING/MANAGEMENT (RMM) SOFTWARE SUBSCRIPTION	\$7,500	\$8,000	\$500	
504-0160-419-42-46	TELEPHONE SYSTEM MAINTENANCE	\$14,000	\$14,000	\$0	
504-0160-419-42-46	VMWARE SOFTWARE MAINTENANCE	\$12,000	\$12,000	\$0	
504-0160-419-42-46	WEBSITE ACCESSIBILITY MONITORING SOFTWARE	\$0	\$6,500	\$6,500	
504-0160-419-42-46	WEBSITE CONTENT MANAGEMENT SOFTWARE MAINT	\$7,500	\$7,500	\$0	
504-0160-419-42-46	ZOOM SOFTWARE SUBSCRIPTIONS	\$10,000	\$10,000	\$0	

**DETAIL LINE ITEM: 504 - Information Technology Fund Expenses (Continued)**

Account String	Object Name	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Notes
504-0160-419-42-48	UTILITIES & COMMUNICATION	\$131,000	\$135,000	\$4,000	
504-0160-419-42-48	AT&T TELEPHONE SERVICES	\$20,000	\$22,000	\$2,000	
504-0160-419-42-48	CELL PHONE (T-MOBILE)	\$42,000	\$43,000	\$1,000	
504-0160-419-42-48	DATA ACCESS IN VEHICLES (PD/IT)	\$7,000	\$7,000	\$0	
504-0160-419-42-48	INTERNET SERVICE PROVIDER	\$62,000	\$63,000	\$1,000	
504-0160-419-42-51	CONTRACT, PROF, SPEC SVCS	\$63,000	\$57,000	(\$6,000)	
504-0160-419-42-51	AS400 CONSULTING SERVICES	\$3,000	\$3,000	\$0	
504-0160-419-42-51	CARRYOVER - IT STRATEGIC PLAN CONSULTANT	\$60,000	\$0	(\$60,000)	
504-0160-419-42-51	POLICE DATABASE OPTIMIZATION CONSULTING	\$0	\$4,000	\$4,000	
504-0160-419-42-51	SECURITY AUDIT/PENETRATION TESTING	\$0	\$15,000	\$15,000	
504-0160-419-42-51	SHAREPOINT/INTUNE DEVELOPMENT	\$0	\$20,000	\$20,000	
504-0160-419-42-51	WWW.FOSTERCITY.ORG REFRESH	\$0	\$15,000	\$15,000	
504-0160-419-42-53	MEMBERSHIP,DUES,SUBSCRIPT	\$900	\$900	\$0	
504-0160-419-42-54	TRAVEL,CONFERENCE,MEETING	\$4,500	\$13,500	\$9,000	
504-0160-419-42-54	ESRI CONFERENCE	\$0	\$4,000	\$4,000	
504-0160-419-42-54	OPENGOV CONFERENCE	\$0	\$5,000	\$5,000	
504-0160-419-42-54	STAFF/MISAC CONFERENCE	\$4,500	\$4,500	\$0	
504-0160-419-42-55	TRAINING	\$10,000	\$10,000	\$0	
504-0160-419-42-55	IT TECHNICAL TRAINING	\$7,500	\$7,500	\$0	
504-0160-419-42-55	SECURITY AWARENESS TRAINING SUBSCRIPTION	\$2,500	\$2,500	\$0	
504-0160-419-42-59	PC, SOFTWARE & HARDWARE	\$22,000	\$37,000	\$15,000	
504-0160-419-42-59	PRINTER/SCANNER REPLACEMENTS (AS NEEDED)	\$3,000	\$3,000	\$0	
504-0160-419-42-59	SOFTWARE & HARDWARE TOOLS - CITYWIDE (<\$1000)	\$5,000	\$14,000	\$9,000	
504-0160-419-42-59	SOFTWARE & HARDWARE TOOLS - IT (<\$1000)	\$14,000	\$5,000	(\$9,000)	
504-0160-419-42-59	ZOOM EQUIPMENT FOR CONFERENCE ROOMS	\$0	\$15,000	\$15,000	

**Detailed Analysis:**

Note None.

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# Building Maintenance Fund



The Building Maintenance Fund captures and distributes the costs of City-wide Building Maintenance. Building Maintenance Division staff ensures that all City facilities are safe and clean by providing management, maintenance and inspection of City/District buildings and equipment, develop ongoing maintenance systems and procedures, provide efficient, timely and quality service to maintain the 150,748 square feet of diverse facilities for the hours of operation that meet community needs and industry standards.

The Building Division's staff consists of a 50% Manager (shared with the Vehicle Maintenance Division), one (1) Lead Building Maintenance Worker and three (3) Building Maintenance Worker I/II positions with supervisory, engineering and administrative support.

In FY 2023-2024, Building Maintenance completed the following projects in addition to routine and emergency repair and preventative maintenance:

- Installed a new electric oven in the Vibe Teen Center.
- Completed 5-year fire sprinkler repair work mandated by the state, with significant cost savings by self-performing rather than contracting the work.
- Removed the Library's book sensor alarm system, removed damaged entrance flooring and installed new flooring, with significant savings by self-performing rather than contracting the work.
- Installed a new dimming curtain at the Community Center.
- Installed five (5) new LCD televisions and three (3) projectors in conference rooms in several City buildings.
- With Public Works Engineering, managed the installation of new roofs at the Police Station, Vibe Teen Center, Parks Workshops and Vehicle Maintenance Shop.
- Replaced building interior drywall and finish work following remediation of water damage at the Parks, Public Works, and Small Mechanic workshops.
- Refurbished the gateway entry signs at East Hillsdale, East Third and the SR 92 off-ramp.

**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
**PUBLIC WORKS**  
**BUILDING MAINTENANCE FUND (#505)**  
**Annual Budget Appropriation for Fiscal Year**

<b>EXPENDITURES BY CATEGORY:</b>	<b>2023-24</b>		<b>2024-25</b>
	<b>APPROVED</b>	<b>PROJECTED</b>	<b>REQUESTED</b>
EMPLOYEE SERVICES	\$1,029,102	\$1,047,705	\$1,114,383
SERVICES AND SUPPLIES	\$1,492,450	\$1,492,450	\$1,644,450
CAPITAL OUTLAY	\$237,500	\$237,500	\$159,100
Subtotal (Total Department-Controlled Expenses)	\$2,759,052	\$2,777,655	\$2,917,933
INTERNAL SERVICES	\$196,974	\$197,313	\$141,787
Subtotal (Total Department Expenses before Reallocations)	\$2,956,026	\$2,974,968	\$3,059,720
REALLOCATIONS	\$0	\$0	\$0
<b>TOTAL FOR BUILDING MAINTENANCE</b>	<b>\$2,956,026</b>	<b>\$2,974,968</b>	<b>\$3,059,720</b>

**DETAIL LINE ITEM: 505 - Building Maintenance Fund Expenses**

Account String	Object Name	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Notes
<b>Totals</b>		<b>\$2,956,026</b>	<b>\$3,059,720</b>	<b>\$103,694</b>	
<b>Totals Capital Outlay</b>		<b>\$237,500</b>	<b>\$159,100</b>	<b>(\$78,400)</b>	
505-0550-419-43-85	MACHINERY & EQUIP >5000	\$237,500	\$159,100	(\$78,400)	
505-0550-419-43-85	CITYWIDE FURNITURE	\$7,500	\$7,500	\$0	
505-0550-419-43-85	CONTINGENCY-INFRASTRUCTURE	\$100,000	\$100,000	\$0	
505-0550-419-43-85	CONTINGENCY-REPLACEMENT	\$50,000	\$50,000	\$0	
505-0550-419-43-85	ITEMS TO BE REPLACED	\$80,000	\$1,600	(\$78,400)	
<b>Totals Employee Services</b>		<b>\$1,029,102</b>	<b>\$1,114,383</b>	<b>\$85,281</b>	
505-0550-419-41-10	PERMANENT SALARIES	\$580,248	\$596,537	\$16,289	
505-0550-419-41-12	OVERTIME	\$5,300	\$5,571	\$271	
505-0550-419-41-21	PERS RETIREMENT	\$63,370	\$67,462	\$4,092	
505-0550-419-41-35	FLEX ALLOWANCE	\$97,213	\$126,512	\$29,299	
505-0550-419-41-36	WORKERS COMPENSATION	\$48,794	\$49,405	\$611	
505-0550-419-41-39	OTHER FRINGE BENEFITS	\$23,548	\$24,665	\$1,117	
505-0550-419-41-41	GASB68 PENSION EXP-PERS	\$71,000	\$80,000	\$9,000	
505-0550-419-41-42	GASB75 OPEB EXP-PEMHCA	\$4,000	\$6,000	\$2,000	
505-0550-419-41-61	EMPLOYEE BENEFIT-PERS UAL	\$135,629	\$158,231	\$22,602	
<b>Totals Internal Services</b>		<b>\$196,974</b>	<b>\$141,787</b>	<b>(\$55,187)</b>	
505-0550-419-41-40	COMPENSATED ABSENCES	\$15,603	\$0	(\$15,603)	
505-0550-419-41-54	PEMHCA	\$4,058	\$4,272	\$214	
505-0550-419-42-44	VEHICLE RENTAL CHARGES	\$103,394	\$72,901	(\$30,493)	
505-0550-419-42-56	EQUIP REPLACEMENT CHARGES	\$31,192	\$19,611	(\$11,581)	
505-0550-419-42-57	COMM & INFO SERVICES CHGS	\$42,727	\$45,003	\$2,276	
<b>Totals Services and Supplies</b>		<b>\$1,492,450</b>	<b>\$1,644,450</b>	<b>\$152,000</b>	
505-0550-419-42-43	GENERAL OFFICE SUPPLIES	\$5,900	\$5,900	\$0	
505-0550-419-42-46	MAINT-FACILITY & EQUIP	\$384,300	\$385,300	\$1,000	
505-0550-419-42-46	BLDG. MATERIAL - LUMBER, HARDWARE, PAINT, ETC.	\$35,000	\$35,000	\$0	
505-0550-419-42-46	CARPET/WINDOW MAINTENANCE	\$14,000	\$14,000	\$0	
505-0550-419-42-46	CORPORATION YARD AUTOMATIC DOOR MAINTENANCE	\$12,500	\$12,500	\$0	
505-0550-419-42-46	ELECTRICAL SUPPLIES AND REPAIRS	\$5,000	\$5,000	\$0	
505-0550-419-42-46	FIRST AID KIT SUPPLIES	\$1,000	\$1,000	\$0	
505-0550-419-42-46	GOVERNMENT CENTER MAINTENANCE	\$58,000	\$58,000	\$0	
505-0550-419-42-46	HVAC REPAIR AND MAINTENANCE	\$150,000	\$150,000	\$0	
505-0550-419-42-46	JANITORIAL SUPPLIES	\$60,000	\$61,000	\$1,000	
505-0550-419-42-46	LOCKS AND KEYS	\$3,000	\$3,000	\$0	
505-0550-419-42-46	PEST CONTROL FOR CITY BUILDINGS	\$9,600	\$9,600	\$0	
505-0550-419-42-46	PLUMBING SUPPLIES	\$2,000	\$2,000	\$0	
505-0550-419-42-46	SECURITY CAMERA MAINTENANCE	\$3,000	\$3,000	\$0	
505-0550-419-42-46	STANDBY GENERATORS REPAIR	\$20,200	\$20,200	\$0	
505-0550-419-42-46	SUSTAINABILITY PROJECTS	\$10,000	\$10,000	\$0	
505-0550-419-42-46	VANDALISM REPAIRS	\$1,000	\$1,000	\$0	

**DETAIL LINE ITEM: 505 - Building Maintenance Fund Expenses (Continued)**

Account String	Object Name	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Notes
505-0550-419-42-48	UTILITIES & COMMUNICATION	\$602,000	\$752,000	\$150,000	1
505-0550-419-42-48	UTILITIES FOR ALL CITY FACILITIES	\$562,000	\$712,000	\$150,000	
505-0550-419-42-48	UTILITIES FOR JOINT USE FACILITIES	\$40,000	\$40,000	\$0	
505-0550-419-42-51	CONTRACT, PROF, SPEC SVCS	\$493,500	\$494,500	\$1,000	
505-0550-419-42-51	DISPOSAL OF HAZARDOUS MATERIALS	\$4,600	\$4,600	\$0	
505-0550-419-42-51	ELEVATOR MAINTENANCE CONTRACT	\$15,000	\$16,000	\$1,000	
505-0550-419-42-51	ELEVATOR SMOKE GUARD MAINTENANCE	\$8,600	\$8,600	\$0	
505-0550-419-42-51	FIRE EXTINGUISHER MAINTENANCE	\$4,200	\$4,200	\$0	
505-0550-419-42-51	FIRE PROTECTION SYSTEM	\$20,000	\$20,000	\$0	
505-0550-419-42-51	GOVERNMENT CENTER MAINTENANCE AND BUILDING REPAIRS	\$34,600	\$34,600	\$0	
505-0550-419-42-51	JANITORIAL SERVICES - CITYWIDE	\$325,000	\$325,000	\$0	
505-0550-419-42-51	JANITORIAL SERVICES - JUA BREWER ISLAND GYM	\$40,000	\$40,000	\$0	
505-0550-419-42-51	SOLAR MAINTENANCE	\$20,000	\$20,000	\$0	
505-0550-419-42-51	TEST/REPAIR/REPLACE BUILDING BACKFLOW SYSTEMS	\$15,000	\$15,000	\$0	
505-0550-419-42-51	Uniform Services	\$6,500	\$6,500	\$0	
505-0550-419-42-54	TRAVEL,CONFERENCE,MEETING - MAINTENANCE MANAGEMENT SEMINAR	\$2,000	\$2,000	\$0	
505-0550-419-42-55	TRAINING - HVAC INSPECTION	\$4,750	\$4,750	\$0	

**Detailed Analysis:**

Note 1            Cost Increase.

# Longevity Recognition Benefits Fund



The Longevity Recognition Benefits Fund was established in FY 2004-05. The City / District agreed to provide this post-retirement benefit in Memoranda of Understanding with employees represented by the Foster City Police Officers' Association (FCPOA), the International Association of Firefighters (IAFF), San Mateo County Local 2400, the American Federation of State, County and Municipal Employees Local 829 (AFSCME), and employees covered under the Management Employees Compensation and Benefits Plan. The Plan provides monthly benefit payments ranging from \$125 to \$350 based on an employee's length of service with the City at the time of his/her retirement from the City.

In FY 2007-08, all AFSCME and non-public safety management employees currently employed with the City voluntarily eliminated the Longevity Recognition plan from their employee agreements. Current FCPOA, IAFF and public safety management employees will continue to participate in the program, but new employees in those groups hired after December 31, 2011 are no longer eligible to participate in the program.

This Fund has been established as an Internal Services Fund. It invests the monies in investment instruments allowed under the CA Government Code and the City's Investment Policy, and benefits are paid out of those earnings and the Fund's reserves. Effective FY 2019-2020, internal service charges will be assessed to applicable departments in the General Fund for projected pay-as-you go benefit payments for that year. The projected pay-as-you-go benefit payments for FY 2024-25 is \$222,720.

Effective FY 2016-2017, Government Accounting Standards Board (GASB) Statement no. 73 requires the accounting and reporting of the Longevity Recognition Benefits Fund be included in the City's financial statements. Since the assets of the Plan are under the control of the Governing Board and have not been set aside into an irrevocable trust, they are not permitted to offset against the Plan's actuarially determined liability in the Balance Sheet. In addition, GASB 73 requires the Plan's liability to be valued using the 20-year tax-exempt General Obligation Municipal Bonds with an average rating of AA/Aa or higher (3.86% as of June 30, 2023). As a result, based on the September 2023 Actuarial Valuation performed by Precision Actuarial, Inc., the 6/30/23 Total Pension Liability for the Plan is \$3.15 million.

**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
**FINANCIAL SERVICES**  
**LONGEVITY RECOGNITION BENEFITS FUND (#507)**  
**Annual Budget Appropriation for Fiscal Year**

<b>EXPENDITURES BY CATEGORY:</b>	<b>2023-24</b>		<b>2024-25</b>
	<b>APPROVED</b>	<b>PROJECTED</b>	<b>REQUESTED</b>
EMPLOYEE SERVICES	\$228,420	\$228,420	\$222,720
SERVICES AND SUPPLIES	\$10,000	\$10,000	\$10,000
CAPITAL OUTLAY	\$0	\$0	\$0
Subtotal (Total Department-Controlled Expenses)	\$238,420	\$238,420	\$232,720
INTERNAL SERVICES	\$0	\$0	\$0
Subtotal (Total Department Expenses before Reallocations)	\$238,420	\$238,420	\$232,720
REALLOCATIONS	\$0	\$0	\$0
<b>TOTAL FOR LONGEVITY RECOGNITION BENEFITS FUND</b>	<b>\$238,420</b>	<b>\$238,420</b>	<b>\$232,720</b>

**DETAIL LINE ITEM: 507 - Longevity Recognition Benefits Fund Expenses**

<b>Account String</b>	<b>Object Name</b>	<b>FY 23-24 Budget</b>	<b>FY 24-25 Requested</b>	<b>Increase (Decrease)</b>	<b>Notes</b>
<b>Totals</b>		<b>\$238,420</b>	<b>\$232,720</b>	<b>(\$5,700)</b>	
<b>Totals Employee Services</b>		<b>\$228,420</b>	<b>\$222,720</b>	<b>(\$5,700)</b>	
507-0460-999-41-51	FRINGE BENEFITS	\$228,420	\$222,720	(\$5,700)	
<b>Totals Services and Supplies</b>		<b>\$10,000</b>	<b>\$10,000</b>	<b>\$0</b>	
507-0460-999-42-51	CONTRACT, PROF, SPEC SVCS - ACTUARIAL VALUATION	\$10,000	\$10,000	\$0	

**Detailed Analysis:**

Note                      None.

# PEMHCA Benefits Plan Fund



City / District employees participate in a medical benefits plan provided through CalPERS under the Public Employees' Medical and Hospital Care Act (PEMHCA) benefit plan. In accordance with the provisions of the state law, employers must contribute a minimum fixed monthly amount towards the medical benefits costs for current and retired employees participating in the plan. As of January 1, 2024, the minimum monthly employer contribution is \$157, and is subject to cost of living increases as determined by the State Legislature.

The PEMHCA Benefits Plan fund was established on June 30, 2010 through a transfer of reserves from other Internal Service Funds. The fund is established to pay for retiree benefit payments in accordance with the mandated minimum contribution as indicated above (current employee benefits are paid out of operating department expenditures). The Fund invests the monies in investment instruments allowed under the CA Government Code and the City's Investment Policy, and benefits are paid out of those earnings and the Fund's reserves. Effective FY 2019-20, internal service charges will be assessed to applicable departments for projected pay-as-you go benefit payments for that year. The projected pay-as-you-go retiree benefit payments for FY 2024-25 is \$257,760.

Effective FY 2017-18, Government Accounting Standards Board (GASB) Statement no. 75 requires the accounting and reporting of Other Post-Employment Benefits (i.e. the City / District's PEMHCA Benefits Plan) be included in the City's financial statements. Since the assets of the Plan are under the control of the Governing Board and have not been set aside into an irrevocable trust, they are not permitted to offset against the Plan's actuarially determined liability in the Balance Sheet. In addition, GASB 75 requires the Plan's liability to be valued using the 20-year tax-exempt General Obligation Municipal Bonds with an average rating of AA/Aa or higher (3.86% as of June 30, 2023). As a result, based on the August 2023 Actuarial Valuation performed by Precision Actuarial, Inc., the 6/30/23 Total Other Post-Employment Benefits (OPEB) Liability for the Plan is \$8.78 million.

**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
**FINANCIAL SERVICES**  
**PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT (PEMHCA)**  
**BENEFITS PLAN FUND (#508)**  
**Annual Budget Appropriation for Fiscal Year**

<b>EXPENDITURES BY CATEGORY:</b>	<b>2023-24</b>		<b>2024-25</b>
	<b>APPROVED</b>	<b>PROJECTED</b>	<b>REQUESTED</b>
EMPLOYEE SERVICES	\$235,843	\$235,843	\$257,760
SERVICES AND SUPPLIES	\$10,000	\$10,000	\$10,000
CAPITAL OUTLAY	\$0	\$0	\$0
Subtotal (Total Department-Controlled Expenses)	\$245,843	\$245,843	\$267,760
INTERNAL SERVICES	\$0	\$0	\$0
Subtotal (Total Department Expenses before Reallocations)	\$245,843	\$245,843	\$267,760
REALLOCATIONS	\$0	\$0	\$0
<b>TOTAL PEMHCA BENEFITS PLAN FUND</b>	<b>\$245,843</b>	<b>\$245,843</b>	<b>\$267,760</b>

**DETAIL LINE ITEM: 508 - PEMHCA Benefits Plan Fund Expenses**

Account String	Object Name	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Notes
<b>Totals</b>		<b>\$245,843</b>	<b>\$267,760</b>	<b>\$21,917</b>	
<b>Totals Employee Services</b>		<b>\$235,843</b>	<b>\$257,760</b>	<b>\$21,917</b>	<b>1</b>
508-0460-999-41-20	FRINGE BENEFITS	\$235,843	\$257,760	\$21,917	
<b>Totals Services and Supplies</b>		<b>\$10,000</b>	<b>\$10,000</b>	<b>\$0</b>	
508-0460-999-42-51	CONTRACT, PROF, SPEC SVCS - ACTUARIAL VALUATION	\$10,000	\$10,000	\$0	

**Detailed Analysis:**

Note 1                      Increase in anticipated retirements.



# Compensated Absences Fund

The Compensated Absences Fund was established in FY 2012-13. The City / District provides vacation and sick leave benefits to its staff in the compensation and benefits plan for management employees and the various memoranda of understanding with its bargaining groups. These compensated absences are payable to employees upon separation from employment. This fund was established as an internal service fund to capture the projected liability for compensated absences of General Fund and Special Revenue Funds employees. The fund was initially funded at \$2.65 million through a transfer of existing reserves from the General Fund based upon its projected liability as of July 1, 2012. It is funded on an ongoing basis through an internal service charge to each operating department based upon its respective permanent salaries budget. For FY 2024-25, the assessment is 2.11% of permanent salaries and amounts to \$514,834. As per estimates, the FY 2023-24 ending fund balance of the CA ISF will be sufficient to pay for the FY 2024-25 projected benefits' payments of \$514,834 and, therefore, an assessment holiday in FY 2024-25 is approved. As employees separate service from the City, payments of earned compensated absences balances are made out of this Fund.

**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
**FINANCIAL SERVICES**  
**COMPENSATED ABSENCES FUND (#509)**  
**Annual Budget Appropriation for Fiscal Year**

<b>EXPENDITURES BY CATEGORY:</b>	<b>2023-24</b>		<b>2024-25</b>
	<b>APPROVED</b>	<b>PROJECTED</b>	<b>REQUESTED</b>
EMPLOYEE SERVICES	\$500,719	\$ 500,719	\$514,834
SERVICES AND SUPPLIES	\$0	\$0	\$0
CAPITAL OUTLAY	\$0	\$0	\$0
Subtotal (Total Department-Controlled Expenses)	\$500,719	\$500,719	\$514,834
INTERNAL SERVICES	\$0	\$0	\$0
Subtotal (Total Department Expenses before Reallocations)	\$500,719	\$500,719	\$514,834
REALLOCATIONS	\$0	\$0	\$0
<b>TOTAL COMPENSATED ABSENCES FUND</b>	<b>\$500,719</b>	<b>\$500,719</b>	<b>\$514,834</b>

**DETAIL LINE ITEM: 509 - Compensated Absences Fund**

Account String	Object Name	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Notes
<b>Totals</b>		<b>\$500,719</b>	<b>\$514,834</b>	<b>\$14,115</b>	<b>1</b>
<b>Totals Employee Services</b>		<b>\$500,719</b>	<b>\$514,834</b>	<b>\$14,115</b>	
509-0460-999-41-20	FRINGE BENEFITS	\$500,719	\$514,834	\$14,115	

**Detailed Analysis:**

Note 1            The Compensated Absences rate reduced from 2.74% to 2.11%. Other factors impacting the variances are wages and authorized positions in FY 2024-25

# **Successor Agency of Community Development Agency**

The Fiduciary fund is used to account for assets held for Foster City's Successor Agency to the City's former Community Development Agency. The Successor Fiduciary Fund is a Private-Purpose Trust Fund that accounts for the accumulation of resources to be used for payments of recognized obligations.

The financial activities of the fund is excluded from the Government-wide financial statements, but are presented in separate Fiduciary Fund financial statements.

**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
**CITY/DISTRICT MANAGER**  
**SUCCESSOR AGENCY OF COMMUNITY DEVELOPMENT AGENCY (#604)**  
**Annual Budget Appropriation for Fiscal Year**

EXPENDITURES BY CATEGORY:	2023-24		2024-25
	APPROVED	PROJECTED	REQUESTED
EMPLOYEE SERVICES	\$0	\$0	\$0
SERVICES AND SUPPLIES	\$508,051	\$508,051	\$625,392
CAPITAL OUTLAY	\$0	\$0	\$0
Subtotal (Total Department-Controlled Expenses)	\$508,051	\$508,051	\$625,392
INTERNAL SERVICES	\$0	\$0	\$0
Subtotal (Total Department Expenses before Reallocations)	\$508,051	\$508,051	\$625,392
REALLOCATIONS	\$0	\$0	\$0
<b>TOTAL SUCCESSOR AGENCY OF CDA FUND</b>	<b>\$508,051</b>	<b>\$508,051</b>	<b>\$625,392</b>

**DETAIL LINE ITEM: 604 - Successor Agency of Community Development Agency**

Account String	Object Name	FY 23-24 Budget	FY 24-25 Requested	Increase (Decrease)	Notes
<b>Totals</b>		<b>\$508,051</b>	<b>\$625,392</b>	<b>\$117,341</b>	
<b>Totals Services and Supplies</b>		<b>\$508,051</b>	<b>\$625,392</b>	<b>\$117,341</b>	
604-0110-413-42-43	GENERAL OFFICE SUPPLIES	\$100	\$100	\$0	
604-0110-413-42-51	CONTRACT, PROF, SPEC SVCS	\$22,124	\$24,940	\$2,816	
604-0110-413-42-51	Audit	\$3,884	\$3,145	(\$739)	
604-0110-413-42-51	Legal	\$1,005	\$1,155	\$150	
604-0110-413-42-51	Urban Planning Partners - Calculation of Housing/Utility Subsidy	\$740	\$740	\$0	
604-0110-413-42-51	SA staff admin	\$16,495	\$19,900	\$3,405	
604-0110-413-42-65	MISC EXPENSE	\$275,914	\$282,534	\$6,620	1
604-0110-413-42-65	PWM Residential Ventures - Housing Subsidy	\$220,260	\$225,767	\$5,507	
604-0110-413-42-65	PWM Residential Ventures - Utility Subsidy	\$55,654	\$56,767	\$1,113	
604-0110-413-42-71	DEBT SVC-INTEREST EXPENSE	\$209,913	\$317,818	\$107,905	2
604-0110-413-42-71	Repayment of General Fund Loan	\$209,913	\$317,818	\$107,905	

**Detailed Analysis:**

- Note 1            Increase subsidy.  
Note 2            Increase Repayment of General Fund loan.

## **San Mateo Consolidated Fire**

Implementation of GASB 84 Fiduciary effective FY 2020-21. The requirements of this Statement will enhance consistency and comparability by (1) establishing specific criteria for identifying activities that should be reported as fiduciary activities and (2) clarifying whether and how business-type activities should report their fiduciary activities. Greater consistency and comparability enhance the value provided by the information reported in financial statements for assessing government accountability and stewardship.

**DEPARTMENT SUMMARY BY DIVISION**  
**City of Foster City, California**  
**SAN MATEO CONSOLIDATED FIRE DEPARTMENT**  
**SAN MATEO CONSOLIDATED FIRE (FUND 608)**  
**Annual Budget Appropriation for Fiscal Year**

<b>EXPENDITURES BY CATEGORY:</b>	<b>2023-24</b>		<b>2024-25</b>
	<b>APPROVED</b>	<b>PROJECTED</b>	<b>REQUESTED</b>
EMPLOYEE SERVICES	\$0	\$0	\$0
SERVICES AND SUPPLIES	\$320,000	\$320,000	\$149,000
CAPITAL OUTLAY	\$0	\$0	\$0
Subtotal (Total Department-Controlled Expenses)	\$320,000	\$320,000	\$149,000
INTERNAL SERVICES	\$0	\$0	\$0
Subtotal (Total Department Expenses before Reallocations)	\$320,000	\$320,000	\$149,000
REALLOCATIONS	\$0	\$0	\$0
<b>TOTAL SAN MATEO CONSOLIDATED FIRE FUND</b>	<b>\$320,000</b>	<b>\$320,000</b>	<b>\$149,000</b>

**DETAIL LINE ITEM: 608 - San Mateo Consolidated Fire**

<b>Account String</b>	<b>Object Name</b>	<b>FY 23-24 Budget</b>	<b>FY 24-25 Requested</b>	<b>Increase (Decrease)</b>	<b>Notes</b>
<b>Totals</b>		<b>\$320,000</b>	<b>\$149,000</b>	<b>(\$171,000)</b>	<b>1</b>
<b>Totals Services and Supplies</b>		<b>\$320,000</b>	<b>\$149,000</b>	<b>(\$171,000)</b>	
608-0750-422-42-96	SMC FIRE PLAN CK REMIT - PASS THROUGH FEES COLLECTED	\$320,000	\$149,000	\$(171,000)	

**Detailed Analysis:**

Note 1                      Projection based on proposed building permits.

# Capital Improvement Program



The Capital Improvement Program (CIP) consists of projects to maintain and enhance the City/District's infrastructure of roadways, sidewalks, utilities, structures, and facilities for the benefit of the community.

The primary objective of the CIP is to develop and implement projects to ensure continued and reliable delivery of service to meet the City/District's needs. The following is a summary of active projects to be managed during Fiscal Year 2023-2024.

## **Ongoing Projects:**

### **(CIP 301-635, Budget \$919,169) Median Modifications – Foster City Boulevard at Chess Drive – Multi-Project #3 (2013-2014)**

The project addresses improvements at the intersection of Foster City Boulevard and Chess Drive. The project includes lengthening the northbound left-turn lanes on northbound Foster City Boulevard at Chess Drive to reduce the likelihood of traffic queues extending out of the turn lanes into the through traffic lanes on Foster City Boulevard.

On August 4, 2014, the City Council adopted Resolution No. 2014-86 authorizing an agreement with BKF Engineers, Inc. to prepare construction contract documents and provide construction support services for both CIP 301-635 and CIP 301-637 due to the scope similarities and proximity to each other. Design is complete and the Caltrans encroachment permit has been issued to the City. An easement agreement has been executed between Gilead Sciences and the City to allow for the construction of the improvements.

The Multi-Project Roadway Improvements were funded by four large developments based on each development's contribution to traffic impacts. The funds were identified in each development's Master Development Agreement and were allocated to CIP 301-635 and CIP 301-637. Construction is anticipated to commence in summer 2024.

#### *Project Timeline:*

Design: Completed

Construction: FY 2024-2025

**(CIP 301-637, Budget \$2,690,000) Road Widening - Foster City Boulevard and Chess Drive – Multi-Project #4, #7, and #8 (2013-2014)**

The project addresses improvements at the intersection of Foster City Boulevard and Chess Drive. The improvements include adding a northbound right-turn lane on Foster City Boulevard at Chess Drive; lengthening the westbound left turn lane on Chess Drive at Foster City Boulevard; and adding a westbound lane on Chess Drive east of Foster City Boulevard.

On August 4, 2014, the City Council adopted Resolution No. 2014-86 authorizing an agreement with BKF Engineers, Inc. to prepare construction contract documents and provide construction support services for both CIP 301-635 and CIP 301-637 due to the scope similarities and proximity to each other. Design is complete and the Caltrans encroachment permit has been issued to the City. An easement agreement has been executed between Gilead Sciences and the City to allow for the construction of the improvements.

The Multi-Project Roadway Improvements were funded by four large developments based on each development's contribution to traffic impacts. The funds were identified in each development's Master Development Agreement and were allocated to CIP 301-635 and CIP 301-637. Construction is anticipated to commence in summer 2024.

*Project Timeline:*

Design: Complete

Construction: FY 2024-2025

**(CIP 455-652, Budget \$154,294,219) Wastewater Treatment Plant Master Plan Improvements (2015-2016)**

In 2022 (year 9), the CWP continued to focus on the construction phase of the WWTP project to assist with full project delivery and execution of major improvement projects. Some notable accomplishments include the following:

WWTP Upgrade & Expansion Project

- Submitted the quarterly reports for Water Infrastructure Finance and Innovation Act (WIFIA) loan compliance.
- RHAA (Consultant) completed the final design for the WWTP interpretive signs.
- Continued revisions to the WWTP Final Parcel Mat to comply with right of way dedications.

GMP-1 (Site Preparation, Electrical and Storm Drain System Improvements for GMP3)

- Continued project closeout.

GMP-2 (Foundations for GMP3)

- Continued project closeout.

GMP-3 (Nutrient Removal and Wet Weather Flow Management Upgrade and Expansion)

- Completion of the installation of the Membrane Permeate (MP) line and the Secondary Effluent line (SE) in the East Corridor.
- Completion of formwork, rebar installations and concrete pours for the walls and decks in all of the process areas including Area 51 (headworks); Area 52 (Primary clarifiers); Area 54 (Bio-Actiflo); Area 55 (BNR); Area 56 MBR; Area 64 (Odor Control); and Area 70 (Chemical Storage Area).
- Completion of the Administration Building including exterior framing, installation of roof, window and interior walls, utilities, exterior siding and installation of interior improvements.
- Continued the installation of electrical and mechanical equipment in Areas 51, 52, 53, 55, 56, 64, and 70.
- Continued the installation of the canopy and tanks in Area 70
- Continued the installation of exterior and interior improvements for the new Warehouse.
- Completed the improvements to the Sodium Hypochlorite System.



- Continued the installation of improvements to the Sodium Bisulfate System
- Continued the improvements to the Chlorine Contact Basins.
- Completed the leak testing and protective coating for all the Area 51 basins and channels.
- Installed the primary screens, grit chambers, and grit wash equipment in Area 51
- Began leak testing of the basins in Areas 52, 53, 55 and 56.
- Completed the installation of the fire protective loop in Detroit Drive.

Immediate Action Project Package 2 – Improvements to the solids processes

- Completed modifications to the new hopper.
- Worked with the contractor to implement recommendations to resolve the cake pump and hopper sensor issues.
- Immediate Action Project Package 3 – Improvements to the effluent pump station, site waste pump station, and sludge heating and recirculation pumping. Awarded the Construction Contract to Mountain Cascade in May 2023 (first 6 months of contract is procurement).
- Procured Townsend Management to provide Construction Management services.

Annual Major Components 6 & 23

- Natural Gas Pipeline Replacement (6 & 23) (replace existing 3-inch gas line) - Completed the project in November 2022.
- Digester Transfer Pump Improvements: Construction award November 2023
- 3 Water Pumping and Ferric to Combined Sludge Improvements: 60% design submittal provided by Carollo.
- Other AMC Packages: Biosolids and Energy Management Plan; DAFT Corrosion Improvements; Digester 1 Improvements; Centrifuge and Centrifuge Feed Pump Replacement; Solids Handling Systems I&C Improvements

Erler & Kalinowski, Inc. is continuing to provide technical support services for EMID. Foster City's share of the CWP is estimated at \$164 million dollars over the life of the project.

*Project Timeline:*

Design: Ongoing

Construction: Ongoing through FY 2024-2025

**(CIP 327-657 (formerly CIP 301-657), Budget \$95,000,000) Levee Protection Planning and Improvements Project (2015-2016)**

The project has achieved a major flood protection milestone: As of July 19, 2023, all of the flood protection elements for the project have been completed. The required documentation has been submitted to FEMA to meet the accreditation necessary for updating the flood insurance rate maps (FIRM).

The Bay Trail was re-opened to the public in three different phases:

1. Phase 1 (Southern portion of project to Shorebird Park) - Opened March 27, 2023.
2. Phase 2 (Shorebird Park to Bridgeview Park) - Opened August 23, 2023
3. Phase 3 (Bridgeview Park to the City limits at the Mariner's Point Golf Course) - Opened October 7, 2023.

Project substantial completion was issued on October 6, 2023. Punch list items have been completed, and final completion is anticipated to be issued in February 2024. Remaining work includes post construction landscape maintenance over the first year following plant installation; post-construction environmental monitoring for three years; easement acquisition at the various access points that abut up against private developments; irrigation and landscaping adjustments at adjacent properties; pursuit of FEMA accreditation; and establishment of a corrosion monitoring schedule for the sheet pile wall post construction.

*Project Timeline:*

Design: Complete

Construction: Complete

**(CIP 405-660, Budget \$5,800,000) Water Tanks and Facilities Improvements (2016-2017)**

The water storage tanks provide water storage for emergencies, peak use periods, and firefighting. The project addresses improvements to the three steel water storage tanks and the water booster pump station.

On April 4, 2020, the District Board adopted Resolution No. 3508 authorizing the combining of the Water Tanks Improvements Project (which was comprised of CIPs 405-660, 405-670, and 405-688) with 405-687 Seismic Improvements at Water Booster Pump Station Project; and renaming the project CIP 405-660 Water Tank and Facilities Improvements Project. The scope of work of the combined projects consists of (1) refurbishing the 3 steel tanks by repairing corroded steel and applying new coating to the interior and exterior surfaces; (2) installing water mixing devices inside the 3 steel tanks to prolong water quality; (3) seismically retrofitting the existing drainpipes and installing new drainpipe at the side of the tanks; and (4) reinforcing the door frame to the water booster pump station and installing flexible connections on the underground utilities entering the building.

On November 6, 2023, the District Board adopted resolution 3748 awarding the project to Manito Construction. Construction began in February 2024 and is expected to continue into spring of 2025.

*Project Timeline:*

Design: Completed

Construction: FY 2023-2024-FY 2024-2025

**(CIP 301-677, Budget \$120,000) Library Exterior Wall Sealing and Tile Installation (2017-2018)**

This project will complete the Library building exterior improvements on the southwest side of the building. Staff has cured prior water intrusion issues by removing soil away from the northwest wall of the building. Half of the area has been re-landscaped in house by Parks staff into an attractive drought tolerant and water efficient habitat garden.

This project will provide for permanently removing the earth around the southwest wall of the library building, sealing the wall, installing wall drains and drainpipes, re-grading the earth around the exterior of the building, removing trees, and installing new landscaping and sidewalk on the north side of Civic Center Drive. The roots of the trees adjacent to the north wall of the library could contribute to water intrusion as well as eventual long-term damage to the building structure in the future. This CIP would also remove the trees.

Funding in the amount of approximately \$38,000 from this project was utilized in FY 2023-2024 to improve the curb ramps at the Library/Community Center building to current Americans with Disability Act (ADA) standards.

*Project Timeline:*

Design: FY 2025-2026 Construction: FY 2026-2027

**(CIP 301-678, Budget \$55,432,578) Recreation Center Rebuild Project (2017-2018)**

On January 23, 2019, the City Council accepted the Final Recreation Center Master Plan Conceptual Design Report. On January 31, 2022, the City Council directed staff to 1) Accept the Recreation Center and Parks System Survey results; 2) Proceed with a “build-to-budget” option for the Recreation Center in an amount not-to-exceed \$55 million; and 3) Proceed with utilizing \$36 million from the Capital Asset Acquisition and Replacement Fund and \$19 million from the General Fund Reserves for the total not-to-exceed budget of \$55 million for rebuilding the Recreation Center.

On November 21, 2022, the City Council awarded an agreement with Group 4 Architecture, Research + Planning, Inc. (“Group 4”) for professional design, bidding, and construction support services. The design phase began in January 2023 with the award of a construction management contract going to Griffin Structures.

On September 18, 2023, the City Council accepted the schematic design budget estimate and provided direction on additional project enhancements. The City Council approved the temporary facilities and transition plan on November 6, 2023.

The current Project budget estimate is \$65,943,000. The City Council originally appropriated \$55,000,000 to the existing \$300,000 planning budget, then added an appropriation of \$74,250 on 4/17/2023 for Boardwalk Master Planning Services and on 4/1/2024 added \$58,328 for Plan Check Fees. The remaining \$9,559,750 is included from a number of sources in the FY 2024-2025 CIP.

The design is anticipated to be completed in the Spring of 2024. Construction is anticipated to begin in September 2024 and is estimated to take 22 months.

*Project Timeline:*

Pre-Design/Design: FY 2022-2023 – FY 2023-2024

Construction: FY 2024-2025 – FY 2026-2027

**(CIP 301-682, Budget \$484,500) Park System Master Plan (2018-2019)**

The project was created in Fiscal Year 2018-2019 to develop a strategic comprehensive plan for maintenance, replacement and upgrade of the City’s individual parks and park system as a whole.

In December 2018, the City Council adopted Resolution No. 2018-107 authorizing an agreement with Placeworks, Inc. to prepare the Parks Master Plan Study. On April 15, 2019, City Council by Minute Order No. 1599, accepted a report on the status of the Parks Master Plan Study, after which it discharged Placeworks from the remainder of the scope of work of their agreement and directed Staff to continue to maintain and replace park infrastructure “as is.” The project was deprioritized during the Covid pandemic.

In Spring 2021, the City Council expressed a renewed interest in engaging a consultant to prepare a strategic and comprehensive Parks Master Plan. Additional funds were approved in the FY 2021-2022 Annual Budget, specifically for the purpose of increasing community engagement for the project. On January 31, 2022, the City Council accepted the Parks Survey results. On December 18, 2023, the City Council .approved issuing an RFP for consulting services for the study which is underway.

*Project Timeline:*

Community Engagement/Survey: November/December 2021

Plan Development: FY 2023-2024 and on-going

**(CIP 301-685, Budget \$2,040,000) HVAC Improvements in City Buildings (2018-2019)**

Due to the age of the Heating/Ventilation/Air Conditioning (HVAC) system at the Corporation Yard and changes in HVAC technology for this type of office building, the existing system cannot be refurbished and needs to be replaced.

This project consists of HVAC improvements to the Government Center Building (inclusive of the space occupied by the San Mateo Consolidated Fire Department), the Corporation Yard Administration Building, and the Police Station.

This project is currently being monitored and prioritized based on staff capacity.

*Project Timeline:*

Design/Construction: 2024/2025 to 2025/2026

**(CIP 301-690, Budget \$550,000) Seismic Improvements at Lagoon Pump Station (2019-2020)**

The Lagoon Pump Station located at the City/District's Corporation Yard houses two (2) engines and pumps used to pump water from the lagoon to the bay and controls the water level in the lagoon.

G&E Engineering Systems, Inc., completed a seismic vulnerability assessment of the building in 2013. The assessment concluded that the building meets the seismic code and recommended various improvements including (1) reinforcing the door frame of the roll-up door, (2) isolating the tidal channel walls from the north walkway of the building, (3) installing flexible connections on the underground utilities entering the building, and (4) securing equipment within the building. In addition, following an investigation of the building in summer 2019, staff identified significant areas of spalling concrete and rusting reinforcing steel (rebar) along the concrete walkway connected to the building.

In April 2020, the City Council awarded a contract to Murray Smith to perform professional engineering services for the project. Murray Smith prepared a preliminary design report in May 2021, validating the 2013 study, which included recommendations to perform a future in-depth evaluation to include additional structural evaluation of the building and below water structures based on current building code standards beyond the scope of this project and provided temporary repair recommendations for the walkway until a comprehensive assessment could be performed. A separate CIP (CIP 301-718) has been created to address the rehabilitation of the lagoon pump station building in its entirety including addressing the reinforcement of the door frame and concrete walkway. This project will address items #2-4 from the original assessment. This project was put on hold in calendar year 2022 while staffing vacancies were being filled in the Engineering Division.

On November 6, 2023, the City Council adopted resolution 2023-106 awarding the project to Manito Construction. Construction began in February 2024 and is expected to run into spring of 2025.

*Project Timeline:*

Design: Complete

Construction: FY 2023-2024 - FY 2024-2025

**(CIP 455-695, Budget \$1,800,000) Lift Station 59 Effluent Line Improvements (2020-2021)**

The project consists of improvements to the effluent line at Lift Station 59, located in the District's Corporation Yard, including replacing the existing ultrasonic effluent flow meter with a new electromagnetic flow meter; installing a permanent emergency bypass to provide operational flexibility and redundancy; and replacing the existing 24" ball valve on the discharge force main.

On February 1, 2021, the EMID Board approved the award of engineering design services to BKF Engineers.

On June 20, 2023, the EMID Board rejected the sole construction bid due to it being well above the engineer's estimate and approved further design work to clarify plans and specifications. The project is expected to be rebid and completed in 2024.

*Project Timeline:*

Design: Ongoing

Construction: FY 2023-2024 – FY 2024-2025

**(CIP 455-696, Budget \$900,000) Sanitary Sewer System Improvements (2020-2021) - (On Hold)**

The scope of the project includes the replacement, rehabilitation, reconstruction, and new installation of sanitary sewer pipelines and manholes at three (3) locations. The work was bid as options in the completed CIP 455-611 Sanitary Sewer System Improvements Project; however, the options were not exercised due to budgetary constraints.

On January 4, 2021, the EMID Board of Directors adopted Resolution No. 3553 authorizing an agreement with HydroScience Engineers, Inc. to prepare construction contract documents and provide construction support services. The construction contract documents are 90 percent completed.

Improvements made as a part of CIP 611 (which replaced upstream pipelines) appear to have effectively resolved the previously existing issues. The location is being monitored by Wastewater maintenance staff and the project is currently on hold while other priority projects are addressed.

*Project Timeline:*

Design: On Hold

Construction: On Hold

**(CIP 301-698, Budget \$625,000) Traffic Signal System Upgrades (2020-2021)**

The City's traffic signal system was evaluated as part of the Bicycle, Pedestrian, and Intersection Evaluation Study (CIP 301-664). This part of the study focused on inventory of the existing traffic signal infrastructure network and identified opportunities to improve efficiency through either equipment or operations enhancements. This project is built upon recommendations from CIP 301-664 and will include the following tasks for design and construction:

1. Citywide Communications Upgrade
2. Traffic Signal Field Hardware
  - a. Vehicle and Pedestrian Signal Heads Replacement - This will require replacement of the traffic signal and pedestrian framework and installation of new light-emitting diode (LED) indications will refresh the City's traffic signal equipment.

- b. Accessible Pedestrian Signals (APS) Replacement - This will require each APS unit (pedestrian push button) to be hardwired individually back to the traffic control cabinet.
3. Traffic Signal Cabinets Upgrade to NEMA TS-2 - Upgrade will maximize detection input opportunities (64-channels) and offer robust maintenance features that can be viewed at the central computer system.
4. Traffic Signal Controllers Replacement - Replacement of the existing traffic signal controllers that use either Ethernet or Fiber Optic cables will provide the City with the option to implement enhanced features.
5. Advanced Traffic Management System (ATMS) (Central Computer System Upgrade) - A new ATMS Central Computer System will provide an enhanced user interface with access to special functions such as traffic signal coordination, basic timing data access and modification, historical data queries, and user account privileges.

The City needs to consider how best to upgrade its network and potentially introduce enhancement of additional City services. Due to the complexity of the project, a technical memorandum will be prepared by a professional traffic engineering consultant that will compare the various upgrade alternatives and associated costs, provide recommendations for the preferred system based on the City's current and future needs, recommend a phasing plan for design and construction of the improvements, and prepare a schedule for implementation. A Technical Memorandum will be prepared by one of the City's on-call Traffic Engineering firms.

*Project Timeline:*

Technical Memorandum: FY 2024-2025  
Design: FY 2024-2025 – FY 2025-2026  
Construction: FY 2025-2026

**(CIP 301-699, Budget \$200,000) Corporation Yard Workshops Exterior Paint (2020-2021)**

The Building Maintenance Division maintains the quality of interior and exterior paint on all City facilities. Periodically, City facilities require comprehensive paint replacement. The salt air where the Corporation Yard is located along the San Francisco Bay is especially hard on exterior paint.

The Corporation Yard Shops were last painted in 2007 and are due to be repainted to protect and maintain the overall appearance of the building. Repairs to the building exteriors, such as replacing dry-rotted wall sheathing was completed as part of CIP 301-693 Roof Replacements Project.

*Project Timeline:*

Completion: FY 2024-2025

**(CIP 301-700, Budget \$3,077,946) Fuel Systems Improvements (2021-2022)**

The project consists of the replacement of two 10,000 gallon underground unleaded fuel storage tanks (UGSTs), at the Corporation Yard entrance; two 5,000 gallon above ground diesel fuel storage tanks (AGSTs) in a covered, concrete vault immediately adjacent to and west of the lagoon pump station building; and one 210-gallon day tank for diesel fuel, located inside the lagoon pump station building.

A preliminary assessment of the City's fuel systems was performed in FY 2021-2022 confirming the need for complete replacement of both the diesel and unleaded systems. On January 17, 2023, the City Council approved the issuance of an RFP for professional design services. On May 1, 2023, the City Council approved a design agreement with TAIT Environmental Services for design of the project. Project design is underway and expected to be completed in Fall of 2024.

*Project Timeline:*

Preliminary Assessment: Complete

Design: FY 2023-2024 – FY 2024-2025

Construction: FY 2024-2025- FY 2025-2026

**(CIP 405-704, Budget \$1,250,000) Large Water Meter Replacements (2021-2022)**

The project consists of the removal and replacement of various large water meters throughout the District. A survey that was conducted in 2022 identified several large water meters that are due for replacement. These meters are currently under-registering and do not account for the full cost of water usage. Due to their size and lay length differences, many will require new meter boxes and reconfiguration of piping to and from the new meters, and therefore cannot be performed in house by staff.

The Water Maintenance Division has replaced one (1) 4" (large) meter and six (6) 3" meters over the past couple of years and will continue its efforts to replace those meters that can be done in house.

Staff has analyzed and prioritized a list of water meters based on factors such as remaining useful life, the greatest calculated lost revenue, and performance. It is anticipated that following replacement of these inaccurate meters, EMID could recover the cost of replacing most of the meters within a few years.

The scope of the project previously was comprised of 3 other small projects that were identified as part of the Water Distribution System Master Plan and by the Maintenance Division during routine maintenance activities. The first included a valve replacements project. The Valve Replacements Project was identified as a separate project in the five-year CIP during the FY 2023-2024 budget process. Two additional projects (1) Pipeline extension at East Hillsdale Boulevard, and (2) Water Transmission Pipeline Condition Assessment have been moved into their own CIP projects this year, to provide greater flexibility for project management as the project timelines differ.

*Project Timeline:*

Condition Assessment: FY 2023-2024 to FY 2024-2025

Construction: FY 2024-2025

**(CIP 455-705, Budget \$2,300,000) Emergency Generator Replacements (2021-2022)**

This project addresses the replacement of certain emergency generators and automatic transfer switches that are located at 10 of the District's wastewater lift stations and are at the end of their useful life as follows: the emergency generators and automatic transfer switches at Lift Stations 10, 12, 14, 15, 16, 29, 43 and 59 and the emergency generator only at Lift Stations 22 and 26. In June 2022, staff issued an RFP to procure the services of a design firm to address the replacement of the emergency generators and transfer switches for 3 locations (LS 22, 29, and 59) that required accelerated replacement due to frequent repairs being required. On August 15, 2022, the District Board adopted EMID Resolution 3672 approving a professional services agreement with Freyer & Laureta, Inc for design services. Design is anticipated to be completed by Fall 2024 with construction to follow.

*Project Timeline:*

Design: On-going

Construction: FY 2025-2026

**(CIP 301-707, Budget \$500,000) Install Rear Security Gates (2022-2023)**

The project includes purchase and installation of security gates for the safety of public and for emergency vehicle movement in the driveway behind the Police Station/Fire Station/City Hall. In addition to the gates themselves, the project will require loop detectors, UL-required safety devices, and local controls as well as electrical and concrete work, which could include curb modifications and trenching/back filling for power and control wiring.

*Project Timeline:*

Design: FY 2024-2025

Construction: FY 2025-2026

**(CIP 301-708, Budget \$800,000) Renovate Elevators in City Buildings (2022-2023)**

The project addresses replacing essential elevator components in City buildings. The components are experiencing an increasing number of failures as they age and replacement parts are difficult or impossible to procure. This project is currently planned to be in design in FY 2024-2025.

*Project Timeline:*

Design: FY 2024-2025

Construction: FY 2024-2025

**(CIP 455-710, Budget \$500,000) Shell Bridge Sanitary Sewer Force Main Rehabilitation (2022-2023)**

The project will address the rehabilitation or replacement of the 16" cast iron force main attached to the Shell Bridge.

In May 2023, thickness testing along the pipe span was performed to evaluate the current condition and determine the feasibility of lining it to extend its service life. A draft TM has been prepared documenting the field investigation findings. A basis of design report will be prepared to evaluate rehabilitation and/or replacement alternatives. Design is estimated to begin in Summer 2024. The construction target date is summer 2025.

*Project Timeline:*

Design: FY 2023-2024 to FY 2024-2025

Construction: FY 2024-2025 to FY 2025-2026



**(CIP 301-711, Budget \$130,000) Police Station Kitchen Remodel (2023-2024)**

The project addresses the remodeling of the breakroom and the kitchen located within the Police Station. An overhaul of the kitchen to install new cabinets, countertops, sink, appliances, additional storage, and to repair the adjacent wall, will address many issues identified by users of the space. Additionally, the breakroom area will be reconfigured to optimize the use of the space to accommodate employees while eating. The remodel proposes removing an adjacent storage room, that has been underutilized, to expand the breakroom/kitchen space and allow for more usable space. This project is currently being assessed and prioritized based on staff capacity.

*Project Timeline:*

Design/Construction: Under evaluation

**(CIP 301-712, Budget \$900,000) Edgewater Park Softball and Soccer Synthetic Turf Resurfacing (2023-2024)**

The project will address the full replacement of the turf surface of the softball/soccer field that was installed in FY 2012-2013 to maintain the integrity of this highly used field. On October 16, 2023, City Council adopted Resolution 2023-98 awarding Verde Design, Inc. a Professional Services Agreement in the amount of \$49,800 to provide professional design services, bidding support, and construction support for the project. Design was completed in early 2024 and construction will begin summer 2024.

*Project Timeline:*

Design: Completed

Construction: FY 2024-2025

**(CIP 301-713, Budget \$250,000) Light installation at Boothbay Park (2023-2024)**

This project will enhance the accessibility and utilization of the Tennis Courts at Boothbay Park by installing new infrastructure and appropriate lighting system. The addition of lights will expand the hours that the community and user groups can take advantage of the tennis courts and increase overall capacity in the City for greater play.

*Project Timeline:*

Design: FY 2024-2025

Construction: FY 2024-2025

**(CIP 301-714, Budget \$300,000) Sea Cloud Maintenance Shed (2023-2024)**

The Sea Cloud Park maintenance facility serves as the central hub for storing both light and heavy park maintenance equipment, providing a dedicated workspace and break area for staff, and offering storage accommodations for sports user groups. Despite undergoing multiple roof repairs to combat persistent leaks, the building has incurred significant dry rot and underlying structural challenges over time. Recognizing these deficiencies, the primary objective of the upcoming project is to replace the structure. An initial structural assessment was conducted as a part of CIP 301-693 Roof Replacements at City Buildings. The findings of the structural assessment will inform the timeline of this project. In January 2024, the City Council affirmed the need for this project.

*Project Timeline:*

Design/Construction: Under evaluation

**(CIP 301-715, Budget \$400,000) Substructure and Superstructure Bridge Improvements (2023-2024)**

This project addresses deficiencies in Bicentennial, Foster City Boulevard, Rainbow, and Shell Boulevard Bridges. Caltrans performs inspections of the above water bridge elements every two years and the underwater elements every five years and reports its findings to the City. The project will address deficiencies identified in the Caltrans inspection documents and any deficiencies identified by a consultant engineering firm working directly for the City. As no addressable deficiencies have been identified in Caltrans underwater inspections, the project budget does not include funds to repair underwater bridge elements. Additional funding may be requested for the design and construction of underwater bridge improvements, if any are identified.

The next step of the project is to engage a consultant to perform bridge inspections and provide preliminary design services. The design for this project will be conducted in two phases. The initial phase entails conducting a thorough examination of previous Caltrans bridge inspection reports alongside current on-site inspections. This process will result in the development of a Basis of Design report delineating the elements requiring improvements. The second phase will consist of the development of construction documents, including bid and construction support services.

*Project Timeline:*

Design: Ongoing

Construction: FY 2024-2025

**(CIP 301-716, Budget \$2,478,247) Street Rehabilitation and Park Pathway Restoration (2023-2024)**

This project will repair/resurface the following areas: the portion of Edgewater Blvd south of Beach Park Blvd, the eastern portion of E. 3<sup>rd</sup> Ave, the brick intersection in front of Metro Center Plaza, and the Shell Blvd driveway at Beach Park Elementary School. Additionally, \$300,000 is allocated to Park pathway restoration. This project will repair/resurface portions of the pathways in Sea Cloud Park and Boothbay Park and replace cracked concrete entrances with asphalt at Sunfish, Turnstone, and Marlin Parks.

The normal repair methods include crack seal, slurry seal, dig-out repairs, and surface overlays. Additionally, all improvements will be designed with the latest City and National Standards. This includes accessibility upgrades complying with the City's ADA Transition plan and all pavement work following the requirements of the MRP3.0 (Municipal Regional Stormwater Permit) of our NPDES (National Pollutant Discharge Elimination System) Permit.

On November 6, 2023, City Council adopted Resolution 2023-103 awarding a BKF Engineers a task order in the amount of \$144,868 to provide roadway assessment, design services, and bid/construction support. Design is on-going and construction will be performed in summer/fall 2024.

*Project Timeline:*

Design: On-going

Construction: FY 2024-2025

**(CIP 301-717, Budget \$2,000,000) Add Third and Fourth Lagoon Pump and Related Infrastructure (2023-2024)**

The project consists of adding a third and possibly fourth lagoon pump at the City's corporation yard in the existing partially decommissioned pump station bays in order to ensure redundancy during large storms and into the future with climate change.

The project kicked off in late 2023 with initialization of a preliminary engineering analysis on third pump feasibility and constructability alongside CIP 718 analyzing the lagoon pump station's structural integrity to ensure adding a third and possibly fourth pump to the existing building was practicable.

*Project Timeline:*

Design: FY 2023-2024 – FY 2024-2025

Construction: FY 2025-2026

**(CIP 301-718, Budget \$200,000) Lagoon Pump Station Building Rehabilitation (2023-2024)**

The project consists of rehabilitation on the City's lagoon pump station. The lagoon pump station was built in the early 1960's and is one of the City's oldest buildings. In several locations, significant amounts of concrete have spalled away which adversely affects the structural integrity of certain elements of the facilities. In addition, numerous structural code changes have been adopted since the design of this building. In a report prepared by Murray Smith, Inc. in May 2021, as part of CIP 301-690 Seismic Improvements project, recommendations were made to perform an in-depth evaluation of the building to include additional structural evaluation of the lagoon pump station building and the below water structures based on current building code standards. The recommendation included further structural investigation and analysis of the lagoon walkway, channels, trash racks (previously replaced in 2010), and foundation, to determine potential structural deficiencies.

Structural investigation kicked off in late 2023 with preliminary engineering investigating the existing structure to recommend next steps of further destructive testing, rehabilitation programming, or new construction, if necessary.

The work on the lagoon intake structure was moved into its own CIP in order to allow it to move on its own schedule and because it is located near Sea Cloud Park.

*Project Timeline:*

Design: FY 2023-2024 – FY 2024-2025

Construction: FY 2025-2026

**(CIP 451-719, Budget \$600,000) Sanitary Sewer Lift Stations Improvements - Phase 6 (2023-2024)**

This project was identified in the District's Wastewater Collection System Master Plan, and will address deficiencies at Lift Stations 6, 9, 11, 13, 22, 29, 42 and 43. Lift station improvements generally include repairing the interior wet wells; replacing critical components, and electrical improvements including installation of additional systems to remotely monitor and control the lift stations. Design is anticipated to begin in FY 2025-2026 to allow staff to address other priority projects first.

*Project Timeline:*

Design: FY 2025-2026

Construction: FY 2026-2027

## **Projects Completed but Not Yet Closed in FY 2023-2024**

### **(CIP 301-702, Budget \$300,000) Park Pathway Restoration (2021-2022)**

This project addressed improvements to pathways in the following city parks: Arcturus, Turnstone, Shad, Erckenbrack, and Constitution Walkway. Improvements included removing and replacing failed and root-damaged asphalt and installing root barrier, slurry seal, and, if needed, line striping. This project has been combined with CIP (301-703) Street Rehabilitation Project. Construction has been completed.

### **(CIP 301-703, Budget \$3,200,000) Street Rehabilitation (2021-2022)**

This project consisted of the repair/resurfacing of the following public streets: Polaris Avenue, Argus Court, Arcturus Court, Pollux Court, portion of Shell Boulevard, Comet Drive, Balclutha Drive, Polynesia Avenue, Constitution Drive, Chrysopolis Drive, Lurline Drive, Niantic Drive, and Pilgrim Drive. Repair methods included crack seal, slurry seal, dig-out repairs, and surface overlays. The project also included curb and gutter replacement and sidewalk repairs on the streets that are being repaired. Sharrow symbols/legends were incorporated as appropriate. Construction of the Park Pathway Restoration Project (CIP 301-702) was performed in conjunction with this project to take advantage of economies of scale and allow more efficient project delivery. Construction has been completed.

## **Projects Closed Out in FY 2023-2024**

### **(CIP 455-626, Budget \$8,075,000) Sanitary Sewer Lift Station Improvements - Phase 5 (2012-2013)**

This project consisted of repairing interior wet wells; installing new pumps, motors, and valves; replacing electrical and telemetry control systems; installing bypass piping and connections; and replacing corroded components with stainless-steel components. This project addressed the rehabilitation of 10 lift stations: LS 1, 2, 5, 7, 8, 18, 21, 23, and 24. The work at the lift stations was completed under budget and Notice of Completion was filed on March 31, 2023.

### **(CIP 405-636, Budget \$1,550,000) Water System Improvements and Valve Replacements (2013-2014)**

This project consisted of the replacement of broken water valves at the intersections of East Hillsdale Boulevard and Edgewater Boulevard, and Mariner's Island Boulevard and Fashion Island Boulevard, and installing bypass assemblies, valves, pipe segments, and other appurtenances to the 24-inch transmission main near the Seal Slough Bridge in the City of San Mateo. The project was completed under budget and Notice of Completion was filed May 19, 2023.

### **(CIP 301-655, Budget \$925,000) Leo Ryan Park Lawn Conversion and Bocce Court Expansion (2015-2016) – (Closed at Council Direction)**

At its meeting on January 16, the City Council provided direction that CIP 301-655 be closed out and the funding transferred to CIP 301-678 Recreation Center Rebuild. The Council further directed that the addition of Bocce courts be included as an add alternative to the Recreation Center Rebuild Project. It will include modifying the area around the existing bocce ball courts, resurfacing the existing courts, and adding an additional two courts. If funds allow, the work will be completed during the Recreation Center Rebuild Project.

Project Timeline:

Design: FY 2023-2024

Construction: To be considered as a bid alternative in CIP 301-678

**(CIP 301-681, Budget \$4,238,970) New Traffic Signals at Various Locations (2018-2019)**

This project consists of the construction of traffic signals at the intersections of (1) Beach Park Boulevard and Gull Avenue (North), (2) Foster City Boulevard and Polynesia Drive, (3) Edgewater Boulevard and Port Royal Avenue (North) and (4) Beach Park Boulevard and Shell Boulevard.

Construction began in June 2022 and was completed in July 2023 under budget. The Notice of Completion was approved by the City Council on February 5, 2024.

**(CIP 301-693, Budget \$1,550,000) Roof Replacements at City Buildings (2019-2020)**

This project consists of roof repair and/or replacements of various City buildings including the Police Station, Teen Center, and various Corporation Yard buildings (the Public Works water/wastewater/streets/lagoons workshops, storage room, locker room, kitchen; shared training room adjacent to the lagoon pump house building; Parks key room, Vehicle Maintenance shop and small engine shop). Construction was completed on October 9, 2023, and the Notice of Completion was approved by the City Council in December 2023.

**(CIP 301-694, Budget \$475,000) Dynamic Signage for Traffic Relief Pilot Program (2019-2020)**

This project consisted of the installation of no left turn dynamic signage at the intersections of E. Hillsdale Boulevard and Edgewater Boulevard and E. Hillsdale Boulevard and Shell Boulevard to address concerns regarding cut-through traffic on East Hillsdale Boulevard during peak evening commute hours. Construction was completed by May 2022 under budget, and Notice of Completion recorded on September 6, 2022.

**(CIP 301-697, Budget \$1,560,000) Street Rehabilitation (2020-2021)**

This project consisted of the repair/resurfacing of the following public streets: Port Royal Avenue, Boothbay Avenue, Chesapeake Avenue, Nantucket Street, a portion of Shell Boulevard, Bounty Drive and Dolphin Isle. The repair methods included crack seal, slurry seal, dig-out repairs, and surface overlays. The project also included curb and gutter replacement and sidewalk repairs on the streets that are being repaired. Design was performed in house by staff. Construction was completed in November 2022 under budget. The Notice of Completion was filed in March 2023 and the project has been closed out.

**(CIP 301-706, Budget \$200,000) Government Center Rehabilitation (2022-2023)**

This project improved the interior of the City Hall building (610 Foster City Boulevard). The renovation consisted of office partition modifications to accommodate increased staff or need for reconfiguration. Improvements were completed in late summer of 2023 under budget.

**(CIP 301-709, Budget \$1,170,000) Sea Cloud Park S4 Synthetic Resurfacing (2022-2023)**

This project addressed the full replacement of the turf surface of the S4 soccer field that was installed in FY 2012-2013 to maintain the integrity of this highly used field. Improvements were completed in September 2023. The Notice of Completion was approved by the City Council on February 20, 2024.

*Project Timeline:*

Design: Ongoing

Construction: Completed

# THE CAPITAL IMPROVEMENT PROJECT BUDGETING PROCESS

As part of the City's Annual Budget and Five Year Financial Plan process, the City prepares a Five Year Capital Improvement Project Program. A Capital Improvement Program consisting of several Capital Improvement Projects (CIP) is a plan for capital expenditures to provide for the acquisition, expansion or rehabilitation of an element of the City's physical plant to be incurred over a fixed period of several future years. Examples of such projects include:

- Street pavement projects
- City facilities construction / refurbishment
- Park infrastructure improvements (e.g., paving sport courts, constructing or maintaining walkways, or rehabilitation of park facilities)
- Water valve or pipe replacement
- Sewer Lift Station refurbishment

Because the costs of such improvements are usually significant, the Five-Year Capital Improvement Project Program is a useful tool for anticipating and planning for future costs and developing funding strategies for projects.

## **CIP Planning Process**

### *Identifying CIP Projects*

Throughout the fiscal year, City staff members monitor the functional status and performance of the City's infrastructure elements. Maintenance activities are documented and analyzed to determine if rehabilitation or replacement is necessary. In addition, the City Council may provide policy direction to construct, enhance or rehabilitate City facilities. Based on these inputs, Staff begins to define the scope, nature and extent of projects. Projects on the previous year's Five-Year CIP Plan are reviewed and updated and new recommended projects are defined.

### *Cost Estimates*

Upon identifying the scope and nature of each project, staff prepares cost estimates of the projects. Projects which come up within the next 1-2 years have detailed engineers' cost estimates prepared. Projects which are 3-5 years out have less detailed cost estimates, but are sufficient in detail to give an overall order-of-magnitude cost estimate for planning purposes.

The cost estimates include an inflationary factor in a range of 2% to 10% per year for projects that are in years 2-5 based upon the historical trends and future expectations of raw materials and labor costs for projects. Cost estimates also include contingency factors that can range from 10% to 25% based upon the historical experience of similar projects and the relative uncertainty with respect to the project itself. For example, a construction project built upon ground that is suspected to have hazardous materials may yield a higher contingency factor than a relatively simple replacement of walkways.

### *Funding Sources*

Once the costs and timing have been identified and projected, a financial analysis is prepared to determine whether the projects can be funded. Consideration is given to a variety of sources of funds including:

- Grant funds
- Revenues dedicated for such purposes (e.g., Measure A funds for street improvements)
- Park In-lieu fees
- Water and Wastewater rate revenue
- Interest earnings
- Existing undesignated funds

### *Development of Five-Year Plan*

The recommended timing of projects in the plan takes into consideration many factors including:

- Status of the existing infrastructure
- Risk management considerations
- City Council policy priorities
- Staffing/staff workload
- Bidding environment
- Available funding

The City Council considers the draft plan at a Study Session that is typically held in late March. The City Council provides direction on each of the projects and any changes are incorporated into a revised plan that is reviewed by the Planning Commission for consistency with the General Plan. Any updates requiring further discussion are provided once again to the City Council at a Budget Study Session, typically held in May.

The City Council then holds a Public Hearing on the budget as a whole, which includes the Five-Year CIP Plan, normally in June. Subject to any public testimony and final Council direction, the final Five-Year CIP Plan is prepared, and the project costs associated with any projects which are funded in the next fiscal year are appropriated by the City Council as part of the adoption of the Annual Budget.

**FIVE YEAR CAPITAL IMPROVEMENT PROJECT PLAN (FISCAL YEAR 2024-25 TO 2028-29)**

Category	PROJECT #	PROJECT NAME	Funding Source*	TOTAL	2024-25	2025-26	2026-27	2027-28	2028-29
<b>BUILDING PROJECTS</b>									
C	BD-01	BD-01 (CIP 301-677) LIBRARY EXTERIOR IMPROVEMENTS AND RE-LANDSCAPING (2017-2018)	CC	\$200,000	\$0	\$0	\$200,000	\$0	\$0
A	BD-02	BD-02 (CIP 301-700) FUEL SYSTEMS IMPROVEMENTS (2021-2022)	CC	\$922,054	\$922,054	\$0	\$0	\$0	\$0
B	BD-03	BD-03 (CIP 301-708) RENOVATE ELEVATORS IN CITY BUILDINGS (2022-2023)	CC	\$200,000	\$200,000	\$0	\$0	\$0	\$0
B	BD-04	BD-04 (NEW CIP) REPLACE CITY HALL AND FIRE STATION ROOF (2027-2028)	BMF	\$500,000	\$0	\$0	\$0	\$500,000	\$0
B	BD-05	BD-05 (NEW CIP) REPLACE COUNCIL CHAMBERS HVAC (2028-2029)	BMF	\$500,000	\$0	\$0	\$0	\$0	\$500,000
<b>TOTAL BUILDING PROJECTS</b>			<b>5</b>	<b>\$2,322,054</b>	<b>\$1,122,054</b>	<b>\$0</b>	<b>\$200,000</b>	<b>\$500,000</b>	<b>\$500,000</b>
<b>PARKS PROJECTS</b>									
A	PK-01	PK-01 (CIP 301-678) RECREATION CENTER REBUILD (2017-2018)	CC/PIL/PIF/BMF	\$9,559,750	\$9,092,750	\$467,000	\$0	\$0	\$0
B	PK-02	PK-02 (CIP 301-712) EDGEWATER PARK SOFTBALL AND SOCCER SYNTHETIC RESURFACING (2023-2024)	CC	\$350,000	\$350,000	\$0	\$0	\$0	\$0
B	PK-03	PK-03 (CIP 301-714) SEA CLOUD MAINTENANCE SHED (2023-2024)	CC	\$2,000,000	\$0	\$0	\$2,000,000	\$0	\$0
C	PK-04	PK-04 (NEW CIP) CITY HALL EXTERIOR REHABILITATION (FY 2024-2025)	CC	\$200,000	\$200,000	\$0	\$0	\$0	\$0
B	PK-05	PK-05 (NEW CIP) DOG PARK INFRASTRUCTURE UPGRADE AND SYNTHETIC TURF REPLACEMENT (2025-2026)	CC	\$500,000	\$0	\$500,000	\$0	\$0	\$0
C	PK-06	PK-06 (NEW CIP) TENNIS AND BASKETBALL COURTS RESURFACING (2025-2026)	CC	\$320,000	\$0	\$320,000	\$0	\$0	\$0
B	PK-07	PK-07 (NEW CIP) CATAMARAN PARK IMPROVEMENTS (2026-2027)	CC	\$550,000	\$0	\$0	\$550,000	\$0	\$0
B	PK-08	PK-08 (NEW CIP) CATAMARAN AND SEA CLOUD S3 SYNTHETIC RESURFACING (2026-2027)	CC	\$1,800,000	\$0	\$0	\$1,800,000	\$0	\$0
C	PK-09	PK-09 (NEW CIP) AMPHITHEATER SYNTHETIC TURF RESURFACING (2026-2027)	CC	\$120,000	\$0	\$0	\$120,000	\$0	\$0
B	PK-10	PK-10 (NEW CIP) GULL PARK RENOVATION (2027-2028)	CC/ERF	\$3,810,000	\$0	\$0	\$0	\$3,810,000	\$0
B	PK-11	PK-11 (NEW CIP) MARLIN PARK RENOVATION (2027-2028)	CC/ERF	\$3,900,000	\$0	\$0	\$0	\$3,900,000	\$0
B	PK-12	PK-12 (NEW CIP) BOOTHBAY PARK SITE IMPROVEMENTS (2027-2028)	CC/ERF/PIL	\$4,000,000	\$0	\$0	\$0	\$500,000	\$3,500,000
B	PK-13	PK-13 (NEW CIP) PARKING LOT RESURFACING (2028-2029)	CC	\$600,000	\$0	\$0	\$0	\$0	\$600,000
B	PK-14	PK-14 (NEW CIP) PORT ROYAL SYNTHETIC RESURFACING (2028-2029)	CC	\$925,000	\$0	\$0	\$0	\$0	\$925,000
<b>TOTAL PARKS PROJECTS</b>			<b>14</b>	<b>\$28,634,750</b>	<b>\$9,642,750</b>	<b>\$1,287,000</b>	<b>\$4,470,000</b>	<b>\$8,210,000</b>	<b>\$5,025,000</b>
<b>STORMWATER/LAGOON PROJECTS</b>									
A	SW-01	SW-01 (CIP 301-717) ADD THIRD AND FOURTH LAGOON PUMP AND RELATED INFRASTRUCTURE (2023-2024)	CC	\$2,000,000	\$0	\$2,000,000	\$0	\$0	\$0
A	SW-02	SW-02 (CIP 301-718) LAGOON PUMP STATION BUILDING REHABILITATION (2023-2024)	CC	\$9,720,000	\$470,000	\$4,950,000	\$4,300,000	\$0	\$0
A	SW-03	SW-03 (NEW CIP) LAGOON INTAKE STRUCTURE REHABILITATION (2024-2025)	CC	\$780,000	\$30,000	\$50,000	\$700,000	\$0	\$0
<b>TOTAL STORMWATER/LAGOON PROJECTS</b>			<b>3</b>	<b>\$12,500,000</b>	<b>\$500,000</b>	<b>\$7,000,000</b>	<b>\$5,000,000</b>	<b>\$0</b>	<b>\$0</b>
<b>STREETS/TRAFFIC PROJECTS</b>									
A	ST-01	ST-01 (CIP 301-698) TRAFFIC SIGNAL SYSTEM UPGRADES (2020-2021)	SB1/MW/ERF/TIF/CC	\$8,825,000	\$1,000,000	\$4,825,000	\$3,000,000	\$0	\$0
B	ST-02	ST-02 (CIP 301-715) SUBSTRUCTURE AND SUPERSTRUCTURE BRIDGE IMPROVEMENTS (2023-2024)	SB1	\$750,000	\$750,000	\$0	\$0	\$0	\$0
A	ST-03	ST-03 (NEW CIP) STREET REHABILITATION AND PARK PATHWAY RESTORATION (2024-2025)	MA/GT/CC	\$1,800,000	\$1,800,000	\$0	\$0	\$0	\$0
C	ST-04	ST-04 (NEW CIP) BICYCLE AND PEDESTRIAN IMPROVEMENTS PROJECT (2025-2026)	MM	\$325,000	\$0	\$75,000	\$250,000	\$0	\$0
A	ST-05	ST-05 (NEW CIP) STREET REHABILITATION AND PARK PATHWAY RESTORATION (2025-2026)	MA/CC	\$1,800,000	\$0	\$1,800,000	\$0	\$0	\$0
B	ST-06	ST-06 (NEW CIP) FIRE AND RESCUE BOAT RAMP REHABILITATION (2026-2027)	CC	\$280,000	\$0	\$0	\$80,000	\$0	\$200,000
A	ST-07	ST-07 (NEW CIP) STREET REHABILITATION AND PARK PATHWAY RESTORATION (2026-2027)	MA/SB1/CC	\$1,800,000	\$0	\$0	\$1,800,000	\$0	\$0
A	ST-08	ST-08 (NEW CIP) STREET REHABILITATION (2027-2028)	MA/SB1	\$1,800,000	\$0	\$0	\$0	\$1,800,000	\$0
A	ST-09	ST-09 (NEW CIP) STREET REHABILITATION (2028-2029)	MA/SB1	\$1,800,000	\$0	\$0	\$0	\$0	\$1,800,000
<b>TOTAL STREETS/TRAFFIC PROJECTS</b>			<b>9</b>	<b>\$19,180,000</b>	<b>\$3,550,000</b>	<b>\$6,700,000</b>	<b>\$5,130,000</b>	<b>\$1,800,000</b>	<b>\$2,000,000</b>

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**FIVE YEAR CAPITAL IMPROVEMENT PROJECT PLAN (FISCAL YEAR 2024-25 TO 2028-29)**

Category	PROJECT #	PROJECT NAME	Funding Source*	TOTAL	2024-25	2025-26	2026-27	2027-28	2028-29
<b>WATER PROJECTS</b>									
B	WA-01	WA-01 (NEW CIP) WATER MAIN CONDITION ASSESSMENT (2024-2025)	CW/WCF	\$250,000	\$250,000	\$0	\$0	\$0	\$0
A	WA-02	WA-02 (NEW CIP) PERMANENT EMERGENCY BYPASS TRANSMISSION MAIN ON E. THIRD AVE. (2025-2026)	CW	\$1,000,000	\$0	\$300,000	\$700,000	\$0	\$0
B	WA-03	WA-03 (NEW CIP) LARGE WATER VALVE REPLACEMENT (2026-2027)	CW	\$1,500,000	\$0	\$0	\$1,000,000	\$500,000	\$0
B	WA-04	WA-04 (NEW CIP) COATING ON 24-INCH TRANSMISSION MAIN AT SEAL SLOUGH BRIDGE (2026-2027)	CW/WCF	\$1,000,000	\$0	\$0	\$1,000,000	\$0	\$0
A	WA-05	WA-05 (NEW CIP) REPLACEMENT OF CATHODIC PROTECTION ANODE BEDS (2027-2028)	CW	\$500,000	\$0	\$0	\$0	\$500,000	\$0
A	WA-06	WA-06 (NEW CIP) WATER FACILITIES SEISMIC VULNERABILITY ASSESSMENT (2027-2028)	CW	\$125,000	\$0	\$0	\$0	\$125,000	\$0
A	WA-07	WA-07 (NEW CIP) TWO ENGINES AND PUMP REPLACEMENT AT WATER BOOSTER PUMP STATION (2027-2028)	CW	\$975,000	\$0	\$0	\$0	\$375,000	\$600,000
A	WA-08	WA-08 (NEW CIP) CHLORINE ANALYZERS AND AUTOFLUSHERS AT VARIOUS LOCATIONS (2028-2029)	CW	\$700,000	\$0	\$0	\$0	\$0	\$700,000
B	WA-09	WA-09 (NEW CIP) EAST HILLSDALE BOULEVARD LOOP (2028-2029)	CW	\$138,000	\$0	\$0	\$0	\$0	\$138,000
<b>TOTAL WATER PROJECTS</b>			<b>9</b>	<b>\$6,188,000</b>	<b>\$250,000</b>	<b>\$300,000</b>	<b>\$2,700,000</b>	<b>\$1,500,000</b>	<b>\$1,438,000</b>
<b>WASTEWATER PROJECTS</b>									
A	WW-01	WW-01 (CIP 455-652) WASTEWATER TREATMENT PLANT MASTER PLAN IMPROVEMENTS (2015-2016)	CWW	\$10,102,575	\$8,225,263	\$1,877,312	\$0	\$0	\$0
A	WW-02	WW-02 (CIP 455-705) EMERGENCY GENERATOR REPLACEMENTS (2021-2022)	CWW	\$3,900,000	\$1,900,000	\$2,000,000	\$0	\$0	\$0
A	WW-03	WW-03 (CIP 455-710) SHELL BRIDGE SANITARY SEWER FORCE MAIN REHABILITATION (2022-2023)	CWW	\$500,000	\$500,000	\$0	\$0	\$0	\$0
A	WW-04	WW-04 (CIP 455-719) SANITARY SEWER LIFT STATION IMPROVEMENTS - PHASE 6 (2023-2024)	CWW	\$8,900,000	\$0	\$7,900,000	\$1,000,000	\$0	\$0
A	WW-05	WW-05 (NEW CIP) SANITARY SEWER MANHOLE REPLACEMENTS (2025-2026)	CWW	\$2,500,000	\$0	\$500,000	\$2,000,000	\$0	\$0
B	WW-06	WW-06 (NEW CIP) OVERFLOW, REDUNDANCY, BYPASSING AND BACKUP POWER STUDY (2026-2027)	CWW	\$1,100,000	\$0	\$0	\$0	\$100,000	\$1,000,000
A	WW-07	WW-07 (NEW CIP) SANITARY SEWER LIFT STATIONS IMPROVEMENTS - PHASE 7 (2028-2029)	CWW	\$3,200,000	\$0	\$0	\$0	\$0	\$3,200,000
<b>TOTAL WASTEWATER COLLECTION SYSTEM PROJECTS</b>			<b>7</b>	<b>\$30,202,575</b>	<b>\$10,625,263</b>	<b>\$12,277,312</b>	<b>\$3,000,000</b>	<b>\$100,000</b>	<b>\$4,200,000</b>
<b>GRAND TOTAL</b>			<b>47</b>	<b>\$99,027,379</b>	<b>\$25,690,067</b>	<b>\$27,564,312</b>	<b>\$20,500,000</b>	<b>\$12,110,000</b>	<b>\$13,163,000</b>

\*BMF=Building Maintenance Fund; CC=CIP City; CW=CIP Water; CWW=CIP Wastewater; CWW-ERF= Wastewater Equipment Replacement Fund; ERF=Equipment Replacement Fund; GT=Gas Tax (2103); MA=Measure A; MM=Measure M; MW=Measure W; SB 1 = Road Maintenance & Rehab; PIF = Park Facility Impact Fees; PIL = Park-In-Lieu; TIF = Transportation Impact Fees; WCF=Water Connection Fees; WWCF=Wastewater Connection Fees

**TABLE A**  
**FIVE YEAR CAPITAL IMPROVEMENT PROJECT PLAN (FISCAL YEAR 2024-25 TO 2028-29)**

<b>Project No.</b>	<b>PROJECT DESCRIPTION</b>	<b>TOTAL</b>
<b>CATEGORY A PROJECTS</b>		
BD-02	BD-02 (CIP 301-700) FUEL SYSTEMS IMPROVEMENTS (2021-2022)	\$ 922,054
PK-01	PK-01 (CIP 301-678) RECREATION CENTER REBUILD (2017-2018)	\$ 9,559,750
ST-01	ST-01 (CIP 301-698) TRAFFIC SIGNAL SYSTEM UPGRADES (2020-2021)	\$ 8,825,000
ST-03	ST-03 (NEW CIP) STREET REHABILITATION AND PARK PATHWAY RESTORATION (2024-2025)	\$ 1,800,000
ST-05	ST-05 (NEW CIP) STREET REHABILITATION AND PARK PATHWAY RESTORATION (2025-2026)	\$ 1,800,000
ST-07	ST-07 (NEW CIP) STREET REHABILITATION AND PARK PATHWAY RESTORATION (2026-2027)	\$ 1,800,000
ST-08	ST-08 (NEW CIP) STREET REHABILITATION (2027-2028)	\$ 1,800,000
ST-09	ST-09 (NEW CIP) STREET REHABILITATION (2028-2029)	\$ 1,800,000
SW-01	SW-01 (CIP 301-717) ADD THIRD AND FOURTH LAGOON PUMP AND RELATED INFRASTRUCTURE (2023-2024)	\$ 2,000,000
SW-02	SW-02 (CIP 301-718) LAGOON PUMP STATION BUILDING REHABILITATION (2023-2024)	\$ 9,720,000
SW-03	SW-03 (NEW CIP) LAGOON INTAKE STRUCTURE REHABILITATION (2024-2025)	\$ 780,000
WA-02	WA-02 (NEW CIP) PERMANENT EMERGENCY BYPASS TRANSMISSION MAIN ON E. THIRD AVE. (2025-2026)	\$ 1,000,000
WA-05	WA-05 (NEW CIP) REPLACEMENT OF CATHODIC PROTECTION ANODE BEDS (2027-2028)	\$ 500,000
WA-06	WA-06 (NEW CIP) WATER FACILITIES SEISMIC VULNERABILITY ASSESSMENT (2027-2028)	\$ 125,000
WA-07	WA-07 (NEW CIP) TWO ENGINES AND PUMP REPLACEMENT AT WATER BOOSTER PUMP STATION (2027-2028)	\$ 975,000
WA-08	WA-08 (NEW CIP) CHLORINE ANALYZERS AND AUTOFLUSHERS AT VARIOUS LOCATIONS (2028-2029)	\$ 700,000
WW-01	WW-01 (CIP 455-652) WASTEWATER TREATMENT PLANT MASTER PLAN IMPROVEMENTS (2015-2016)	\$ 10,102,575
WW-02	WW-02 (CIP 455-705) EMERGENCY GENERATOR REPLACEMENTS (2021-2022)	\$ 3,900,000
WW-03	WW-03 (CIP 455-710) SHELL BRIDGE SANITARY SEWER FORCE MAIN REHABILITATION (2022-2023)	\$ 500,000
WW-04	WW-04 (CIP 455-719) SANITARY SEWER LIFT STATION IMPROVEMENTS - PHASE 6 (2023-2024)	\$ 8,900,000
WW-05	WW-05 (NEW CIP) SANITARY SEWER MANHOLE REPLACEMENTS (2025-2026)	\$ 2,500,000
WW-07	WW-07 (NEW CIP) SANITARY SEWER LIFT STATIONS IMPROVEMENTS - PHASE 7 (2028-2029)	\$ 3,200,000
<b>Subtotal for Category A Projects</b>		<b>\$ 73,209,379</b>
<b>CATEGORY B PROJECTS</b>		
BD-03	BD-03 (CIP 301-708) RENOVATE ELEVATORS IN CITY BUILDINGS (2022-2023)	\$ 200,000
BD-04	BD-04 (NEW CIP) REPLACE CITY HALL AND FIRE STATION ROOF (2027-2028)	\$ 500,000
BD-05	BD-05 (NEW CIP) REPLACE COUNCIL CHAMBERS HVAC (2028-2029)	\$ 500,000
PK-02	PK-02 (CIP 301-712) EDGEWATER PARK SOFTBALL AND SOCCER SYNTHETIC RESURFACING (2023-2024)	\$ 350,000
PK-03	PK-03 (CIP 301-714) SEA CLOUD MAINTENANCE SHED (2023-2024)	\$ 2,000,000
PK-05	PK-05 (NEW CIP) DOG PARK INFRASTRUCTURE UPGRADE AND SYNTHETIC TURF REPLACEMENT (2025-2026)	\$ 500,000
PK-07	PK-07 (NEW CIP) CATAMARAN PARK IMPROVEMENTS (2026-2027)	\$ 550,000
PK-08	PK-08 (NEW CIP) CATAMARAN AND SEA CLOUD S3 SYNTHETIC RESURFACING (2026-2027)	\$ 1,800,000
PK-10	PK-10 (NEW CIP) GULL PARK RENOVATION (2027-2028)	\$ 3,810,000
PK-11	PK-11 (NEW CIP) MARLIN PARK RENOVATION (2027-2028)	\$ 3,900,000
PK-12	PK-12 (NEW CIP) BOOTHBAY PARK SITE IMPROVEMENTS (2027-2028)	\$ 4,000,000
PK-13	PK-13 (NEW CIP) PARKING LOT RESURFACING (2028-2029)	\$ 600,000
PK-14	PK-14 (NEW CIP) PORT ROYAL SYNTHETIC RESURFACING (2028-2029)	\$ 925,000

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**TABLE A**  
**FIVE YEAR CAPITAL IMPROVEMENT PROJECT PLAN (FISCAL YEAR 2024-25 TO 2028-29)**

<b>Project No.</b>	<b>PROJECT DESCRIPTION</b>	<b>TOTAL</b>
<b>CATEGORY B PROJECTS (continued)</b>		
ST-02	ST-02 (CIP 301-715) SUBSTRUCTURE AND SUPERSTRUCTURE BRIDGE IMPROVEMENTS (2023-2024)	\$ 750,000
ST-06	ST-06 (NEW CIP) FIRE AND RESCUE BOAT RAMP REHABILITATION (2026-2027)	\$ 280,000
WA-01	WA-01 (NEW CIP) WATER MAIN CONDITION ASSESSMENT (2024-2025)	\$ 250,000
WA-03	WA-03 (NEW CIP) LARGE WATER VALVE REPLACEMENT (2026-2027)	\$ 1,500,000
WA-04	WA-04 (NEW CIP) COATING ON 24-INCH TRANSMISSION MAIN AT SEAL SLOUGH BRIDGE (2026-2027)	\$ 1,000,000
WA-09	WA-09 (NEW CIP) EAST HILLSDALE BOULEVARD LOOP (2028-2029)	\$ 138,000
WW-06	WW-06 (NEW CIP) OVERFLOW, REDUNDANCY, BYPASSING AND BACKUP POWER STUDY (2026-2027)	\$ 1,100,000
<b>Subtotal for Category B Projects</b>		<b>\$ 24,653,000</b>
<b>CATEGORY C PROJECTS</b>		
BD-01	BD-01 (CIP 301-677) LIBRARY EXTERIOR IMPROVEMENTS AND RE-LANDSCAPING (2017-2018)	\$ 200,000
PK-04	PK-04 (NEW CIP) CITY HALL EXTERIOR REHABILITATION (FY 2024-2025)	\$ 200,000
PK-06	PK-06 (NEW CIP) TENNIS AND BASKETBALL COURTS RESURFACING (2025-2026)	\$ 320,000
PK-09	PK-09 (NEW CIP) AMPHITHEATER SYNTHETIC TURF RESURFACING (2026-2027)	\$ 120,000
ST-04	ST-04 (NEW CIP) BICYCLE AND PEDESTRIAN IMPROVEMENTS PROJECT (2025-2026)	\$ 325,000
<b>Subtotal for Category C Projects</b>		<b>\$ 1,165,000</b>
<b>GRAND TOTAL</b>		<b>\$ 99,027,379</b>

**TABLE B  
FIVE YEAR CAPITAL IMPROVEMENT PROJECT PLAN (FISCAL YEAR 2024-25 TO 2028-29)**

DESCRIPTION	CIP City (Fund 301)	CAP ASSET ACQ & REPL (Fund 326)	ISF-ERF (Fund 502)	ISF-BMF (Fund 505)	Developer Deposits ( <sup>(4)</sup> )	Measure A (Fund 102)	Gas Tax 2103 (Fund 103)	Park-In- Lieu Fees (Fund 104)	Measure M (Fund 105)	SB1 Road Maint and Rehab (Fund 119)	Measure W (Fund 136)	Impact Fees - Park Facility (Fund 142)	Impact Fees - Transportation (Fund 144)	Water CIP (Fund 405)	Water Connection (Fund 409)	Wastewtr CIP (Fund 455)	Wastewtr ERF (Fund 458)	Wastewater Connection Fees (Fund 460)	TOTAL
Est. Funds Available for CIP Projects, 6/30/2024 (1)	\$18,691,035	\$4,123,473	\$6,706,296	\$9,051,573	\$1,672,634	\$1,511,662	\$280,100	\$3,029,645	\$21,700	\$1,286,658	\$903,968	\$594,113	\$190,690	\$4,536,457	\$414,160	\$8,782,957	\$2,424,428	\$1,076,991	\$65,298,540
Long-Term CIP Funding Program (2)	\$28,750,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,000,000	\$0	\$24,500,000	\$0	\$0	\$58,250,000
Revenue Projections (3)	\$0	\$5,555,000	\$0	\$0	\$0	\$5,174,200	\$1,486,600	\$0	\$645,800	\$4,832,500	\$2,509,000	\$467,000	\$1,408,128	\$0	\$811,597	\$0	\$0	\$4,417,973	\$27,307,798
<b>Total Available</b>	<b>\$47,441,035</b>	<b>\$9,678,473</b>	<b>\$6,706,296</b>	<b>\$9,051,573</b>	<b>\$1,672,634</b>	<b>\$6,685,862</b>	<b>\$1,766,700</b>	<b>\$3,029,645</b>	<b>\$667,500</b>	<b>\$6,119,158</b>	<b>\$3,412,968</b>	<b>\$1,061,113</b>	<b>\$1,598,818</b>	<b>\$9,536,457</b>	<b>\$1,225,757</b>	<b>\$33,282,957</b>	<b>\$2,424,428</b>	<b>\$5,494,964</b>	<b>\$150,856,338</b>

**CATEGORY A PROJECTS**

BD-02 (CIP 301-700) FUEL SYSTEMS IMPROVEMENTS (2021-2022)	\$922,054	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$922,054
PK-01 (CIP 301-678) RECREATION CENTER REBUILD (2017-2018)	\$5,926,050	\$0	\$0	\$1,861,400	\$0	\$0	\$0	\$745,000	\$0	\$0	\$0	\$1,027,300	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$9,559,750
ST-01 (CIP 301-698) TRAFFIC SIGNAL SYSTEM UPGRADES (2020-2021)	\$3,000,000	\$0	\$480,000	\$0	\$0	\$0	\$0	\$0	\$2,220,000	\$2,300,000	\$0	\$0	\$825,000	\$0	\$0	\$0	\$0	\$0	\$0	\$8,825,000
ST-03 (NEW CIP) STREET REHABILITATION AND PARK PATHWAY RESTORATION (2024-2025)	\$300,000	\$0	\$0	\$0	\$0	\$1,000,000	\$500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,800,000
ST-05 (NEW CIP) STREET REHABILITATION AND PARK PATHWAY RESTORATION (2025-2026)	\$300,000	\$0	\$0	\$0	\$0	\$1,500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,800,000
ST-07 (NEW CIP) STREET REHABILITATION AND PARK PATHWAY RESTORATION (2026-2027)	\$300,000	\$0	\$0	\$0	\$0	\$1,000,000	\$0	\$0	\$0	\$500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,800,000
ST-08 (NEW CIP) STREET REHABILITATION (2027-2028)	\$0	\$0	\$0	\$0	\$0	\$900,000	\$0	\$0	\$0	\$900,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,800,000
ST-09 (NEW CIP) STREET REHABILITATION (2028-2029)	\$0	\$0	\$0	\$0	\$0	\$900,000	\$0	\$0	\$0	\$900,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,800,000
SW-01 (CIP 301-717) ADD THIRD AND FOURTH LAGOON PUMP AND RELATED INFRASTRUCTURE (2023-2024)	\$2,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,000,000
SW-02 (CIP 301-718) LAGOON PUMP STATION BUILDING REHABILITATION (2023-2024)	\$9,720,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$9,720,000
SW-03 (NEW CIP) LAGOON INTAKE STRUCTURE REHABILITATION (2024-2025)	\$780,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$780,000
WA-02 (NEW CIP) PERMANENT EMERGENCY BYPASS TRANSMISSION MAIN ON E. THIRD AVE. (2025-2026)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,000,000	\$0	\$0	\$0	\$0	\$0	\$1,000,000
WA-05 (NEW CIP) REPLACEMENT OF CATHODIC PROTECTION ANODE BEDS (2027-2028)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$500,000	\$0	\$0	\$0	\$0	\$0	\$500,000
WA-06 (NEW CIP) WATER FACILITIES SEISMIC VULNERABILITY ASSESSMENT (2027-2028)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$125,000	\$0	\$0	\$0	\$0	\$0	\$125,000
WA-07 (NEW CIP) TWO ENGINES AND PUMP REPLACEMENT AT WATER BOOSTER PUMP STATION (2027-2028)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$975,000	\$0	\$0	\$0	\$0	\$0	\$975,000
WA-08 (NEW CIP) CHLORINE ANALYZERS AND AUTOFLUSHERS AT VARIOUS LOCATIONS (2028-2029)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$700,000	\$0	\$0	\$0	\$0	\$0	\$700,000

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**TABLE B  
FIVE YEAR CAPITAL IMPROVEMENT PROJECT PLAN (FISCAL YEAR 2024-25 TO 2028-29)**

DESCRIPTION	CIP City (Fund 301)	CAP ASSET ACQ & REPL (Fund 326)	ISF-ERF (Fund 502)	ISF-BMF (Fund 505)	Developer Deposits ( <sup>(4)</sup> )	Measure A (Fund 102)	Gas Tax 2103 (Fund 103)	Park-In- Lieu Fees (Fund 104)	Measure M (Fund 105)	SB1 Road Maint and Rehab (Fund 119)	Measure W (Fund 136)	Impact Fees - Park Facility (Fund 142)	Impact Fees - Transportation (Fund 144)	Water CIP (Fund 405)	Water Connection (Fund 409)	Wastewtr CIP (Fund 455)	Wastewtr ERF (Fund 458)	Wastewater Connection Fees (Fund 460)	TOTAL
<b>CATEGORY A PROJECTS (continued)</b>																			
WW-01 (CIP 455-652) WASTEWATER TREATMENT PLANT MASTER PLAN IMPROVEMENTS (2015-2016)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,102,575	\$0	\$0	\$10,102,575
WW-07 (NEW CIP) SANITARY SEWER LIFT STATIONS IMPROVEMENTS - PHASE 7 (2028-2029)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,200,000	\$0	\$0	\$3,200,000
<b>SUB TOTAL OF CATEGORY A PROJECTS</b>	<b>\$23,248,104</b>	<b>\$0</b>	<b>\$480,000</b>	<b>\$1,861,400</b>	<b>\$0</b>	<b>\$5,300,000</b>	<b>\$500,000</b>	<b>\$745,000</b>	<b>\$0</b>	<b>\$4,520,000</b>	<b>\$2,300,000</b>	<b>\$1,027,300</b>	<b>\$825,000</b>	<b>\$3,300,000</b>	<b>\$0</b>	<b>\$29,102,575</b>	<b>\$0</b>	<b>\$0</b>	<b>\$73,209,379</b>
<b>FUNDS AVAIL. (LESS CATEGORY A PROJECTS)</b>	<b>\$24,192,931</b>	<b>\$9,678,473</b>	<b>\$6,226,296</b>	<b>\$7,190,173</b>	<b>\$1,672,634</b>	<b>\$1,385,862</b>	<b>\$1,266,700</b>	<b>\$2,284,645</b>	<b>\$667,500</b>	<b>\$1,599,158</b>	<b>\$1,112,968</b>	<b>\$33,813</b>	<b>\$773,818</b>	<b>\$6,236,457</b>	<b>\$1,225,757</b>	<b>\$4,180,382</b>	<b>\$2,424,428</b>	<b>\$5,494,964</b>	<b>\$77,646,959</b>
<b>CATEGORY B PROJECTS</b>																			
BD-03 (CIP 301-708) RENOVATE ELEVATORS IN CITY BUILDINGS (2022-2023)	\$200,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$200,000
BD-04 (NEW CIP) REPLACE CITY HALL AND FIRE STATION ROOF (2027-2028)	\$0	\$0	\$0	\$500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$500,000
BD-05 (NEW CIP) REPLACE COUNCIL CHAMBERS HVAC (2028-2029)	\$0	\$0	\$0	\$500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$500,000
PK-02 (CIP 301-712) EDGEWATER PARK SOFTBALL AND SOCCER SYNTHETIC RESURFACING (2023-2024)	\$350,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$350,000
PK-03 (CIP 301-714) SEA CLOUD MAINTENANCE SHED (2023-2024)	\$2,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,000,000
PK-05 (NEW CIP) DOG PARK INFRASTRUCTURE UPGRADE AND SYNTHETIC TURF REPLACEMENT (2025-2026)	\$500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$500,000
PK-07 (NEW CIP) CATAMARAN PARK IMPROVEMENTS (2026-2027)	\$550,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$550,000
PK-08 (NEW CIP) CATAMARAN AND SEA CLOUD S3 SYNTHETIC RESURFACING (2026-2027)	\$1,800,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,800,000
PK-10 (NEW CIP) GULL PARK RENOVATION (2027-2028)	\$3,550,000	\$0	\$260,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,810,000
PK-11 (NEW CIP) MARLIN PARK RENOVATION (2027-2028)	\$3,775,000	\$0	\$125,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,900,000
PK-12 (NEW CIP) BOOTHBAY PARK SITE IMPROVEMENTS (2027-2028)	\$1,840,000	\$0	\$110,000	\$0	\$0	\$0	\$0	\$2,050,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,000,000
PK-13 (NEW CIP) PARKING LOT RESURFACING (2028-2029)	\$600,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$600,000
PK-14 (NEW CIP) PORT ROYAL SYNTHETIC RESURFACING (2028-2029)	\$925,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$925,000
<b>SUB TOTAL OF CATEGORY B PROJECTS</b>	<b>\$16,370,000</b>	<b>\$0</b>	<b>\$495,000</b>	<b>\$1,000,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,050,000</b>	<b>\$0</b>	<b>\$750,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,288,000</b>	<b>\$600,000</b>	<b>\$1,100,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$24,653,000</b>
<b>FUNDS AVAIL. (LESS CATEGORY A AND B PROJECTS)</b>	<b>\$7,822,931</b>	<b>\$9,678,473</b>	<b>\$5,731,296</b>	<b>\$6,190,173</b>	<b>\$1,672,634</b>	<b>\$1,385,862</b>	<b>\$1,266,700</b>	<b>\$234,645</b>	<b>\$667,500</b>	<b>\$849,158</b>	<b>\$1,112,968</b>	<b>\$33,813</b>	<b>\$773,818</b>	<b>\$3,948,457</b>	<b>\$625,757</b>	<b>\$3,080,382</b>	<b>\$2,424,428</b>	<b>\$5,494,964</b>	<b>\$52,993,959</b>

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**TABLE B  
FIVE YEAR CAPITAL IMPROVEMENT PROJECT PLAN (FISCAL YEAR 2024-25 TO 2028-29)**

DESCRIPTION	CIP City (Fund 301)	CAP ASSET ACQ & REPL (Fund 326)	ISF-ERF (Fund 502)	ISF-BMF (Fund 505)	Developer Deposits <sup>(4)</sup>	Measure A (Fund 102)	Gas Tax 2103 (Fund 103)	Park-In- Lieu Fees (Fund 104)	Measure M (Fund 105)	SB1 Road Maint and Rehab (Fund 119)	Measure W (Fund 136)	Impact Fees - Park Facility (Fund 142)	Impact Fees - Transportation (Fund 144)	Water CIP (Fund 405)	Water Connection (Fund 409)	Wastewtr CIP (Fund 455)	Wastewtr ERF (Fund 458)	Wastewater Connection Fees (Fund 460)	TOTAL
<b>CATEGORY C PROJECTS</b>																			
BD-01 (CIP 301-677) LIBRARY EXTERIOR IMPROVEMENTS AND RE-LANDSCAPING (2017-2018)	\$200,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$200,000
PK-04 (NEW CIP) CITY HALL EXTERIOR REHABILITATION (FY 2024-2025)	\$200,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$200,000
PK-06 (NEW CIP) TENNIS AND BASKETBALL COURTS RESURFACING (2025-2026)	\$320,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$320,000
PK-09 (NEW CIP) AMPHITHEATER SYNTHETIC TURF RESURFACING (2026-2027)	\$120,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$120,000
ST-04 (NEW CIP) BICYCLE AND PEDESTRIAN IMPROVEMENTS PROJECT (2025-2026)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$325,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$325,000
<b>SUB TOTAL OF CATEGORY C PROJECTS</b>	<b>\$840,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$325,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,165,000</b>
<b>FUNDS AVAIL. (LESS CATEGORY A, B, AND C PROJECTS)</b>	<b>\$6,982,931</b>	<b>\$9,678,473</b>	<b>\$5,731,296</b>	<b>\$6,190,173</b>	<b>\$1,672,634</b>	<b>\$1,385,862</b>	<b>\$1,266,700</b>	<b>\$234,645</b>	<b>\$342,500</b>	<b>\$849,158</b>	<b>\$1,112,968</b>	<b>\$33,813</b>	<b>\$773,818</b>	<b>\$3,948,457</b>	<b>\$625,757</b>	<b>\$3,080,382</b>	<b>\$2,424,428</b>	<b>\$5,494,964</b>	<b>\$51,828,959</b>

(1) Funds Available are based upon a March 31, 2024 financial review and also include \$2.0M Emergency Reserve for CIP Water and CIP Wastewater.

(2) Funds transferred from the City General Fund (for CIP - City), Water Operations (CIP Water) and Wastewater Operations (CIP Wastewater) over the next five years per the Long-Term CIP Funding Program.

(3) Revenue projections based on a preliminary projection of revenues in preparation of the 5-Year Financial Plan forecast.

(4) Funds represent the deposits made by the developers of the following projects: Gilead Sciences; Chess Drive Offices; Pilgrim-Triton; 15-acre site; Biomed.

**TABLE C  
CAPITAL IMPROVEMENT PROJECT (CIP) PLAN (FISCAL YEAR 2024-25)**

<b>PROJECT NAME</b>	<b>Funding Source*</b>	<b>Total Project Cost</b>	<b>Prior Years' Funding</b>	<b>FY 2024-25</b>	<b>CIP City (Fund 301)</b>	<b>Park-In-Lieu Fees (Fund 104)</b>	<b>Impact Fees - Park Facility (Fund 142)</b>	<b>Measure A (Fund 102)</b>	<b>Gas Tax 2103 (Fund 103)</b>	<b>SB1 (FUND 119)</b>	<b>Measure W (Fund 136)</b>	<b>Water CIP (Fund 405)</b>	<b>Water Connection (Fund 409)</b>	<b>Wastewtr CIP (Fund 455)</b>	<b>ISF- Bldg Maint (Fund 505)</b>
<b>BUILDING PROJECTS</b>															
BD-02 (CIP 301-700) FUEL SYSTEMS IMPROVEMENTS (2021-2022)	CC	\$4,000,000	\$3,077,946	\$922,054	\$922,054	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
BD-03 (CIP 301-708) RENOVATE ELEVATORS IN CITY BUILDINGS (2022-2023)	CC	\$1,000,000	\$800,000	\$200,000	\$200,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL BUILDING PROJECTS</b>	<b>2</b>	<b>\$5,000,000</b>	<b>\$3,877,946</b>	<b>\$1,122,054</b>	<b>\$1,122,054</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>PARKS PROJECTS</b>															
PK-01 (CIP 301-678) RECREATION CENTER REBUILD (2017-2018)	CC/PII/PIF/BMF	\$64,467,000	\$55,374,250	\$9,092,750	\$5,926,050	\$745,000	\$560,300	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,861,400
PK-02 (CIP 301-712) EDGEWATER PARK SOFTBALL AND SOCCER SYNTHETIC RESURFACING (2023-2024)	CC	\$1,250,000	\$900,000	\$350,000	\$350,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
PK-04 (NEW CIP) CITY HALL EXTERIOR REHABILITATION (FY 2024-2025)	CC	\$200,000	\$0	\$200,000	\$200,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL PARKS PROJECTS</b>	<b>3</b>	<b>\$65,917,000</b>	<b>\$56,274,250</b>	<b>\$9,642,750</b>	<b>\$6,476,050</b>	<b>\$745,000</b>	<b>\$560,300</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,861,400</b>
<b>STORMWATER/LAGOON PROJECTS</b>															
SW-02 (CIP 301-718) LAGOON PUMP STATION BUILDING REHABILITATION (2023-2024)	CC	\$670,000	\$200,000	\$470,000	\$470,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SW-03 (NEW CIP) LAGOON INTAKE STRUCTURE REHABILITATION (2024-2025)	CC	\$30,000	\$0	\$30,000	\$30,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL STORMWATER/LAGOON PROJECTS</b>	<b>2</b>	<b>\$700,000</b>	<b>\$200,000</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

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**TABLE C  
CAPITAL IMPROVEMENT PROJECT (CIP) PLAN (FISCAL YEAR 2024-25)**

PROJECT NAME	Funding Source*	Total Project Cost	Prior Years' Funding	FY 2024-25	CIP City (Fund 301)	Park-In-Lieu Fees (Fund 104)	Impact Fees - Park Facility (Fund 142)	Measure A (Fund 102)	Gas Tax 2103 (Fund 103)	SB1 (FUND 119)	Measure W (Fund 136)	Water CIP (Fund 405)	Water Connection (Fund 409)	Wastewtr CIP (Fund 455)	ISF- Bldg Maint (Fund 505)
<b>STREETS/TRAFFIC PROJECTS</b>															
ST-01 (CIP 301-698) TRAFFIC SIGNAL SYSTEM UPGRADES (2020-2021)	SB1/MW/ERF/TIF/CC	\$1,625,000	\$625,000	\$1,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$1,000,000	\$0	\$0	\$0	\$0
ST-02 (CIP 301-715) SUBSTRUCTURE AND SUPERSTRUCTURE BRIDGE IMPROVEMENTS (2023-2024)	SB1	\$1,150,000	\$400,000	\$750,000	\$0	\$0	\$0	\$0	\$0	\$750,000	\$0	\$0	\$0	\$0	\$0
ST-03 (NEW CIP) STREET REHABILITATION AND PARK PATHWAY RESTORATION (2024-2025)	MA/GT/CC	\$1,800,000	\$0	\$1,800,000	\$300,000	\$0	\$0	\$1,000,000	\$500,000	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL STREETS/TRAFFIC PROJECTS</b>	<b>3</b>	<b>\$4,575,000</b>	<b>\$1,025,000</b>	<b>\$3,550,000</b>	<b>\$300,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,000,000</b>	<b>\$500,000</b>	<b>\$750,000</b>	<b>\$1,000,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>WATER PROJECTS</b>															
WA-01 (NEW CIP) WATER MAIN CONDITION ASSESSMENT (2024-2025)	WCF	\$250,000	\$0	\$250,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$150,000	\$100,000	\$0	\$0
<b>TOTAL WATER PROJECTS</b>	<b>1</b>	<b>\$250,000</b>	<b>\$0</b>	<b>\$250,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$150,000</b>	<b>\$100,000</b>	<b>\$0</b>	<b>\$0</b>
<b>WASTEWATER PROJECTS</b>															
WW-01 (CIP 455-652) WASTEWATER TREATMENT PLANT MASTER PLAN IMPROVEMENTS (2015-2016)	CWW	\$162,519,482	\$154,294,219	\$8,225,263	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,225,263	\$0
WW-02 (CIP 455-705) EMERGENCY GENERATOR REPLACEMENTS (2021-2022)	CWW	\$4,200,000	\$2,300,000	\$1,900,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,900,000	\$0
WW-03 (CIP 455-710) SHELL BRIDGE SANITARY SEWER FORCE MAIN REHABILITATION (2022-2023)	CWW	\$1,000,000	\$500,000	\$500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$500,000	\$0
<b>TOTAL WASTEWATER PROJECTS</b>	<b>3</b>	<b>\$167,719,482</b>	<b>\$157,094,219</b>	<b>\$10,625,263</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$10,625,263</b>	<b>\$0</b>
<b>GRAND TOTAL</b>	<b>14</b>	<b>\$244,161,482</b>	<b>\$218,471,415</b>	<b>\$25,690,067</b>	<b>\$8,398,104</b>	<b>\$745,000</b>	<b>\$560,300</b>	<b>\$1,000,000</b>	<b>\$500,000</b>	<b>\$750,000</b>	<b>\$1,000,000</b>	<b>\$150,000</b>	<b>\$100,000</b>	<b>\$10,625,263</b>	<b>\$1,861,400</b>



**TABLE D  
ACTIVE AND PROPOSED CIP'S THROUGH FY 2028-29**

ACTIVE PROJECT	DESCRIPTION	FY AUTH	PRIOR YRS BUDGET & ADJ	CURRENT YR BUDGET & ADJ (2023-24)	TOTAL APPROVED BUDGET & ADJ	2024-25	2025-26	2026-27	2027-28	2028-29	ESTIMATED TOTAL PROJECT BUDGET
455-626	SANITARY SEWER LIFT STATION IMPROVEMENTS PROJECT-PHASE 5 (2012-2013)	12-13	\$8,075,000	\$0	\$8,075,000	\$0	\$0	\$0	\$0	\$0	\$8,075,000
301-635	MEDIAN MODIFICATIONS - FOSTER CITY BLVD AT CHESS DRIVE - MP#3 (2013-2014, 2014-2015)	13-14	\$345,540	\$573,629	\$919,169	\$0	\$0	\$0	\$0	\$0	\$919,169
405-636	WATER SYSTEM IMPROVEMENTS AND VALVE REPLACEMENTS (2013-2014)	13-14	\$1,550,000		\$1,550,000	\$0	\$0	\$0	\$0	\$0	\$1,550,000
301-637	ROAD WIDENNG-FOSTER CTY BLVD AT CHESS DRIVE-MP#7 (2013-2014, 2015-2016)	15-16	\$1,141,000	\$1,549,000	\$2,690,000	\$0	\$0	\$0	\$0	\$0	\$2,690,000
455-652	WASTEWATER TREATMENT PLANT MASTER PLAN IMPROVEMENTS (2015-2016)	15-16	\$143,164,430	\$11,129,789	\$154,294,219	\$8,225,263	\$1,877,312	\$0	\$0	\$0	\$164,396,794
301-655	PARK INFRASTRUCTURE IMPROVEMENTS- LEO RYAN PARK LAWN CONVERSION AND BOCCO COURTS (2015-2016)	15-16	\$925,000	\$0	\$925,000	\$0	\$0	\$0	\$0	\$0	\$925,000
327-657	LEVEE PROTECTION PLANNING AND IMPROVEMENTS PROJECT - Prior years were in 301-657 (2015-2016)	15-16	\$90,000,000	\$4,900,137	\$94,900,137	\$0	\$0	\$0	\$0	\$0	\$94,900,137
405-660	WATER TANK IMPROVEMENTS PROJECT (2016-2017)	16-17	\$5,700,000	\$100,000	\$5,800,000	\$0	\$0	\$0	\$0	\$0	\$5,800,000
301-677	LIBRARY EXTERIOR IMPROVEMENTS AND RE-LANDSCAPING (2017-2018)	17-18	\$120,000	\$0	\$120,000	\$0	\$0	\$200,000	\$0	\$0	\$320,000
301-678	RECREATION CENTER REBUILD PROJECT (2017-2018)	17-18	\$55,374,250	\$0	\$55,374,250	\$9,092,750	\$467,000	\$0	\$0	\$0	\$64,934,000
301-681	NEW TRAFFIC SIGNALS AT VARIOUS LOCATIONS (2018-2019)	18-19	\$4,238,970	\$0	\$4,238,970	\$0	\$0	\$0	\$0	\$0	\$4,238,970
301-682	PARK SYSTEM MASTER PLAN (fka: PARK SYSTEM IMPROVEMENTS) (2018-2019)	18-19	\$484,500	\$0	\$484,500	\$0	\$0	\$0	\$0	\$0	\$484,500
301-685	HVAC IMPROVEMENTS IN CITY BUILDINGS (2018-2019)	18-19	\$2,040,000		\$2,040,000	\$0	\$0	\$0	\$0	\$0	\$2,040,000
301-690	SEISMIC IMPROVEMENTS AT LAGOON PUMP STATION (2019-2020)	19-20	\$550,000		\$550,000	\$0	\$0	\$0	\$0	\$0	\$550,000
301-693	ROOF REPLACEMENT (2019-2020)	19-20	\$1,235,000	\$315,000	\$1,550,000	\$0	\$0	\$0	\$0	\$0	\$1,550,000
455-695	LIFT STATION 59 EFFLUENT LINE IMPROVEMENTS (FY 2020-2021)	20-21	\$1,800,000	\$0	\$1,800,000	\$0	\$0	\$0	\$0	\$0	\$1,800,000
455-696	SANITARY SEWER SYSTEM IMPROVEMENTS (2020-2021)	20-21	\$900,000	\$0	\$900,000	\$0	\$0	\$0	\$0	\$0	\$900,000
301-697	STREET REHABILITATION (FY 2020-2021)	20-21	\$1,560,000	\$0	\$1,560,000	\$0	\$0	\$0	\$0	\$0	\$1,560,000
301-698	TRAFFIC SIGNAL SYSTEM UPGRADES (2020-2021)	20-21	\$525,000	\$100,000	\$625,000	\$1,000,000	\$4,825,000	\$3,000,000	\$0	\$0	\$9,450,000
301-699	CORPORATION YARD WORKSHOPS EXTERIOR PAINT (2020-2021)	20-21	\$200,000	\$0	\$200,000	\$0	\$0	\$0	\$0	\$0	\$200,000
301-700	FUEL SYSTEMS IMPROVEMENTS (2021-2022)	21-22	\$3,077,946		\$3,077,946	\$922,054	\$0	\$0	\$0	\$0	\$4,000,000
301-702	PARK PATHWAY RESTORATION (2021-2022)	21-22	\$300,000		\$300,000	\$0	\$0	\$0	\$0	\$0	\$300,000
301-703	STREET REHABILITATION (2021-2022)	21-22	\$3,200,000		\$3,200,000	\$0	\$0	\$0	\$0	\$0	\$3,200,000
405-704	LARGE WATER METER REPLACEMENTS (fka: WATER TRANSMISSION AND DISTRIBUTION SYSTEMS IMPROVEMENTS)(2021-2022)	21-22	\$1,250,000		\$1,250,000	\$0	\$0	\$0	\$0	\$0	\$1,250,000
455-705	EMERGENCY GENERATOR REPLACEMENTS (2021-2022)	21-22	\$2,300,000		\$2,300,000	\$1,900,000	\$2,000,000	\$0	\$0	\$0	\$6,200,000
301-706	GOVERNMENT CENTER REHABILITATION (2022-2023)	22-23	\$200,000		\$200,000	\$0	\$0	\$0	\$0	\$0	\$200,000
301-707	INSTALL REAR SECURITY GATES (2022-2023)	22-23	\$500,000		\$500,000	\$0	\$0	\$0	\$0	\$0	\$500,000
301-708	RENOVATE ELEVATORS IN CITY BUILDINGS (2022-2023)	22-23	\$800,000		\$800,000	\$200,000	\$0	\$0	\$0	\$0	\$1,000,000
301-709	SEA CLOUD PARK S4 SYNTHETIC RESURFACING (2022-2023)	22-23	\$1,170,000		\$1,170,000	\$0	\$0	\$0	\$0	\$0	\$1,170,000

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TABLE D ACTIVE AND PROPOSED CIP'S THROUGH FY 2028-29											
ACTIVE PROJECT	DESCRIPTION	FY AUTH	PRIOR YRS BUDGET & ADJ	CURRENT YR BUDGET & ADJ (2023-24)	TOTAL APPROVED BUDGET & ADJ	2024-25	2025-26	2026-27	2027-28	2028-29	ESTIMATED TOTAL PROJECT BUDGET
455-710	SHELL BRIDGE SANITARY SEWER FORCE MAIN REHABILITATION (2022-2023)	22-23	\$500,000		\$500,000	\$500,000	\$0	\$0	\$0	\$0	\$1,000,000
301-711	POLICE STATION KITCHEN REMODEL (2023-2024)	23-24	\$0	\$130,000	\$130,000	\$0	\$0	\$0	\$0	\$0	\$130,000
301-712	EDGEWATER PARK SOFTBALL AND SOCCER SYNTHETIC RESURFACING (2023-2024)	23-24	\$0	\$900,000	\$900,000	\$350,000	\$0	\$0	\$0	\$0	\$1,250,000
301-713	LIGHT INSTALLATION AT BOOTHBAY PARK (2023-2024)	23-24	\$0	\$250,000	\$250,000	\$0	\$0	\$0	\$0	\$0	\$250,000
301-714	SEA CLOUD MAINTENANCE SHED (2023-2024)	23-24	\$0	\$300,000	\$300,000	\$0	\$0	\$2,000,000	\$0	\$0	\$2,300,000
301-715	SUBSTRUCTURE AND SUPERSTRUCTURE BRIDGE IMPROVEMENTS (2023-2024)	23-24	\$0	\$400,000	\$400,000	\$750,000	\$0	\$0	\$0	\$0	\$1,150,000
301-716	STREET REHABILITATION AND PARK PATHWAY RESTORATION (2023-2024)	23-24	\$0	\$2,478,247	\$2,478,247	\$0	\$0	\$0	\$0	\$0	\$2,478,247
301-717	ADD THIRD AND FOURTH LAGOON PUMP AND RELATED INFRASTRUCTURE (2023-2024)	23-24	\$0	\$2,000,000	\$2,000,000	\$0	\$2,000,000	\$0	\$0	\$0	\$4,000,000
301-718	LAGOON PUMP STATION BUILDING REHABILITATION (2023-2024)	23-24	\$0	\$200,000	\$200,000	\$470,000	\$4,950,000	\$4,300,000	\$0	\$0	\$9,920,000
455-719	SANITARY SEWER LIFT STATION IMPROVEMENTS - PHASE 6 (2023-2024)	23-24	\$0	\$600,000	\$600,000	\$0	\$7,900,000	\$1,000,000	\$0	\$0	\$9,500,000
NEW	CITY HALL EXTERIOR REHABILITATION (FY 2024-2025)	24-25	\$0	\$0	\$0	\$200,000	\$0	\$0	\$0	\$0	\$200,000
NEW	STREET REHABILITATION AND PARK PATHWAY RESTORATION (2024-2025)	24-25	\$0	\$0	\$0	\$1,800,000	\$0	\$0	\$0	\$0	\$1,800,000
NEW	LAGOON INTAKE STRUCTURE REHABILITATION (2024-2025)	24-25	\$0	\$0	\$0	\$30,000	\$50,000	\$700,000	\$0	\$0	\$780,000
NEW	WATER MAIN CONDITION ASSESSMENT (2024-2025)	24-25	\$0	\$0	\$0	\$250,000	\$0	\$0	\$0	\$0	\$250,000
NEW	PERMANENT EMERGENCY BYPASS TRANSMISSION MAIN ON E. THIRD AVE. (2025-2026)	25-26	\$0	\$0	\$0	\$0	\$300,000	\$700,000	\$0	\$0	\$1,000,000
NEW	SANITARY SEWER MANHOLE REPLACEMENTS (2025-2026)	25-26	\$0	\$0	\$0	\$0	\$500,000	\$2,000,000	\$0	\$0	\$2,500,000
NEW	DOG PARK INFRASTRUCTURE UPGRADE AND SYNTHETIC TURF REPLACEMENT (2025-2026)	25-26	\$0	\$0	\$0	\$0	\$500,000	\$0	\$0	\$0	\$500,000
NEW	TENNIS AND BASKETBALL COURTS RESURFACING (2025-2026)	25-26	\$0	\$0	\$0	\$0	\$320,000	\$0	\$0	\$0	\$320,000
NEW	BICYCLE AND PEDESTRIAN IMPROVEMENTS PROJECT (2025-2026)	25-26	\$0	\$0	\$0	\$0	\$75,000	\$250,000	\$0	\$0	\$325,000
NEW	STREET REHABILITATION AND PARK PATHWAY RESTORATION (2025-2026)	25-26	\$0	\$0	\$0	\$0	\$1,800,000	\$0	\$0	\$0	\$1,800,000
NEW	FIRE AND RESCUE BOAT RAMP REHABILITATION (2026-2027)	26-27	\$0	\$0	\$0	\$0	\$0	\$80,000	\$0	\$200,000	\$280,000
NEW	LARGE WATER VALVE REPLACEMENT (2026-2027)	26-27	\$0	\$0	\$0	\$0	\$0	\$1,000,000	\$500,000	\$0	\$1,500,000
NEW	CATAMARAN PARK IMPROVEMENTS (2026-2027)	26-27	\$0	\$0	\$0	\$0	\$0	\$550,000	\$0	\$0	\$550,000
NEW	CATAMARAN AND SEA CLOUD S3 SYNTHETIC RESURFACING (2026-2027)	26-27	\$0	\$0	\$0	\$0	\$0	\$1,800,000	\$0	\$0	\$1,800,000

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TABLE D ACTIVE AND PROPOSED CIP'S THROUGH FY 2028-29											
ACTIVE PROJECT	DESCRIPTION	FY AUTH	PRIOR YRS BUDGET & ADJ	CURRENT YR BUDGET & ADJ (2023-24)	TOTAL APPROVED BUDGET & ADJ	2024-25	2025-26	2026-27	2027-28	2028-29	ESTIMATED TOTAL PROJECT BUDGET
NEW	AMPHITHEATER SYNTHETIC TURF RESURFACING (2026-2027)	26-27	\$0	\$0	\$0	\$0	\$0	\$120,000	\$0	\$0	\$120,000
NEW	STREET REHABILITATION AND PARK PATHWAY RESTORATION (2026-2027)	26-27	\$0	\$0	\$0	\$0	\$0	\$1,800,000	\$0	\$0	\$1,800,000
NEW	COATING ON 24-INCH TRANSMISSION MAIN AT SEAL SLOUGH BRIDGE (2026-2027)	26-27	\$0	\$0	\$0	\$0	\$0	\$1,000,000	\$0	\$0	\$1,000,000
NEW	REPLACEMENT OF CATHODIC PROTECTION ANODE BEDS (2027-2028)	27-28	\$0	\$0	\$0	\$0	\$0	\$0	\$500,000	\$0	\$500,000
NEW	REPLACE CITY HALL AND FIRE STATION ROOF (2027-2028)	27-28	\$0	\$0	\$0	\$0	\$0	\$0	\$500,000	\$0	\$500,000
NEW	GULL PARK RENOVATION (2027-2028)	27-28	\$0	\$0	\$0	\$0	\$0	\$0	\$3,810,000	\$0	\$3,810,000
NEW	MARLIN PARK RENOVATION (2027-2028)	27-28	\$0	\$0	\$0	\$0	\$0	\$0	\$3,900,000	\$0	\$3,900,000
NEW	BOOTHBAY PARK SITE IMPROVEMENTS (2027-2028)	27-28	\$0	\$0	\$0	\$0	\$0	\$0	\$500,000	\$3,500,000	\$4,000,000
NEW	STREET REHABILITATION (2027-2028)	27-28	\$0	\$0	\$0	\$0	\$0	\$0	\$1,800,000	\$0	\$1,800,000
NEW	WATER FACILITIES SEISMIC VULNERABILITY ASSESSMENT (2027-2028)	27-28	\$0	\$0	\$0	\$0	\$0	\$0	\$125,000	\$0	\$125,000
NEW	TWO ENGINES AND PUMP REPLACEMENT AT WATER BOOSTER PUMP STATION (2027-2028)	27-28	\$0	\$0	\$0	\$0	\$0	\$0	\$375,000	\$600,000	\$975,000
NEW	OVERFLOW, REDUNDANCY, BYPASSING AND BACKUP POWER STUDY (2026-2027)	26-27	\$0	\$0	\$0	\$0	\$0	\$0	\$100,000	\$1,000,000	\$1,100,000
NEW	REPLACE COUNCIL CHAMBERS HVAC (2028-2029)	28-29	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$500,000	\$500,000
NEW	SANITARY SEWER LIFT STATIONS IMPROVEMENTS - PHASE 7 (2028-2029)	28-29	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,200,000	\$3,200,000
NEW	PORT ROYAL SYNTHETIC RESURFACING (2028-2029)	28-29	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$925,000	\$925,000
NEW	STREET REHABILITATION (2028-2029)	28-29	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,800,000	\$1,800,000
NEW	CHLORINE ANALYZERS AND AUTOFLUSHERS AT VARIOUS LOCATIONS (2028-2029)	28-29	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$700,000	\$700,000
NEW	PARKING LOT RESURFACING (2028-2029)	28-29	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$600,000	\$600,000
NEW	EAST HILLSDALE BOULEVARD LOOP (2028-2029)	28-29	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$138,000	\$138,000
	<b>TOTAL</b>		<b>\$333,226,636</b>	<b>\$25,925,802</b>	<b>\$359,152,438</b>	<b>\$25,690,067</b>	<b>\$27,564,312</b>	<b>\$20,500,000</b>	<b>\$12,110,000</b>	<b>\$13,163,000</b>	<b>\$458,179,817</b>

# CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

BD-01 (CIP 301-677)

## LIBRARY EXTERIOR IMPROVEMENTS AND RE-LANDSCAPING (2017-2018)

**Project Category:** C

**Project Description:**

This project will complete the Library building exterior improvements on the southwest side of the building. Staff has cured prior water intrusion issues by removing soil away from the northwest wall of the building. Half of the area has been re-landscaped in house by Parks staff into an attractive drought tolerant and water efficient habitat garden to attract pollinators such as butterflies and hummingbirds.

This project will provide for permanently removing the earth around the southwest wall of the library building, sealing the wall, installing wall drains and drainpipes, re-grading the earth around the exterior of the building, removing trees, and installing new landscaping and sidewalk on the north side of Civic Center Drive. The soil removal and landscaping will be performed in-house by staff. A consultant will develop project plans and specifications to seal the wall and install appropriate drainage from the building and incorporate the hardscape and landscape improvements.

The roots of the trees adjacent to the north wall of the library could contribute to water intrusion as well as eventual long-term damage to the building structure in the future. This CIP would provide funding to remove the trees.

Finally, this project will include improving the curb ramps at the Library/Community Center building to current Americans with Disability Act (ADA) standards.

**Estimated Project Schedule:**

Design: FY 2025-2026

Construction: FY 2026-2027

Funding Sources	2024-25	2025-26	2026-27	2027-28	2028-29	Total
Fund 301 - CIP - City	\$0	\$0	\$200,000	\$0	\$0	\$200,000
<b>Total Funding Sources</b>	<b>\$0</b>	<b>\$0</b>	<b>\$200,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$200,000</b>

Expenditures Categories	2024-25	2025-26	2026-27	2027-28	2028-29	Contingency	Total
Estimated Project Costs	\$0	\$0	\$171,600	\$0	\$0		
Inflation %	0 %	3 %	6 %	9 %	12 %	10.00 %	
Inflation Escalation	\$0	\$0	\$10,200	\$0	\$0		
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$181,800</b>	<b>\$0</b>	<b>\$0</b>	<b>\$18,200</b>	<b>\$200,000</b>

# CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

BD-02 (CIP 301-700)

## FUEL SYSTEMS IMPROVEMENTS (2021-2022)

### Project Category: A

#### Project Description:

The City has an unleaded fuel system and a diesel fuel system located in the Corporation Yard. The unleaded fuel system provides fuel for the vehicles and equipment of the City and Estero Municipal Improvement District (EMID). The diesel fuel system provides fuel to the vehicles, equipment, the lagoon pump engines, and the emergency generator for the Corporation Yard and Lift Station 59. The diesel fuel system also stores fuel for the emergency generators at EMID's 48 lift stations. Fuel is trucked to lift stations, as needed. These systems also provide fuel for other jurisdictions, such as the San Mateo Consolidated Fire Department, in emergency situations.

There are three existing fuel systems that are at the end of their useful life at the following locations:

1. Two – 10,000 gallon underground storage tanks (UGSTs), holding unleaded gas for City vehicles with two fuel dispensers located at the Corporation Yard near Lincoln Center Drive and installed in the early 1990's.
2. Two – 5,000 gallon above ground storage tanks (AGSTs) in a covered, concrete vault immediately adjacent to and west of the lagoon pump station building, which provide diesel fuel for vehicles and equipment via a single fuel dispenser and for the day tank inside the pump station, also installed in the early 1990's.
3. One 210-gallon day tank for diesel fuel, installed in the early 1960's, located inside the lagoon pump station building, which provides fuel to the lagoon pump engines and the Corporation Yard emergency generator and Lift Station 59.

Staff identified the need to replace the fuel systems due to safety, environmental, and regulatory compliance concerns. In addition, replacement parts for the dispensers are not readily available as the dispenser manufacturer is no longer in business, and the current Petro Vend fuel control software is no longer supported. Furthermore, SB 445 requires the permanent closure of single walled underground storage tanks by December 31, 2025.

The project scope includes (1) removal and replacement of the unleaded and diesel fuel systems and tanks; (2) replacement of all or part (dispensers, electrical, software) of the unleaded and diesel fuel systems; and (3) replacement of the 210 gallon day tank located in the lagoon pump house.

A contract was awarded to Tait Environmental Services, Inc. on February 11, 2021, in the amount of \$44,527 to perform an assessment of the City's fuel systems and provide replacement and rehabilitation alternatives, and address permitting and soil remediation. A technical memorandum outlining recommendations for improvements including construction cost estimates was prepared.

A subsequent contract was awarded to Tait Environmental Services, Inc. on May 1, 2023, for design services. Design and permitting are currently underway and expected to be completed in early Fall 2024 with construction to follow in 2025. Based on the current construction cost estimates, approximately \$922,000 is required to fully fund construction.

#### Estimated Project Schedule:

Design: FY 2023-24

Construction: FY 2024-2025

<b>Funding Sources</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>2028-29</b>		<b>Total</b>
Fund 301 - CIP - City	\$922,054	\$0	\$0	\$0	\$0	\$0	\$922,054
<b>Total Funding Sources</b>	<b>\$922,054</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$922,054</b>

<b>Expenditures Categories</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>2028-29</b>	<b>Contingency</b>	<b>Total</b>
Estimated Project Costs	\$801,800	\$0	\$0	\$0	\$0		
Inflation %	0 %	3 %	6 %	9 %	12 %	15.00 %	
Inflation Escalation	\$0	\$0	\$0	\$0	\$0		
<b>Total</b>	<b>\$801,800</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$120,254</b>	<b>\$922,054</b>

# CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

BD-03 (CIP 301-708)

## RENOVATE ELEVATORS IN CITY BUILDINGS (2022-2023)

**Project Category:** B

**Project Description:**

This project addresses replacing essential elevator components in elevators in City buildings. The components are beyond their useful life and are experiencing an increasing number of failures. The replacement parts for the existing elevator components are no longer produced; therefore, a more extensive renovation of the elevators is necessary, meaning that the existing components will be replaced with new and updated components.

The elevators to be addressed by this project are located in City Hall, the Fire Station, Community Center and Corporation Yard Administration Building.

**Estimated Project Schedule:**

Design: FY 2024-2025

Construction: FY 2024-2025

Funding Sources	2024-25	2025-26	2026-27	2027-28	2028-29	Total
Fund 301 - CIP - City	\$200,000	\$0	\$0	\$0	\$0	\$200,000
<b>Total Funding Sources</b>	<b>\$200,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$200,000</b>

Expenditures Categories	2024-25	2025-26	2026-27	2027-28	2028-29	Contingency	Total
Estimated Project Costs	\$173,900	\$0	\$0	\$0	\$0		
Inflation %	0 %	3 %	6 %	9 %	12 %	15.00 %	
Inflation Escalation	\$0	\$0	\$0	\$0	\$0		
<b>Total</b>	<b>\$173,900</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$26,100</b>	<b>\$200,000</b>

# CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

BD-04 (NEW CIP)

## REPLACE CITY HALL AND FIRE STATION ROOF (2027-2028)

**Project Category:** B

**Project Description:**

The City Hall and Fire Station roofs were installed when the Government Center Improvements Project was constructed in 2002. Staff has performed ongoing maintenance and repairs to address identified leaks and issues related to the roof. This project will address water infiltration that has occurred from the exterior into the City Hall and Fire Station building interiors that result from failure of joint sealant on the building exterior.

This project will seal exterior walls and refurbish the roof and walls for the Fire Station and City Hall. This project will not be replacing the metal portions of the roof which remain under warranty.

**Estimated Project Schedule:**

Design: FY 2027-2028

Construction: FY 2027-2028

Funding Sources	2024-25	2025-26	2026-27	2027-28	2028-29	Total
Fund 505 - Building Maintenance Fund	\$0	\$0	\$0	\$500,000	\$0	\$500,000
<b>Total Funding Sources</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$500,000</b>	<b>\$0</b>	<b>\$500,000</b>

Expenditures Categories	2024-25	2025-26	2026-27	2027-28	2028-29	Contingency	Total
Estimated Project Costs	\$0	\$0	\$0	\$398,900	\$0		
Inflation %	0 %	3 %	6 %	9 %	12 %	15.00 %	
Inflation Escalation	\$0	\$0	\$0	\$35,900	\$0		
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$434,800</b>	<b>\$0</b>	<b>\$65,200</b>	<b>\$500,000</b>



# CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

BD-05 (NEW CIP)

## REPLACE COUNCIL CHAMBERS HVAC (2028-2029)

**Project Category:** B

**Project Description:**

Due to the age and capacity of the Heating/Ventilation/Air Conditioning (HVAC) at the City Council Chambers, the existing system needs to be replaced and upgraded. The HVAC system is 20 years old and near the end of its useful life. Additionally, the maximum operation of the HVAC system is not sufficient to meet the needs of users when the Council Chambers are at full capacity. In particular, the cooling capacity of the system cannot accommodate a fully occupied Council Chambers, resulting in an overheated environment.

The project includes replacing and upgrading four (4) air conditioning condensers and verifying the condition of and replacing damaged or aged system parts such as boots and pans. A qualified professional will be engaged to perform an inspection of the facilities to establish the final scope of work prior to the preparation construction documents for bidding.

**Estimated Project Schedule:**

Design: FY 2028-2029

Construction: FY 2028-2029

Funding Sources	2024-25	2025-26	2026-27	2027-28	2028-29	Total
Fund 505 - Building Maintenance Fund	\$0	\$0	\$0	\$0	\$500,000	\$500,000
<b>Total Funding Sources</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$500,000</b>	<b>\$500,000</b>

Expenditures Categories	2024-25	2025-26	2026-27	2027-28	2028-29	Contingency	Total
Estimated Project Costs	\$0	\$0	\$0	\$0	\$388,300		
Inflation %	0 %	3 %	6 %	9 %	12 %	15.00 %	
Inflation Escalation	\$0	\$0	\$0	\$0	\$46,500		
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$434,800</b>	<b>\$65,200</b>	<b>\$500,000</b>

# CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

PK-01 (CIP 301-678)

## RECREATION CENTER REBUILD (2017-2018)

### Project Category: A

#### Project Description:

On January 23, 2019, the City Council by Minute Order No. 1585 accepted the Final Recreation Center Master Plan Conceptual Design Report. On January 31, 2022, the City Council received an update that included the results of a Community Survey to validate the Community Input that had been received in the extensive community engagement that was completed, pre-pandemic, in 2017. The City Council adopted Minute Order 1832, directing staff to 1) Accept the Recreation Center and Parks System Survey results, confirming staff has satisfied the City Council's interest in validating programming and usage assumptions; 2) Proceed with a "build-to-budget" option for the Recreation Center in an amount not-to-exceed \$55 million; and 3) Proceed with utilizing \$36 million from the Capital Asset Acquisition and Replacement Fund and \$19 million from the General Fund Reserves for the total not-to-exceed budget of \$55 million for rebuilding the Recreation Center.

At the City Council regular meeting on November 21, 2022, the City Council awarded an agreement with Group 4 Architecture, Research + Planning, Inc. ("Group 4") for professional design, bidding, and construction support services. The design phase began in January 2023 with the award of a construction management contract going to Griffin Structures. The construction management firm's early involvement to assist with constructability review of the design plans will help provide a seamless design to construction process.

At the regular City Council meeting on September 18, 2023, staff and Group 4 presented to City Council a full schematic design presentation which included an estimate of probable construction costs and a list of bid alternatives with cost information for City Council's consideration. The City Council accepted the schematic design budget estimate of \$63,356,000 for the Project and provided direction on additional project enhancements to be included resulting in an increase to construction estimate by \$2,172,000.

In addition, the City Council approved the temporary facilities and transition plan for the Project at the regular City Council meeting on November 6, 2023, resulting in an increase to the Project budget. When accounting for this increase, the increase to the construction budget estimate with the added Project enhancements, contingency and escalation factors, the current Project budget estimate is \$65,943,000.

Following the City Council meeting on September 18, 2023, which showed the schematic design, the City Council directed staff to return to an upcoming meeting to present funding options that would help address the additional funding that the Project would require to address the budget shortfall, which is \$10,568,750, the difference between the Project budget appropriation of \$55,374,250 and the current Project budget estimate of \$65,943,000.

At the regular City Council meeting on January 16, 2024, the City Council provided direction on various strategies to address the Project budget shortfall. These strategies include a mix of revenue opportunities such as grants and development impact fees, as well as elimination and re-prioritization of other capital projects to free up funds to address the funding gap. The City Council's action to eliminate the Bocce Court Expansion project from both the Project scope and budget reduced the Project budget by \$1,009,000 resulting in the current budget shortfall of \$9,559,750.

The funding sources outlined in the table below reflect the City Council actions at their regular meeting on January 16, 2024, as well as others identified by staff since the meeting.

1. Fund (301) includes funding from the Bocce Court Expansion Project (CIP 301-655) that resulted from the elimination of budget and scope from the Project, Gilead Grant Funding of \$500,000, and \$5,000,000 from the remaining Levee project funds which the City Council released and appropriated to the Project.

2. Transfer of \$1,861,400 from the Building Maintenance Fund (505) which were funds set aside for replacement of the current Recreation Center components such as the Roof, HVAC, Flooring and Paint.
3. Park Impact Fees totaling \$1,061,000 which include \$560,000 authorized and appropriated by the City Council from the Gilead building at 331 Lakeside Drive, and an additional \$467,000 anticipated in year two of the Project for 388 Vintage Park Drive.

The design is anticipated to be completed in the Spring of 2024. Construction is anticipated to begin in September 2024 and is estimated to take 22 months.

**Estimated Project Schedule:**

Design: FY 2022-2023 through FY2023-2024

Construction: FY 2024-2025 through FY2026-2027

<b>Funding Sources</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>2028-29</b>	<b>Total</b>
Fund 104 - Park-In-Lieu	\$745,000	\$0	\$0	\$0	\$0	\$745,000
Fund 142 - Impact - Parks Facilities	\$560,300	\$467,000	\$0	\$0	\$0	\$1,027,300
Fund 301 - CIP - City	\$5,926,050	\$0	\$0	\$0	\$0	\$5,926,050
Fund 505 - Building Maintenance Fund	\$1,861,400	\$0	\$0	\$0	\$0	\$1,861,400
<b>Total Funding Sources</b>	<b>\$9,092,750</b>	<b>\$467,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$9,559,750</b>

<b>Expenditures Categories</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>2028-29</b>	<b>Contingency</b>	<b>Total</b>
Estimated Project Costs	\$7,906,700	\$394,300	\$0	\$0	\$0		
Inflation %	0 %	3 %	6 %	9 %	12 %	15.00 %	
Inflation Escalation	\$0	\$11,800	\$0	\$0	\$0		
<b>Total</b>	<b>\$7,906,700</b>	<b>\$406,100</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,246,950</b>	<b>\$9,559,750</b>

# CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

PK-02 (CIP 301-712)

## EDGEWATER PARK SOFTBALL AND SOCCER SYNTHETIC RESURFACING (2023-2024)

**Project Category:** B

**Project Description:**

The synthetic turf surface at Edgewater Park Softball and Soccer Fields, installed in FY 2013-2014, is set for replacement in FY 2023-2024. The project involves replacing the existing field's synthetic turf surface and addressing the base material to eliminate depressions. Verde Landscape Design was selected for field design on October 23, 2023. The design is currently halfway complete, with an estimated cost of \$875,000.00 covering both design and construction phases. Construction is scheduled to begin in July of 2024.

**Estimated Project Schedule:**

Design: FY 2023-2024

Construction: FY 2024-2025

<b>Funding Sources</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>2028-29</b>	<b>Total</b>
Fund 301 - CIP - City	\$350,000	\$0	\$0	\$0	\$0	\$350,000
<b>Total Funding Sources</b>	<b>\$350,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$350,000</b>

<b>Expenditures Categories</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>2028-29</b>	<b>Contingency</b>	<b>Total</b>
Estimated Project Costs	\$318,200	\$0	\$0	\$0	\$0		
Inflation %	0 %	3 %	6 %	9 %	12 %	10.00 %	
Inflation Escalation	\$0	\$0	\$0	\$0	\$0		
<b>Total</b>	<b>\$318,200</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$31,800</b>	<b>\$350,000</b>

# CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

PK-03 (CIP 301-714)

## SEA CLOUD MAINTENANCE SHED (2023-2024)

**Project Category:** B

**Project Description:**

The current maintenance shed at Sea Cloud Park is nearing 40 years old and serves as the main maintenance facility for not only Sea Cloud Park but is also home to police communication equipment which is vital to public safety. The maintenance facility serves as primary storage of light and heavy park maintenance equipment, a staff work and break area, and storage space for sports user groups. Over the years the structure has had multiple roof repairs to address leaks and, despite multiple efforts to eradicate water damage, the building has suffered major dry rot and structural issues. The project scope will include the necessary improvements to help the facility meet current building codes. An initial structural assessment was performed as part of CIP 301-693 Roof Replacements at City Buildings Project.

There is \$300,000 already appropriated to this project for design. Based on Council's direction, staff is budgeting an appropriation from City CIP for construction anticipated in FY 2026-2027 based on existing priorities and staff resources.

**Estimated Project Schedule:**

Design: FY 2025-2026

Construction: FY 2026-2027

Funding Sources	2024-25	2025-26	2026-27	2027-28	2028-29	Total
Fund 301 - CIP - City		\$0	\$2,000,000	\$0	\$0	\$2,000,000
<b>Total Funding Sources</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,000,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,000,000</b>

Expenditures Categories	2024-25	2025-26	2026-27	2027-28	2028-29	Contingency	Total
Estimated Project Costs	\$0	\$0	\$1,640,700	\$0	\$0		
Inflation %	0 %	3 %	6 %	9 %	12 %	15.00 %	
Inflation Escalation	\$0	\$0	\$98,400	\$0	\$0		
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,739,100</b>	<b>\$0</b>	<b>\$0</b>	<b>\$260,900</b>	<b>\$2,000,000</b>

# CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

PK-04 (NEW CIP)

## CITY HALL EXTERIOR REHABILITATION (FY 2024-2025)

**Project Category:** C

**Project Description:**

Due to drought restrictions, the water features located at the front of City Hall have been inactive for several years. This project involves design and construction of City Hall exterior improvements, including removal of the water feature closest to the council chambers. In its place, a shade structure with seating elements will be installed. Simultaneously, the fountain near the clock tower will be repurposed, transforming into a large planting bed equipped with drip irrigation. The landscaping along Hillsdale Blvd will undergo a refresh, replacing existing ground covers and converting to point source irrigation. This project will adopt a hybrid procurement approach, involving a combination of both City and contracted staff.

**Estimated Project Schedule:**

Design: FY 2024-2025

Construction: FY 2024-2025

Funding Sources	2024-25	2025-26	2026-27	2027-28	2028-29	Total
Fund 301 - CIP - City	\$200,000	\$0	\$0	\$0	\$0	\$200,000
<b>Total Funding Sources</b>	<b>\$200,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$200,000</b>

Expenditures Categories	2024-25	2025-26	2026-27	2027-28	2028-29	Contingency	Total
Estimated Project Costs	\$173,900	\$0	\$0	\$0	\$0		
Inflation %	0 %	3 %	6 %	9 %	12 %	15.00 %	
Inflation Escalation	\$0	\$0	\$0	\$0	\$0		
<b>Total</b>	<b>\$173,900</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$26,100</b>	

# CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

PK-05 (NEW CIP)

## DOG PARK INFRASTRUCTURE UPGRADE AND SYNTHETIC TURF REPLACEMENT (2025-2026)

**Project Category:** B

**Project Description:**

The synthetic turf inside the dog park requires replacement every five to seven years due to the volume of high impact traffic it receives. This project consists of replacing approximately 10,000 square feet of existing synthetic turf and repairing the base material, as required, to eliminate depressions. Replacement of the underlying drainage system is required prior to replacement of the turf.

**Estimated Project Schedule:**

Design: FY 2025-2026

Construction: FY 2025-2026

Funding Sources	2024-25	2025-26	2026-27	2027-28	2028-29	Total
Fund 301 - CIP - City	\$0	\$500,000	\$0	\$0	\$0	\$500,000
<b>Total Funding Sources</b>	<b>\$0</b>	<b>\$500,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$500,000</b>

Expenditures Categories	2024-25	2025-26	2026-27	2027-28	2028-29	Contingency	Total
Estimated Project Costs	\$0	\$422,200	\$0	\$0	\$0		
Inflation %	0 %	3 %	6 %	9 %	12 %	15.00 %	
Inflation Escalation	\$0	\$12,600	\$0	\$0	\$0		
<b>Total</b>	<b>\$0</b>	<b>\$434,800</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$65,200</b>	<b>\$500,000</b>

# CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

PK-06 (NEW CIP)

## TENNIS AND BASKETBALL COURTS RESURFACING (2025-2026)

**Project Category:** C

**Project Description:**

Tennis and Basketball Court surfaces are typically resurfaced every five to seven years, based on an evaluation of the condition of each court, to ensure that they are safe to play on and aesthetically pleasing. The work will include asphalt section replacement, filling depressions, crack repair, acrylic resurfacing, acrylic color coat, and new line striping.

The following six (6) Tennis Courts and six (6) Basketball Courts were last resurfaced in FY 2017-2018 and are anticipated to need resurfacing in FY 2025-2026.

TENNIS COURTS:

- (4) Boothbay Park
- (2) Edgewater Park

BASKETBALL COURTS:

Full Courts:

- (1) Shad Park
- (1) Sunfish Park
- (1) Turnstone Park
- (1) Boothbay Park

Half Courts:

- (1) Port Royal Park
- (1) Ketch Park

**Estimated Project Schedule:**

Design: FY 2025-2026

Construction: FY 2025-2026

Funding Sources	2024-25	2025-26	2026-27	2027-28	2028-29	Total
Fund 301 - CIP - City	\$0	\$320,000	\$0	\$0	\$0	\$320,000
<b>Total Funding Sources</b>	<b>\$0</b>	<b>\$320,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$320,000</b>

Expenditures Categories	2024-25	2025-26	2026-27	2027-28	2028-29	Contingency	Total
Estimated Project Costs	\$0	\$282,500	\$0	\$0	\$0		
Inflation %	0 %	3 %	6 %	9 %	12 %	10.00 %	
Inflation Escalation	\$0	\$8,400	\$0	\$0	\$0		
<b>Total</b>	<b>\$0</b>	<b>\$290,900</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$29,100</b>	<b>\$320,000</b>



# CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

PK-07 (NEW CIP)

## CATAMARAN PARK IMPROVEMENTS (2026-2027)

**Project Category:** B

**Project Description:**

Catamaran Park features several high use public amenities including tennis courts, basketball courts, playground, a synthetic surface playing field and running track. This project would add improvements that would conserve water, promote good health, provide additional community gathering space and provide enhancements that would improve and expand current park usage. Enhancements would include the following:

- Removal of passive grass area near basketball courts and replace with synthetic turf and new fitness structure.
- New concrete pad to connect with existing pads allowing for additional picnic areas with four new shade structures to provide shade and cooler temperatures for users.

The project scope, schedule, and budget will be informed by the Parks Master Plan Study and ADA transition plan recommendations currently underway.

**Estimated Project Schedule:**

Design: FY 2026-2027

Construction: FY 2026-2027

Funding Sources	2024-25	2025-26	2026-27	2027-28	2028-29	Total
Fund 301 - CIP - City	\$0	\$0	\$550,000	\$0	\$0	\$550,000
<b>Total Funding Sources</b>	<b>\$0</b>	<b>\$0</b>	<b>\$550,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$550,000</b>

Expenditures Categories	2024-25	2025-26	2026-27	2027-28	2028-29	Contingency	Total
Estimated Project Costs	\$0	\$0	\$451,300	\$0	\$0		
Inflation %	0 %	3 %	6 %	9 %	12 %	15.00 %	
Inflation Escalation	\$0	\$0	\$27,000	\$0	\$0		
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$478,300</b>	<b>\$0</b>	<b>\$0</b>	<b>\$71,700</b>	<b>\$550,000</b>

# CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

PK-08 (NEW CIP)

## CATAMARAN AND SEA CLOUD S3 SYNTHETIC RESURFACING (2026-2027)

**Project Category:** B

**Project Description:**

The synthetic turf surfaces at Catamaran and Sea Cloud S3 were installed in FY 2016-2017 and are scheduled for replacement in FY 2026-2027. The project consists of replacing the existing synthetic turf field surfaces and repairing the base material, as required, to eliminate depressions.

**Estimated Project Schedule:**

Design: FY 2026-2027

Construction: FY 2026-2027

Funding Sources	2024-25	2025-26	2026-27	2027-28	2028-29	Total
Fund 301 - CIP - City	\$0	\$0	\$1,800,000	\$0	\$0	\$1,800,000
<b>Total Funding Sources</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,800,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,800,000</b>

Expenditures Categories	2024-25	2025-26	2026-27	2027-28	2028-29	Contingency	Total
Estimated Project Costs	\$0	\$0	\$1,543,800	\$0	\$0		
Inflation %	— %	3 %	6 %	9 %	12 %	10.00 %	
Inflation Escalation	\$0	\$0	\$92,600	\$0	\$0		
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,636,400</b>	<b>\$0</b>	<b>\$0</b>	<b>\$163,600</b>	<b>\$1,800,000</b>

# CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

PK-09 (NEW CIP)

## AMPHITHEATER SYNTHETIC TURF RESURFACING (2026-2027)

**Project Category:** C

**Project Description:**

The synthetic turf surfaces at the amphitheater located at Leo J. Ryan Park were installed in FY 2017-2018 and are scheduled for replacement in FY 2026-2027. The project consists of replacing the existing synthetic turf surfaces and repairing the base material, as required, to eliminate depressions.

**Estimated Project Schedule:**

Design: FY 2026-2027

Construction: FY 2026-2027

Funding Sources	2024-25	2025-26	2026-27	2027-28	2028-29	Total
Fund 301 - CIP - City	\$0	\$0	\$120,000	\$0	\$0	\$120,000
<b>Total Funding Sources</b>	<b>\$0</b>	<b>\$0</b>	<b>\$120,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$120,000</b>

Expenditures Categories	2024-25	2025-26	2026-27	2027-28	2028-29	Contingency	Total
Estimated Project Costs	\$0	\$0	\$103,000	\$0	\$0		
Inflation %	0 %	3 %	6 %	9 %	12 %	10.00 %	
Inflation Escalation	\$0	\$0	\$6,100	\$0	\$0		
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$109,100</b>	<b>\$0</b>	<b>\$0</b>	<b>\$10,900</b>	<b>\$120,000</b>

# CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

PK-10 (NEW CIP)

## GULL PARK RENOVATION (2027-2028)

**Project Category:** B

**Project Description:**

This project will enhance Gull Park's accessibility and amenities by implementing a comprehensive improvement plan, including the design and installation of new ADA-compliant playground areas. (Funds for the playground structure are available in the Equipment Replacement Fund.)

Planned project elements include upgrading the picnic area with a shade structure and barbecue, which will create comfortable gathering spaces that extend outdoor usability. Additionally, the project will incorporate a 2' - 3' concrete retaining wall to secure the sand in place and enhance safety and will elevate the park's visual appeal by enhancing landscaping with elements designed to discourage Canada Geese from frequenting the area.

The project scope, schedule, and budget will be informed by the Parks Master Plan Study and ADA transition plan recommendations currently underway.

**Estimated Project Schedule:**

Design: FY 2027-2028

Construction: FY 2027-2028

Funding Sources	2024-25	2025-26	2026-27	2027-28	2028-29	Total
Fund 301 - CIP - City	\$0	\$0	\$0	\$3,550,000	\$0	\$3,550,000
Fund 502 - Equipment Replacement Fund	\$0	\$0	\$0	\$260,000	\$0	\$260,000
<b>Total Funding Sources</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,810,000</b>	<b>\$0</b>	<b>\$3,810,000</b>

Expenditures Categories	2024-25	2025-26	2026-27	2027-28	2028-29	Contingency	Total
Estimated Project Costs	\$0	\$0	\$0	\$3,039,500	\$0		
Inflation %	0 %	3 %	6 %	9 %	12 %	15.00 %	
Inflation Escalation	\$0	\$0	\$0	\$273,500	\$0		
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,313,000</b>	<b>\$0</b>	<b>\$497,000</b>	<b>\$3,810,000</b>

# CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

PK-11 (NEW CIP)

## MARLIN PARK RENOVATION (2027-2028)

**Project Category:** B

**Project Description:**

This project will enhance Marlin Park's accessibility and amenities by implementing a comprehensive improvement plan, including the design and installation of new ADA-compliant playground areas. (Funds for the playground structures are available in the Equipment Replacement Fund.)

Planned project elements include upgrading the picnic area with a shade structure and barbecue which will create comfortable gathering spaces that extend outdoor usability. Additionally, the project will incorporate a 2' - 3' concrete retaining wall to secure the sand in place and enhance safety and will elevate the overall aesthetic by improving the landscaping and incorporating features to deter Canada Geese from inhabiting the park.

The project scope, schedule, and budget will be informed by the Parks Master Plan Study and ADA transition Plan recommendations currently underway.

**Estimated Project Schedule:**

Design: FY 2027-2028

Construction: FY 2027-2028

Funding Sources	2024-25	2025-26	2026-27	2027-28	2028-29	Total
Fund 301 - CIP - City	\$0	\$0	\$0	\$3,775,000	\$0	\$3,775,000
Fund 502 - Equipment Replacement Fund	\$0	\$0	\$0	\$125,000	\$0	\$125,000
<b>Total Funding Sources</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,900,000</b>	<b>\$0</b>	<b>\$3,900,000</b>

Expenditures Categories	2024-25	2025-26	2026-27	2027-28	2028-29	Contingency	Total
Estimated Project Costs	\$0	\$0	\$0	\$3,111,300	\$0		
Inflation %	0 %	3 %	6 %	9 %	12 %	15.00 %	
Inflation Escalation	\$0	\$0	\$0	\$280,000	\$0		
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,391,300</b>	<b>\$0</b>	<b>\$508,700</b>	<b>\$3,900,000</b>

# CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

PK-12 (NEW CIP)

## BOOTHBAY PARK SITE IMPROVEMENTS (2027-2028)

**Project Category:** B

**Project Description:**

Boothbay Park is a “destination” park that draws users for a wide variety of activities. This renovation project includes the installation of a “Family Playground” for users of all ages. It also provides for picnic site improvements, including the addition of 2-3 reservable picnic areas (to make a total of 3-4) that have covered seating, barbecue space, and open passive space. The renovation will elevate Boothbay Park as an inclusive, multi-generational, multi-cultural space for all users within the parks system.

The project scope, schedule, and budget will be informed by the Parks Master Plan Study and ADA transition plan recommendations currently underway.

**Estimated Project Schedule:**

Design: FY 2027-2028

Construction: FY 2028-2029

Funding Sources	2024-25	2025-26	2026-27	2027-28	2028-29	Total
Fund 104 - Park-In-Lieu	\$0	\$0	\$0	\$0	\$2,050,000	\$2,050,000
Fund 301 - CIP - City	\$0	\$0	\$0	\$500,000	\$1,340,000	\$1,840,000
Fund 502 - Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$110,000	\$110,000
<b>Total Funding Sources</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$500,000</b>	<b>\$3,500,000</b>	<b>\$4,000,000</b>

Expenditures Categories	2024-25	2025-26	2026-27	2027-28	2028-29	Contingency	Total
Estimated Project Costs	\$0	\$0	\$0	\$398,900	\$2,717,500		
Inflation %	0 %	3 %	6 %	9 %	12 %	15.00 %	
Inflation Escalation	\$0	\$0	\$0	\$35,900	\$326,000		
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$434,800</b>	<b>\$3,043,500</b>	<b>\$521,700</b>	<b>\$4,000,000</b>

# CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

PK-13 (NEW CIP)

## PARKING LOT RESURFACING (2028-2029)

**Project Category:** B

**Project Description:**

Resurfacing the City-owned parking lots should be done every five to seven years. Maintenance items that are necessary to keep the parking lots in good condition include: removal and replacement of failed and root-damaged asphalt, installation of root barrier, slurry seal, and line striping. This will add to the general surface life of the asphalt before major repairs or replacements are needed.

Locations Include:

1. Boat Park
2. Boothbay Park
3. Civic Center and South Drive
4. Library/Community Center
5. Police Station
6. Port Royal
7. Sea Cloud Park large lot
8. Sea Cloud Park small lot
9. Senior Center

**Estimated Project Schedule:**

Design: FY 2028-2029

Construction: FY 2028-2029

Funding Sources	2024-25	2025-26	2026-27	2027-28	2028-29	Total
Fund 301 - CIP - City	\$0	\$0	\$0	\$0	\$600,000	\$600,000
<b>Total Funding Sources</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$600,000</b>	<b>\$600,000</b>

Expenditures Categories	2024-25	2025-26	2026-27	2027-28	2028-29	Contingency	Total
Estimated Project Costs	\$0	\$0	\$0	\$0	\$487,100		
Inflation %	0 %	3 %	6 %	9 %	12 %	10.00 %	
Inflation Escalation	\$0	\$0	\$0	\$0	\$58,400		
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$545,500</b>	<b>\$54,500</b>	<b>\$600,000</b>

# CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

PK-14 (NEW CIP)

## PORT ROYAL SYNTHETIC RESURFACING (2028-2029)

**Project Category:** B

**Project Description:**

The synthetic turf surfaces at Port Royal Park were installed in FY 2018-2019 and are scheduled for replacement in FY 2028-2029. The project consists of replacing the existing synthetic turf field surfaces and repairing the base material, as required, to eliminate depressions.

**Estimated Project Schedule:**

Design: FY 2028-2029

Construction: FY 2028-2029

Funding Sources	2024-25	2025-26	2026-27	2027-28	2028-29	Total
Fund 301 - CIP - City	\$0	\$0	\$0	\$0	\$925,000	\$925,000
<b>Total Funding Sources</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$925,000</b>	<b>\$925,000</b>

Expenditures Categories	2024-25	2025-26	2026-27	2027-28	2028-29	Contingency	Total
Estimated Project Costs	\$0	\$0	\$0	\$0	\$750,900		
Inflation %	0 %	3 %	6 %	9 %	12 %	10.00 %	
Inflation Escalation	\$0	\$0	\$0	\$0	\$90,000		
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$840,900</b>	<b>\$84,100</b>	



# CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

ST-01 (CIP 301-698)

## TRAFFIC SIGNAL SYSTEM UPGRADES (2020-2021)

**Project Category:** A

**Project Description:**

The City's traffic signal system was evaluated as part of the Bicycle, Pedestrian, and Intersection Evaluation Study (CIP 301-664). This part of the study focused on inventory of the existing traffic signal infrastructure network and identified opportunities to improve efficiency through either equipment or operations enhancements. This project is built upon recommendations from CIP 301-664 and will include the following tasks for design and construction.

**1. Citywide Communications Upgrade**

The City's existing traffic signal communications network is in need of an upgrade to help modernize its infrastructure. The current system operates over twisted-copper pair cables using 9,600-baud modems. The communications upgrade will bring the City's network to current standards, which will allow more flexibility with traffic operations enhancements such as improving traffic flow along the East Hillsdale Boulevard, Foster City Boulevard, and Edgewater Boulevard corridors. Upgrade options may include wireless improvements, ethernet over copper upgrade with some cellular improvements, an upgrade to fiber optic cables to maximize broadband capabilities, or a hybrid approach.

**2. Traffic Signal Field Hardware Upgrade**

- Vehicle and Pedestrian Signal Heads Replacement
- Accessible Pedestrian Signals (APS) Replacement
- Traffic Signal Cabinets Upgrades or replacements and retrofits onto existing cabinet foundations
- Battery Back-up System Upgrades

**3. Traffic Signal Controllers Replacement**

The traffic signal controller is considered the "brain" of the signalized intersection and processes detection inputs from the field and sends out signals to turn on and off the traffic signal indications. These field units communicate with the Central Computer System located in the Public Works Engineering office. The City uses a modern controller from Trafficware but the field hardware is reaching the end of its useful life.

**4. Advanced Traffic Management System (ATMS) – Central Computer System Upgrade**

This component communicates to the traffic signal controllers and stores data for traffic signal timing development. A new system will provide an enhanced user interface.

Funding for the design and construction of the traffic signal system upgrades in this project will be provided by a combination of City CIP, Transportation Impact Fees, and state funds. Total funding in excess of \$8 million may be required to implement and fully fund the design and construction of the traffic signal system upgrades. Construction of the project is recommended to be scheduled on or after FY 2025-2026 to allow for cash reserves from non-General Fund funding sources to accumulate.

The City needs to consider how best to upgrade its network and potentially introduce enhancement of additional City services. Due to the complexity of the project, a technical memorandum will be prepared by a professional traffic engineering consultant that will compare the various upgrade alternatives and associated costs, provide recommendations for the preferred system based on the City's current and future needs, recommend a phasing plan for design and construction of the improvements, and prepare a schedule for implementation.

**Estimated Project Schedule:**

Technical Memorandum: FY 2024-2025

Design: FY 2024-2025 – FY2025-2026

Construction: FY 2025-2026 - FY 2026-2027

<b>Funding Sources</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>2028-29</b>	<b>Total</b>
Fund 119 - SB1	\$0	\$1,520,000	\$700,000	\$0	\$0	\$2,220,000
Fund 136 - Measure W	\$1,000,000	\$500,000	\$800,000	\$0	\$0	\$2,300,000
Fund 144 - Impact - Transportation	\$0	\$325,000	\$500,000	\$0	\$0	\$825,000
Fund 301 - CIP - City	\$0	\$2,000,000	\$1,000,000	\$0	\$0	\$3,000,000
Fund 502 - Equipment Replacement Fund	\$0	\$480,000	\$0	\$0	\$0	\$480,000
<b>Total Funding Sources</b>	<b>\$1,000,000</b>	<b>\$4,825,000</b>	<b>\$3,000,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$8,825,000</b>

<b>Expenditures Categories</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>2028-29</b>	<b>Contingency</b>	<b>Total</b>
Estimated Project Costs	\$869,600	\$4,073,500	\$2,461,100	\$0	\$0		
Inflation %	0 %	3 %	6 %	9 %	12 %	15.00 %	
Inflation Escalation	\$0	\$122,200	\$147,600	\$0	\$0		
<b>Total</b>	<b>\$869,600</b>	<b>\$4,195,700</b>	<b>\$2,608,700</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,151,000</b>	<b>\$8,825,000</b>

# CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

ST-02 (CIP 301-715)

## SUBSTRUCTURE AND SUPERSTRUCTURE BRIDGE IMPROVEMENTS (2023-2024)

**Project Category:** B

**Project Description:**

This project addresses deficiencies in Bicentennial, Foster City Boulevard, Rainbow, and Shell Boulevard Bridges. Caltrans performs inspections of the above water bridge elements every two years and the underwater elements every five years and reports its findings to the City. The project will address deficiencies identified in the Caltrans inspection documents and any deficiencies identified by a consultant engineering firm working directly for the City. As no addressable deficiencies have been identified in Caltrans underwater inspections, the project budget does not include funds to repair underwater bridge elements. Additional funding may be requested for the design and construction of underwater bridge improvements, if any are identified.

BKF Engineers was awarded a contract for design services in February 2024. The design will be performed in two phases. The initial phase entails conducting a thorough examination of previous Caltrans bridge inspection reports alongside current on-site inspections. This process will result in the development of a Basis of Design report delineating the elements requiring improvements. The second phase will consist of the development of construction documents, including bid and construction support services.

**Estimated Project Schedule:**

Design: FY 2023-2024

Construction: FY 2024-2025

Funding Sources	2024-25	2025-26	2026-27	2027-28	2028-29	Total
Fund 119 - SB1	\$750,000	\$0	\$0	\$0	\$0	\$750,000
<b>Total Funding Sources</b>	<b>\$750,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$750,000</b>

Expenditures Categories	2024-25	2025-26	2026-27	2027-28	2028-29	Contingency	Total
Estimated Project Costs	\$652,200	\$0	\$0	\$0	\$0		
Inflation %	0 %	3 %	6 %	9 %	12 %	15.00 %	
Inflation Escalation	\$0	\$0	\$0	\$0	\$0		
<b>Total</b>	<b>\$652,200</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$97,800</b>	<b>\$750,000</b>

# CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

ST-03 (NEW CIP)

## STREET REHABILITATION AND PARK PATHWAY RESTORATION (2024-2025)

**Project Category:** A

**Project Description:**

Ongoing maintenance of the public streets is essential. This project is intended to repair/resurface public streets. To implement this ongoing program in the most cost-effective manner, a Pavement Management Program (PMP) is used. The Metropolitan Transportation Commission's Pavement Management Technical Assistance Program (P-TAP) provides the City with various resources to better understand its pavement condition including the PMP. Through the P-TAP, pavement consultants are hired to inspect City streets and update the PMP database every two to three years. The streets selected for the next CIP project are determined primarily through the PMP program analysis. The program also helps determine the most cost-effective treatment to extend the life of the roadway. The normal repair methods include crack seal, slurry seal, dig-out repairs, and surface overlays. The project also includes curb and gutter replacement and sidewalk repairs on the streets that are being repaired. Bicycle improvements such as sharrows/symbols/legends will be incorporated in this project as appropriate. All improvements will be designed per the latest City and National Standards. This includes accessibility upgrades complying with the City's ADA Transition plan and all pavement work adhering to the requirements of the MRP3.0 (Municipal Regional Stormwater Permit) of the City's NPDES (National Pollutant Discharge Elimination System) Permit that took effect on July 1, 2023.

As part of P-TAP, the City also receives a budgetary need analysis report based on the most recent pavement inspections, treatment costs, and various budget scenarios. The ideal pavement strategy is to increase the network average Pavement Condition Index (PCI) from 79 to 83 and maintain it over a five-year period. Based on the 2021 report, the analysis of this strategy indicated a need for an amount of approximately \$1,500,000 budgeted annually for the next five years.

Federal and state transportation grant funding is used when available. Future multi-year funding is proposed to assure availability of local matching funds to maximize grant eligibilities. Funding for the local share of the project will be provided by Measure A, Measure M, Gas Tax, SB 1, and/or Measure W sources.

The design and construction of the project will include up to \$300,000 in park pathway restorations, which address needed repairs to asphalt pathways within various parks. Resurfacing park pathways on an ongoing basis keeps them in good repair, adds to the general surface life, enhances pedestrian safety, and prevents major repairs or replacements from becoming necessary. Maintenance activities that keep the paths in good condition include removing and replacing failed and root-damaged asphalt and installing root barrier, slurry seal, and, if needed, line striping. Funding for the pathways portion of the project will be provided from the General Fund.

**Estimated Project Schedule:**

Design: FY 2024-2025

Construction: FY 2024-2025

<b>Funding Sources</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>2028-29</b>	<b>Total</b>	
Fund 102 - Measure A	\$1,000,000	\$0	\$0	\$0	\$0	\$1,000,000	
Fund 103 - Gas Tax 2103	\$500,000	\$0	\$0	\$0	\$0	\$500,000	
Fund 301 - CIP - City	\$300,000	\$0	\$0	\$0	\$0	\$300,000	
<b>Total Funding Sources</b>	<b>\$1,800,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,800,000</b>	

<b>Expenditures Categories</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>2028-29</b>	<b>Contingency</b>	<b>Total</b>
Estimated Project Costs	\$1,636,400	\$0	\$0	\$0	\$0		
Inflation %	0 %	3 %	6 %	9 %	12 %	10.00 %	
Inflation Escalation	\$0	\$0	\$0	\$0	\$0		
<b>Total</b>	<b>\$1,636,400</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$163,600</b>	<b>\$1,800,000</b>

# CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

ST-04 (NEW CIP)

## BICYCLE AND PEDESTRIAN IMPROVEMENTS PROJECT (2025-2026)

**Project Category:** C

**Project Description:**

In January 2018, Fehr & Peers performed a Bicycle, Pedestrian, and Intersection Evaluation Study (CIP 301-664) to help the City evaluate and determine the current traffic and transportation facilities and potential for improvements. As part of the study, Fehr & Peers performed an assessment for the four public schools that existed in Foster City at the time, to identify improvements to provide more comfortable bicycle and walking routes to school. The report describes citywide travel behavior trends for school trips and then provides a site assessment for each of the schools, including cost estimates for suggested enhancements. Some of the report recommendations have already been implemented.

The Bicycle and Pedestrian Improvements Project analyzes the remaining enhancements identified for each of the four Foster City public schools to meet the City’s goals for pedestrian safety. The newly constructed Beach Park School would be included in the assessment. Some suggested enhancements include physical changes to the roadway, curb/gutter, or sidewalk, striping, and signage modifications. A consultant would review and analyze the assessment, perform field inspections, and perform additional traffic studies to develop project plans and specifications to implement the enhancements and the potential to implement complementary improvements such as green infrastructure (e.g., stormwater treatment within curb extensions).

Based upon the proposed project schedule, an RFP for assessment and design will be issued in 2025. Construction is anticipated in 2026.

**Estimated Project Schedule:**

Design: FY 2025-2026

Construction: FY 2026-2027

<b>Funding Sources</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>2028-29</b>	<b>Total</b>
Fund 105 - Measure M	\$0	\$75,000	\$250,000	\$0	\$0	\$325,000
<b>Total Funding Sources</b>	<b>\$0</b>	<b>\$75,000</b>	<b>\$250,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$325,000</b>

<b>Expenditures Categories</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>2028-29</b>	<b>Contingency</b>	<b>Total</b>
Estimated Project Costs	\$0	\$63,400	\$205,100	\$0	\$0		
Inflation %	0 %	3 %	6 %	9 %	12 %	15.00 %	
Inflation Escalation	\$0	\$1,800	\$12,300	\$0	\$0		
<b>Total</b>	<b>\$0</b>	<b>\$65,200</b>	<b>\$217,400</b>	<b>\$0</b>	<b>\$0</b>	<b>\$42,400</b>	<b>\$325,000</b>

# CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

ST-05 (NEW CIP)

## STREET REHABILITATION AND PARK PATHWAY RESTORATION (2025-2026)

**Project Category:** A

**Project Description:**

Ongoing maintenance of the public streets is essential. This project is intended to repair/resurface public streets. To implement this ongoing program in the most cost-effective manner, a Pavement Management Program (PMP) is used. The Metropolitan Transportation Commission’s Pavement Management Technical Assistance Program (P-TAP) provides the City with various resources to better understand its pavement condition including the PMP. Through the P-TAP, pavement consultants are hired to inspect City streets and update the PMP database every two to three years. The streets selected for the next CIP project are determined primarily through the PMP program analysis. The program also helps determine the most cost-effective treatment to extend the life of the roadway. The normal repair methods include crack seal, slurry seal, dig-out repairs, and surface overlays. The project also includes curb and gutter replacement and sidewalk repairs on the streets that are being repaired. Sharrow symbols/legends will be incorporated in this project as appropriate. All improvements will be designed per the latest City and National Standards. This includes accessibility upgrades complying with the City’s ADA Transition plan and all pavement work adhering to the requirements of the MRP3.0 (Municipal Regional Stormwater Permit) of the City’s NPDES (National Pollutant Discharge Elimination System) Permit that took effect on July 1, 2023.

As part of P-TAP, the City also receives a budgetary need analysis report based the most recent pavement inspections, treatment costs, and various budget scenarios. The ideal pavement strategy is to increase the network average Pavement Condition Index (PCI) from 79 to 83 and maintain it over a five-year period. Based on the 2021 report, the analysis of this strategy indicated a need for an amount of approximately \$1,500,000 budgeted annually for the next five years.

Federal and state transportation grant funding is used when available. Future multi-year funding is proposed to assure availability of local matching funds to maximize grant eligibilities. Funding for the local share of the project will be provided by Measure A, Measure M, Gas Tax, SB 1 and/or Measure W sources.

The design and construction of the project will include up to \$300,000 in park pathway restorations, which address needed repairs to asphalt pathways within various parks. Resurfacing park pathways on an on-going basis keeps them in good repair, adds to the general surface life, enhances pedestrian safety, and prevents major repairs or replacements from becoming necessary. Maintenance activities that keep the paths in good condition include removing and replacing failed and root-damaged asphalt and installing root barrier, slurry seal, and, if needed, line striping. Funding for the pathways portion of the project will be provided from the General Fund.

**Estimated Project Schedule:**

Design: FY 2025-2026

Construction: FY 2025-2026

Funding Sources	2024-25	2025-26	2026-27	2027-28	2028-29	Total
Fund 102 - Measure A	\$0	\$1,500,000	\$0	\$0	\$0	\$1,500,000
Fund 301 - CIP - City	\$0	\$300,000	\$0	\$0	\$0	\$300,000
<b>Total Funding Sources</b>	<b>\$0</b>	<b>\$1,800,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,800,000</b>

Expenditures Categories	2024-25	2025-26	2026-27	2027-28	2028-29	Contingency	Total
Estimated Project Costs	\$0	\$1,588,800	\$0	\$0	\$0		
Inflation %	0 %	3 %	6 %	9 %	12 %	10.00 %	
Inflation Escalation	\$0	\$47,600	\$0	\$0	\$0		
<b>Total</b>	<b>\$0</b>	<b>\$1,636,400</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$163,600</b>	<b>\$1,800,000</b>

# CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

ST-06 (NEW CIP)

## FIRE AND RESCUE BOAT RAMP REHABILITATION (2026-2027)

**Project Category:** B

**Project Description:**

The existing fire and rescue boat ramp provides access to the San Francisco Bay from the northeast tip of Mariner’s Point/north of Baywinds Park. The fire and rescue boat ramp is primarily used as a launching point for water rescue operations.

The purpose of the project is to relocate a new ramp at the northwest tip of Mariner’s Point to replace the existing ramp and improve accessibility for fire and rescue. The improvements will include temporary shoring, dewatering, demolition of the existing ramp, excavation and backfilling, and construction of various ramp improvements.

The boat ramp rehabilitation was originally included in the City’s Levee Improvement Project at Access Point #1, but was a scope item that had been added to the plans later in the design phase and was causing complications with the overall build. It was determined that the construction could potentially delay the delivery of the project as well as the re-opening of the Phase 3 portion of the Levee. As a result, this portion of the scope of work was removed from the levee project.

**Estimated Project Schedule:**

Permitting Requirements/Design: FY 2026-2027

Construction: FY 2028-2029

Funding Sources	2024-25	2025-26	2026-27	2027-28	2028-29	Total
Fund 301 - CIP - City	\$0	\$0	\$80,000	\$0	\$200,000	\$280,000
<b>Total Funding Sources</b>	<b>\$0</b>	<b>\$0</b>	<b>\$80,000</b>	<b>\$0</b>	<b>\$200,000</b>	<b>\$280,000</b>

Expenditures Categories	2024-25	2025-26	2026-27	2027-28	2028-29	Contingency	Total
Estimated Project Costs	\$0	\$0	\$65,700	\$0	\$155,300		
Inflation %	0 %	3 %	6 %	9 %	12 %	15.00 %	
Inflation Escalation	\$0	\$0	\$3,900	\$0	\$18,600		
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$69,600</b>	<b>\$0</b>	<b>\$173,900</b>	<b>\$36,500</b>	<b>\$280,000</b>



**CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN**  
**ST-07 (NEW CIP)**

**STREET REHABILITATION AND PARK PATHWAY RESTORATION (2026-2027)**

**Project Category:** A

**Project Description:**

Ongoing maintenance of the public streets is essential. This project is intended to repair/resurface public streets. To implement this ongoing program in the most cost-effective manner, a Pavement Management Program (PMP) is used. The Metropolitan Transportation Commission's Pavement Management Technical Assistance Program (P-TAP) provides the City with various resources to better understand its pavement condition including the PMP. Through the P-TAP, pavement consultants are hired to inspect City streets and update the PMP database every two to three years. The streets selected for the next CIP project are determined primarily through the PMP program analysis. The program also helps determine the most cost-effective treatment to extend the life of the roadway. The normal repair methods include crack seal, slurry seal, dig-out repairs, and surface overlays. The project also includes curb and gutter replacement and sidewalk repairs on the streets that are being repaired. Bicycle improvements such as sharrows/symbols/legends will be incorporated in this project as appropriate. All improvements will be designed per the latest City and National Standards. This includes accessibility upgrades complying with the City's ADA Transition plan and all pavement work adhering to the requirements of the MRP3.0 (Municipal Regional Stormwater Permit) of the City's NPDES (National Pollutant Discharge Elimination System) Permit that took effect on July 1, 2023.

As part of P-TAP, the City also receives a budgetary need analysis report based on the most recent pavement inspections, treatment costs, and various budget scenarios. The ideal pavement strategy is to increase the network average Pavement Condition Index (PCI) from 79 to 83 and maintain it over a five-year period. Based on the 2021 report, the analysis of this strategy indicated a need for an amount of approximately \$1,500,000 budgeted annually for the next five years.

Federal and state transportation grant funding is used when available. Future multi-year funding is proposed to assure availability of local matching funds to maximize grant eligibilities. Funding for the local share of the project will be provided by Measure A, Measure M, Gas Tax, SB 1 and/or Measure W sources.

The design and construction of the project will include up to \$300,000 in park pathway restorations, which address needed repairs to asphalt pathways within various parks. Resurfacing park pathways on an ongoing basis keeps them in good repair, adds to the general surface life, enhances pedestrian safety, and prevents major repairs or replacements from becoming necessary. Maintenance activities that keep the paths in good condition include removing and replacing failed and root-damaged asphalt and installing root barrier, slurry seal, and, if needed, line striping. Funding for the pathways portion of the project will be provided from the General Fund.

**Estimated Project Schedule:**

Design: FY 2026-2027

Construction: FY 2026-2027

<b>Funding Sources</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>2028-29</b>	<b>Total</b>	
Fund 102 - Measure A	\$0	\$0	\$1,000,000	\$0	\$0		\$1,000,000
Fund 119 - SB1	\$0	\$0	\$500,000	\$0	\$0		\$500,000
Fund 301 - CIP - City	\$0	\$0	\$300,000	\$0	\$0		\$300,000
<b>Total Funding Sources</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,800,000</b>	<b>\$0</b>	<b>\$0</b>		<b>\$1,800,000</b>

<b>Expenditures Categories</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>2028-29</b>	<b>Contingency</b>	<b>Total</b>
Estimated Project Costs	\$0	\$0	\$1,543,800	\$0	\$0		
Inflation %	0 %	3 %	6 %	9 %	12 %	10.00 %	
Inflation Escalation	\$0	\$0	\$92,600	\$0	\$0		
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,636,400</b>	<b>\$0</b>	<b>\$0</b>	<b>\$163,600</b>	<b>\$1,800,000</b>

# CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

ST-08 (NEW CIP)

## STREET REHABILITATION (2027-2028)

**Project Category:** A

**Project Description:**

Ongoing maintenance of the public streets is essential. This project is intended to repair/resurface public streets. To implement this ongoing program in the most cost-effective manner, a Pavement Management Program (PMP) is used. The Metropolitan Transportation Commission's Pavement Management Technical Assistance Program (P-TAP) provides the City with various resources to better understand its pavement condition including the PMP. Through the P-TAP, pavement consultants are hired to inspect City streets and update the PMP database every two to three years. The streets selected for the next CIP project are determined primarily through the PMP program analysis. The program also helps determine the most cost-effective treatment to extend the life of the roadway. The normal repair methods include crack seal, slurry seal, dig-out repairs, and surface overlays. The project also includes curb and gutter replacement and sidewalk repairs on the streets that are being repaired. Bicycle improvements such as sharrows/symbols/legends will be incorporated in this project as appropriate. All improvements will be designed per the latest City and National Standards. This includes accessibility upgrades complying with the City's ADA Transition plan and all pavement work adhering to the requirements of the MRP3.0 (Municipal Regional Stormwater Permit) of the City's NPDES (National Pollutant Discharge Elimination System) Permit that took effect on July 1, 2023.

As part of P-TAP, the City also receives a budgetary need analysis report based on the most recent pavement inspections, treatment costs, and various budget scenarios. The ideal pavement strategy is to increase the network average Pavement Condition Index (PCI) from 79 to 83 and maintain it over a five-year period. Based on the 2021 report, the analysis of this strategy indicated a need for an amount of approximately \$1,500,000 budgeted annually for the next five years.

Federal and state transportation grant funding is used when available. Future multi-year funding is proposed to assure availability of local matching funds to maximize grant eligibilities. Funding for the local share of the project will be provided by Measure A, Measure M, Gas Tax, SB 1 and/or Measure W sources.

**Estimated Project Schedule:**

Design: FY 2027-2028

Construction: FY 2027-2028

Funding Sources	2024-25	2025-26	2026-27	2027-28	2028-29	Total
Fund 102 - Measure A	\$0	\$0	\$0	\$900,000	\$0	\$900,000
Fund 119 - SB1	\$0	\$0	\$0	\$900,000	\$0	\$900,000
<b>Total Funding Sources</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,800,000</b>	<b>\$0</b>	<b>\$1,800,000</b>

Expenditures Categories	2024-25	2025-26	2026-27	2027-28	2028-29	Contingency	Total
Estimated Project Costs	\$0	\$0	\$0	\$1,501,300	\$0		
Inflation %	0 %	3 %	6 %	9 %	12 %	10.00 %	
Inflation Escalation	\$0	\$0	\$0	\$135,100	\$0		
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,636,400</b>	<b>\$0</b>	<b>\$163,600</b>	<b>\$1,800,000</b>

# CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

ST-09 (NEW CIP)

## STREET REHABILITATION (2028-2029)

**Project Category:** A

**Project Description:**

Ongoing maintenance of the public streets is essential. This project is intended to repair/resurface public streets. To implement this ongoing program in the most cost-effective manner, a Pavement Management Program (PMP) is used. The Metropolitan Transportation Commission's Pavement Management Technical Assistance Program (P-TAP) provides the City with various resources to better understand its pavement condition including the PMP. Through the P-TAP, pavement consultants are hired to inspect City streets and update the PMP database every two to three years. The streets selected for the next CIP project are determined primarily through the PMP program analysis. The program also helps determine the most cost-effective treatment to extend the life of the roadway. The normal repair methods include crack seal, slurry seal, dig-out repairs, and surface overlays. The project also includes curb and gutter replacement and sidewalk repairs on the streets that are being repaired. Bicycle improvements such as sharrows/symbols/legends will be incorporated in this project as appropriate. All improvements will be designed per the latest City and National Standards. This includes accessibility upgrades complying with the City's ADA Transition plan and all pavement work adhering to the requirements of the MRP3.0 (Municipal Regional Stormwater Permit) of the City's NPDES (National Pollutant Discharge Elimination System) Permit that took effect on July 1, 2023.

As part of P-TAP, the City also receives a budgetary need analysis report based the most recent pavement inspections, treatment costs, and various budget scenarios. The ideal pavement strategy is to increase the network average Pavement Condition Index (PCI) from 79 to 83 and maintain it over a five-year period. Based on the 2021 report, the analysis of this strategy indicated a need for an amount of approximately \$1,500,000 budgeted annually for the next five years.

Federal and state transportation grant funding is used when available. Future multi-year funding is proposed to assure availability of local matching funds to maximize grant eligibilities. Funding for the local share of the project will be provided by Measure A, Measure M, Gas Tax, SB 1 and/or Measure W sources.

**Estimated Project Schedule:**

Design: FY 2028-2029

Construction: FY 2028-2029

Funding Sources	2024-25	2025-26	2026-27	2027-28	2028-29	Total
Fund 102 - Measure A	\$0	\$0	\$0	\$0	\$900,000	\$900,000
Fund 119 - SB1	\$0	\$0	\$0	\$0	\$900,000	\$900,000
<b>Total Funding Sources</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,800,000</b>	<b>\$1,800,000</b>

Expenditures Categories	2024-25	2025-26	2026-27	2027-28	2028-29	Contingency	Total
Estimated Project Costs	\$0	\$0	\$0	\$0	\$1,461,100		
Inflation %	0 %	3 %	6 %	9 %	12 %	10.00 %	
Inflation Escalation	\$0	\$0	\$0	\$0	\$175,300		
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,636,400</b>	<b>\$163,600</b>	<b>\$1,800,000</b>

# CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

SW-01 (CIP 301-717)

## ADD THIRD AND FOURTH LAGOON PUMP AND RELATED INFRASTRUCTURE (2023-2024)

**Project Category: A**

**Project Description:**

This project provides for the removal of 2 non-functioning lagoon pump engines, impellers, shafts, and associated plumbing that were abandoned in place when the two current pumps were installed in 2001, so that a third and possibly fourth functioning lagoon pump may be installed.

Studies have shown that from 1974 to 2019 severe storms have become more frequent and grown in intensity due to climate change effects. When a significant storm event has occurred, there are short durations when both lagoon pumps have been in operation and the lagoon level has continued to rise. This issue is expected to be exacerbated with both sea level rise and increased severity of atmospheric rivers predicted with climate change. This project will add a third and possibly fourth pump to the existing lagoon pump station which will provide the City with the redundancy to reduce the risk of flooding should a failure occur to either of the two existing pumps during a severe storm and high tide condition. It will also retrofit all four bay's trash racks, two of which currently do not have any racks and two of which have a known deficiency of a 3-foot opening between the bottom of the trash rack and the base of the intake structure.

The two existing lagoon pumps were replaced in 2001 and are 20 years old. Although the useful life is approximately 35 years, if one were to fail, it could take several weeks to repair. In recent years, there have been incidents in which debris such as tires, etc. have caused a pump to fail. If this were to occur during a storm event, it would be catastrophic. Adding a third and fourth pump would allow for uninterrupted operation, redundancy, staggered replacement of the lagoon pumps, and provide maximum protection against the potential for flooding and property damage. More information and cost estimate updates are expected once preliminary engineering is finished.

**Estimated Project Schedule:**

Design: FY 2023-2024 through FY 2024-2025

Construction: FY 2024-2025 through FY 2025-2026

Funding Sources	2024-25	2025-26	2026-27	2027-28	2028-29	Total
Fund 301 - CIP - City	\$0	\$2,000,000	\$0	\$0	\$0	\$2,000,000
<b>Total Funding Sources</b>	<b>\$0</b>	<b>\$2,000,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,000,000</b>

Expenditures Categories	2024-25	2025-26	2026-27	2027-28	2028-29	Contingency	Total
Estimated Project Costs	\$0	\$1,688,500	\$0	\$0	\$0		
Inflation %	0 %	3 %	6 %	9 %	12 %	15.00 %	
Inflation Escalation	\$0	\$50,600	\$0	\$0	\$0		
<b>Total</b>	<b>\$0</b>	<b>\$1,739,100</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$260,900</b>	<b>\$2,000,000</b>

# CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

SW-02 (CIP 301-718)

## LAGOON PUMP STATION BUILDING REHABILITATION (2023-2024)

**Project Category: A**

**Project Description:**

This project will provide for above and below grade improvements to the lagoon pump station building at the City's Corporation Yard including but not limited to trash rack retrofits and any additional identified vulnerabilities that result from further structural evaluation.

The lagoon pump station located at the City/District's Corporation Yard, houses two (2) engines/pumps used to pump lagoon water into the bay to control the water level in the interior lagoon. It was constructed in the early 1960's and is one of the oldest City-owned buildings. Water flows through the culverts under the lagoon pump station building and is pumped into the Bay from the Lagoon Pump Station Building. Severe concrete spalling has been noted in some locations on the building which adversely affects the structural integrity of certain elements of the facility. In addition, numerous structural code changes have been adopted since the design of this building and, as such, bringing this critical building up to code and increasing its seismic resilience is recommended.

In a report prepared by Murray Smith, Inc. in May 2021, as part of CIP 301-690 Sesimic Improvements project, recommendations were made to perform an in-depth evaluation of the building to include additional structural evaluation of the lagoon pump station building and the below water structures based on current building code standards. The recommendation included further structural investigation and analysis of the lagoon walkway, channels, trash racks (previously replaced in 2010), and foundation, to determine potential structural deficiencies with the intent to replace.

This project will provide for a seismic analysis of the building including recommendations for structural improvements required to meet current standards and/or potential replacement of the building. Based on the analysis, a construction budget will be identified, and any additional funding requests will be brought back to the City Council.

Originally, work at the lagoon intake structure near Wheel House Lane was included in this project. After careful consideration, a separate CIP has been identified in this year's CIP (Lagoon Intake Structure Rehabilitation Project) to address deficiencies on its own timeline. A placeholder for funding for construction has been established in the CIP, which will be refined as the project scope is defined and cost estimates are developed based on needed improvements.

**Estimated Project Schedule:**

Technical Memorandum: FY 2023-2024

Funding Sources	2024-25	2025-26	2026-27	2027-28	2028-29	Total
Fund 301 - CIP - City	\$470,000	\$4,950,000	\$4,300,000	\$0	\$0	\$9,720,000
<b>Total Funding Sources</b>	<b>\$470,000</b>	<b>\$4,950,000</b>	<b>\$4,300,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$9,720,000</b>

Expenditures Categories	2024-25	2025-26	2026-27	2027-28	2028-29	Contingency	Total
Estimated Project Costs	\$408,700	\$4,179,000	\$3,527,500	\$0	\$0		
Inflation %	0 %	3 %	6 %	9 %	12 %	15.00 %	
Inflation Escalation	\$0	\$125,300	\$211,600	\$0	\$0		
<b>Total</b>	<b>\$408,700</b>	<b>\$4,304,300</b>	<b>\$3,739,100</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,267,900</b>	<b>\$9,720,000</b>

# CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

SW-03 (NEW CIP)

## LAGOON INTAKE STRUCTURE REHABILITATION (2024-2025)

**Project Category:** A

**Project Description:**

This project was originally scoped to be part of CIP 301-718 – Lagoon Pump Station Building Rehabilitation. However, removing this portion of the work into a discrete CIP will provide greater flexibility for project management, as the project location and timelines may differ.

The City’s lagoon system intakes water via three pipes and a system of gates on the southern end of the City near Wheel House Lane. The interior structure, built in the late 1960s, has some deficiencies that are in need of repair and require further investigation to better understand the extent of necessary repairs. The overall structure consists of an intake structure with three, 42-inch slide gates, three 42-inch reinforced concrete pipes that run from the bay to the lagoon under Sea Cloud park, and an outfall structure with three 42-inch flap gates. The flap gates have exceeded their useful life and are in need of replacement to ensure they work as designed. Concrete spalling has been noted on the outfall structure which needs to be investigated to see the extent of repairs needed.

Permits for this work are likely needed from both the Regional Water Quality Control Board (RWQCB) and the United States Army Corps of Engineers. (USACE). While these permits are not expected to place onerous restrictions on the project, they will take around 6 months to obtain and will restrict the working window for the project, which will impact project delivery time.

An investigative study is needed to fully scope the project and lay out any needed environmental and permit clearance. This will be followed by an engineering design and then construction of the needed rehabilitation.

**Estimated Project Schedule:**

Technical Memo: 2024-25

Design: FY 2025-26

Construction: FY 2026-2027

<b>Funding Sources</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>2028-29</b>	<b>Total</b>
Fund 301 - CIP - City	\$30,000	\$50,000	\$700,000	\$0	\$0	\$780,000
<b>Total Funding Sources</b>	<b>\$30,000</b>	<b>\$50,000</b>	<b>\$700,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$780,000</b>

<b>Expenditures Categories</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>2028-29</b>	<b>Contingency</b>	<b>Total</b>
Estimated Project Costs	\$26,100	\$42,300	\$574,300	\$0	\$0		
Inflation %	0 %	3 %	6 %	9 %	12 %	15.00 %	
Inflation Escalation	\$0	\$1,200	\$34,400	\$0	\$0		
<b>Total</b>	<b>\$26,100</b>	<b>\$43,500</b>	<b>\$608,700</b>	<b>\$0</b>	<b>\$0</b>	<b>\$101,700</b>	<b>\$780,000</b>

# CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

WA-01 (NEW CIP)

## WATER MAIN CONDITION ASSESSMENT (2024-2025)

**Project Category:** B

**Project Description:**

This project was originally scoped to be part of (CIP 405-704) Water Transmission and Distribution Systems Improvements Project. However, it was moved into its own CIP to provide greater flexibility for project management as the project timelines differ. This project is identified in the Water Distribution System Master Plan. The 24-inch cement mortar lined and coated steel transmission main is the District's sole source of water from SFPUC and was constructed in 1962. A condition assessment of the transmission main and other steel mains that comprise the backbone of the District's water system was performed by Corpro in 2005. Various internal surveys (video inspection and b-scan ultrasonic wall thickness) and external surveys (Corrscan coating, DCVG, close interval cathodic protection, and soil resistivity) were performed on representative samples of the District's steel mains. At the time, the District's steel mains were determined to be in very good condition. It is recommended that the District's transmission main undergo a new assessment within the 20 year period. Findings from the assessment would be the basis for identifying future waterline improvements for incorporation into the CIP.

**Estimated Project Timeline:**

Assessment: FY 2024-2025

Funding Sources	2024-25	2025-26	2026-27	2027-28	2028-29	Total
Fund 405 - CIP - Water	\$150,000		\$0	\$0	\$0	\$150,000
Fund 409 - Water Connection Fees	\$100,000	\$0	\$0	\$0	\$0	\$100,000
<b>Total Funding Sources</b>	<b>\$250,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$250,000</b>

Expenditures Categories	2024-25	2025-26	2026-27	2027-28	2028-29	Contingency	Total
Estimated Project Costs	\$217,400	\$0	\$0	\$0	\$0		
Inflation %	0 %	3 %	6 %	9 %	12 %	15.00 %	
Inflation Escalation	\$0	\$0	\$0	\$0	\$0		
<b>Total</b>	<b>\$217,400</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$32,600</b>	<b>\$250,000</b>

# CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

WA-02 (NEW CIP)

## PERMANENT EMERGENCY BYPASS TRANSMISSION MAIN ON E. THIRD AVE. (2025-2026)

**Project Category:** A

**Project Description:**

This project will improve water supply reliability and redundancy and minimize water service interruptions in a catastrophic seismic event. The District’s 24-inch water transmission main pipeline is the sole source of potable water for the City and is attached to the Seal Slough Bridge. Seal Slough Bridge was built in the 1930s and is used as a pedway only. The bridge is aging and could fail in the event of an earthquake and with it, the District would lose its primary water supply.

As part of CIP 405-636 Water System Improvements and Valve Replacements Project, two 12-inch emergency water bypass connections, with isolation valves and fittings, were constructed on the transmission main beyond the ends of the bridge to provide a means of restoring water service quickly in the event of bridge and pipeline failure. As part of the project, 1,250 feet of 12-inch temporary bypass piping was purchased and is being stored at the District’s Corporation Yard. This pipe can be assembled by staff quickly (within 1-2 days) in an emergency to restore flow until the transmission main can be repaired.

This project provides for the construction of a permanent bypass pipe to be attached to the adjacent bridge on East Third Avenue and joined at the second bypass connection that was constructed as part of CIP 405-636. Acquisition of environmental permits for construction over the slough and coordination with the City of San Mateo will be required. The permanent bypass pipe would provide a redundant water supply immediately and increase speed of response during an emergency.

**Estimated Project Schedule:**

Design: FY 2025-2026

Construction: FY 2026-2027

Funding Sources	2024-25	2025-26	2026-27	2027-28	2028-29	Total
Fund 405 - CIP - Water	\$0	\$300,000	\$700,000	\$0	\$0	\$1,000,000
<b>Total Funding Sources</b>	<b>\$0</b>	<b>\$300,000</b>	<b>\$700,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,000,000</b>

Expenditures Categories	2024-25	2025-26	2026-27	2027-28	2028-29	Contingency	Total
Estimated Project Costs	\$0	\$253,400	\$574,300	\$0	\$0		
Inflation %	0 %	3 %	6 %	9 %	12 %	15.00 %	
Inflation Escalation	\$0	\$7,500	\$34,400	\$0	\$0		
<b>Total</b>	<b>\$0</b>	<b>\$260,900</b>	<b>\$608,700</b>	<b>\$0</b>	<b>\$0</b>	<b>\$130,400</b>	<b>\$1,000,000</b>



# CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

WA-03 (NEW CIP)

## LARGE WATER VALVE REPLACEMENT (2026-2027)

**Project Category:** B

**Project Description:**

This project is part of the District’s ongoing program of maintaining and upgrading the water system through the installation of new valves, replacement of existing valves (8-inches and larger) and various improvements to the water system to improve reliability and minimize service impacts to customers.

Valves included on the replacement list are either leaking, no longer functioning properly, or have reached the end of their useful life. The valves are discovered primarily through testing during the water main / fire hydrant flushing program. Additional valves are added to the project by inspecting the system and identifying the need for additional isolation valves to provide more reliable service to customers.

This on-going program helps keep the water distribution system in good condition to allow the provision of reliable service to the community. The program may include strategic use of line-stop technologies to minimize water service interruptions to large blocks of customers during the construction period.

**Estimated Project Schedule:**

Design: FY 2026-2027

Construction: FY 2027-2028

<b>Funding Sources</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>2028-29</b>	<b>Total</b>
Fund 405 - CIP - Water	\$0	\$0	\$1,000,000	\$500,000	\$0	\$1,500,000
<b>Total Funding Sources</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,000,000</b>	<b>\$500,000</b>	<b>\$0</b>	<b>\$1,500,000</b>

<b>Expenditures Categories</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>2028-29</b>	<b>Contingency</b>	<b>Total</b>
Estimated Project Costs	\$0	\$0	\$820,400	\$398,900	\$0		
Inflation %	0 %	3 %	6 %	9 %	12 %	15.00 %	
Inflation Escalation	\$0	\$0	\$49,200	\$35,900	\$0		
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$869,600</b>	<b>\$434,800</b>	<b>\$0</b>	<b>\$195,600</b>	<b>\$1,500,000</b>

# CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

WA-04 (NEW CIP)

## COATING ON 24-INCH TRANSMISSION MAIN AT SEAL SLOUGH BRIDGE (2026-2027)

**Project Category:** B

**Project Description:**

This project will address the application of exterior coating on the 24-inch transmission main attached to the Seal Slough Bridge. An inspection of the pipeline will be performed, followed by preparation of a technical memorandum recommending removal and coating alternatives, and regulatory permitting requirements, including cost estimates for the pipe preparation and coating application. Design and construction will follow.

The Foster City/EMID 24-inch water transmission main is attached to and runs the length of the Seal Slough Bridge. This steel line is exposed to the elements of the bay. Through the years of exposure to sun and saltwater air along the bay shore, the original protective coating is showing signs of age and corrosion and the pipeline requires recoating to prolong its life. This transmission line runs over the San Francisco Bay and will require procurement of regulatory permits for work over the waterway.

**Estimated Project Schedule:**

Assessment and Design: 2026-2027

Construction: FY 2027-2028

Funding Sources	2024-25	2025-26	2026-27	2027-28	2028-29	Total
Fund 405 - CIP - Water	\$0	\$0	\$500,000	\$0	\$0	\$500,000
Fund 409 - Water Connection Fees	\$0	\$0	\$500,000	\$0	\$0	\$500,000
<b>Total Funding Sources</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,000,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,000,000</b>

Expenditures Categories	2024-25	2025-26	2026-27	2027-28	2028-29	Contingency	Total
Estimated Project Costs	\$0	\$0	\$820,400	\$0	\$0		
Inflation %	0 %	3 %	6 %	9 %	12 %	15.00 %	
Inflation Escalation	\$0	\$0	\$49,200	\$0	\$0		
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$869,600</b>	<b>\$0</b>	<b>\$0</b>	<b>\$130,400</b>	<b>\$1,000,000</b>

# CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

WA-05 (NEW CIP)

## REPLACEMENT OF CATHODIC PROTECTION ANODE BEDS (2027-2028)

**Project Category:** A

**Project Description:**

There are a total of six (6) Impressed Current Cathodic Protection (ICCP) systems installed to protect the District's steel transmission main and distribution mains from corrosion/rust. Further, there are three (3) ICCP systems installed to protect each of the District's three 4 million gallon steel water storage tanks. Each ICCP is comprised of a rectifier (controllable DC power supply), anode beds(s) and connections from the rectifier negative output terminal to the pipeline or structure being protected.

Continuing maintenance of the cathodic protection system is required to ensure sufficient protection is maintained on the structures in order to prevent external corrosion while maintaining the water system infrastructure. District staff takes readings of the rectifiers on a monthly basis, and annually tests the effectiveness of the existing cathodic protection system throughout the distribution system, replacing and adjusting the levels of the rectifiers as necessary. An assessment of the cathodic protection systems was performed in 2006 by Corrpro, and determined that there was approximately 20 years of useful life left in the existing anode beds studied.

This project will provide a condition survey of the anode beds associated with each impressed current cathodic protection system and make recommendations for replacement as needed. Based on the improvements required by the survey, a construction budget will be identified, and a funding request will be brought back to the City Council.

**Estimated Project Schedule:**

Design: FY 2027-2028

Construction/Installation: FY 2028-2029

Funding Sources	2024-25	2025-26	2026-27	2027-28	2028-29	Total
Fund 405 - CIP - Water	\$0	\$0	\$0	\$500,000	\$0	\$500,000
<b>Total Funding Sources</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$500,000</b>	<b>\$0</b>	<b>\$500,000</b>

Expenditures Categories	2024-25	2025-26	2026-27	2027-28	2028-29	Contingency	Total
Estimated Project Costs	\$0	\$0	\$0	\$500,000	\$0		
Inflation %	0 %	3 %	6 %	9 %	12 %	15 %	
Inflation Escalation	\$0	\$0	\$0	\$0	\$0		
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$500,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$500,000</b>

# CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

WA-06 (NEW CIP)

## WATER FACILITIES SEISMIC VULNERABILITY ASSESSMENT (2027-2028)

**Project Category:** A

**Project Description:**

This project will address improvements at the Water Booster Pump Station located at the District's Corporation Yard. The Water Booster Pump station houses four engines and pumps that are used to pump water from the District's four storage tanks into the distribution system during periods of peak demand and to cycle the water in the storage tanks.

A contract with G&E Engineering Systems, Inc. was executed in summer 2012 to perform a seismic vulnerability assessment of the pump station. The report was completed in September 2013. The report cited the following recommended improvements: reinforcement of the building opening at the roll-up doors to prevent deformation or drifts resulting from a seismic event that may prevent the door from opening and closing; securing of equipment within the building; and installation of flexible connections on the underground utilities entering the building to allow differential movement during earthquakes.

Plans and specifications were prepared as part of CIP 660 Water Tank Improvements Project to address the recommended repairs. These improvements are scheduled to start construction in February 2024.

In the Water Master Plan prepared by HydroScience in May 2021, it was recommended that the District perform a seismic vulnerability assessment of its critical infrastructure every 10-15 years to maintain compliance with current seismic code regulations.

This project will provide for an updated seismic analysis of the building including recommendations for structural improvements required to meet standards at the time of the analysis. Based on the analysis, a construction budget will be identified, and any additional funding requests will be brought back to the City Council.

**Estimated Project Schedule:**

Preliminary Design and inspection: FY 2027-2028

Funding Sources	2024-25	2025-26	2026-27	2027-28	2028-29	Total
Fund 405 - CIP - Water	\$0	\$0	\$0	\$125,000	\$0	\$125,000
<b>Total Funding Sources</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$125,000</b>	<b>\$0</b>	<b>\$125,000</b>

Expenditures Categories	2024-25	2025-26	2026-27	2027-28	2028-29	Contingency	Total
Estimated Project Costs	\$0	\$0	\$0	\$99,800	\$0		
Inflation %	0 %	3 %	6 %	9 %	12 %	15.00 %	
Inflation Escalation	\$0	\$0	\$0	\$8,900	\$0		
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$108,700</b>	<b>\$0</b>	<b>\$16,300</b>	<b>\$125,000</b>

# CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

WA-07 (NEW CIP)

## TWO ENGINES AND PUMP REPLACEMENT AT WATER BOOSTER PUMP STATION (2027-2028)

**Project Category:** A

**Project Description:**

The Water Booster Pump Station houses six (6) pumps. Currently, there are two (2) electric powered motor driven pumps (installed in 2005), two (2) natural gas (with propane backup) powered engine driven pumps, and two (2) diesel powered engine driven pumps. Two (2) of the natural gas-powered engines and pumps were installed in 2018 and are operational. However, the two (2)-diesel powered engine drive pumps are over 40 years old and past their useful life. Currently those two are not operational.

This project provides for the removal and replacement of the 2 non-functioning diesel powered engines/pumps with 2 new electric powered motor/pumps to provide maximum operational flexibility and additional redundancy. The project will also include Supervisory Control and Data Acquisition (SCADA) system upgrades to match the existing set up.

**Estimated Project Schedule:**

Design: FY 2027-2028

Construction/Installation: 2028-2029

Funding Sources	2024-25	2025-26	2026-27	2027-28	2028-29	Total
Fund 405 - CIP - Water	\$0	\$0	\$0	\$375,000	\$600,000	\$975,000
<b>Total Funding Sources</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$375,000</b>	<b>\$600,000</b>	<b>\$975,000</b>

Expenditures Categories	2024-25	2025-26	2026-27	2027-28	2028-29	Contingency	Total
Estimated Project Costs	\$0	\$0	\$0	\$299,200	\$465,900		
Inflation %	0 %	3 %	6 %	9 %	12 %	15.00 %	
Inflation Escalation	\$0	\$0	\$0	\$26,900	\$55,800		
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$326,100</b>	<b>\$521,700</b>	<b>\$127,200</b>	<b>\$975,000</b>

# CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

WA-08 (NEW CIP)

## CHLORINE ANALYZERS AND AUTOFLUSHERS AT VARIOUS LOCATIONS (2028-2029)

**Project Category:** A

**Project Description:**

This project will address implementing long-term technology solutions for the water quality issues that Foster City experiences in winter months. This project provides for the design and construction of chlorine analyzers and automatic flushers throughout Foster City.

EMID purchases water treated with a disinfectant agent (chloramine) from the SFPUC. Chloramine disinfection is more environmentally friendly than other disinfectant options, but presents operational challenges for distribution system operators. If chloramine is allowed to remain in the distribution system for a lengthy period, the disinfectant can degrade, reducing the chlorine residual, adversely affecting water quality.

Successful water conservation efforts over the past years have reduced water demand, and as a result, water is subject to “aging” in the distribution system. In the winter months, when irrigation use is down and water demands are low, staff has observed chlorine residuals falling to actionable levels, forcing staff to flush hydrants to stimulate water circulation to increase the disinfectant levels in the water system. In 2022, staff performed an experiment to determine if irrigating sports fields at the furthest reaches of the system would improve system-wide disinfection levels. In partnership with the Parks Department, irrigation of City parks in strategic areas of the water distribution system was increased. Initial results have shown that residuals have improved. More time is also needed to monitor and validate data following installation of mixers as part of (CIP 405-660) Water Tank Improvements project which is starting construction in February 2024.

This project will install automatic flushers and chlorine analyzers at various key locations throughout the City. The chlorine analyzers will measure the level of disinfectant (chlorine residual) in the water in areas where water aging has been observed. At a specified threshold, the analyzers will trigger the automatic flushers to flush water through the system until the chlorine residuals are back to a non-actionable level. The installation of chlorine analyzers and automatic flushers will save staff time in having to flush water mainlines manually, also saving the City funds in labor costs.

**Estimated Project Schedule:**

Design: FY 2027-2028

Funding Sources	2024-25	2025-26	2026-27	2027-28	2028-29	Total
Fund 405 - CIP - Water	\$0	\$0	\$0	\$0	\$700,000	\$700,000
<b>Total Funding Sources</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$700,000</b>	<b>\$700,000</b>

Expenditures Categories	2024-25	2025-26	2026-27	2027-28	2028-29	Contingency	Total
Estimated Project Costs	\$0	\$0	\$0	\$0	\$543,500		
Inflation %	0 %	3 %	6 %	9 %	12 %	15.00 %	
Inflation Escalation	\$0	\$0	\$0	\$0	\$65,200		
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$608,700</b>	<b>\$91,300</b>	<b>\$700,000</b>

# CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

WA-09 (NEW CIP)

## EAST HILLSDALE BOULEVARD LOOP (2028-2029)

**Project Category:** B

**Project Description:**

This project was originally scoped to be part of (CIP 405-704) Water Transmission and Distribution Systems Improvements Project. However, it was moved into its own CIP to provide greater flexibility for project management as the project timelines differ. It addresses completing a waterline loop along East Hillsdale Boulevard to connect two existing pipelines to facilitate the flow of water for both normal and emergency operations. The project is identified in the Water Distribution System Master Plan that was completed in 2020.

The work will consist of the installation of approximately 40 feet of 8-inch potable water PVC pipe by connecting an existing 8-inch ACP pipeline with an existing 8-inch PVC pipeline, to improve the available fire flows in the area.

The project supports the District's ongoing program to maintain and upgrade the water system to improve reliability and minimize service interruptions.

**Estimated Project Timeline:**

Design: FY 2028-2029

Construction: FY 2028-2029

<b>Funding Sources</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>2028-29</b>	<b>Total</b>
Fund 405 - CIP - Water	\$0	\$0	\$0	\$0	\$138,000	\$138,000
<b>Total Funding Sources</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$138,000</b>	<b>\$138,000</b>

<b>Expenditures Categories</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>2028-29</b>	<b>Contingency</b>	<b>Total</b>
Estimated Project Costs	\$0	\$0	\$0	\$0	\$107,200		
Inflation %	0 %	3 %	6 %	9 %	12 %	15.00 %	
Inflation Escalation	\$0	\$0	\$0	\$0	\$12,800		
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$120,000</b>	<b>\$18,000</b>	<b>\$138,000</b>

# CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

WW-01 (CIP 455-652)

## WASTEWATER TREATMENT PLANT MASTER PLAN IMPROVEMENTS (2015-2016)

**Project Category:** A

**Project Description:**

The Clean Water Program (CWP) includes capital improvements to the San Mateo Wastewater Treatment Plant (WWTP) and San Mateo's sanitary sewer collection system necessary to replace aging infrastructure and meet regulatory requirements.

In accordance with the percentages of ownership of the WWTP established in the JPA (as lead agency, San Mateo owns approximately 75 percent and EMID owns approximately 25 percent), EMID is only responsible for its proportionate share of the relevant work related to the Wastewater Treatment Plant Master Plan improvements. The estimated share of the WWTP costs for EMID is approximately \$164.4 million dollars. To date, \$154,294,218 has been encumbered for this multi-year project. Approximately, an additional \$10.1 million is anticipated over the next 3 years as shown in the funding table at the end of this Project Description.

Encumbered:	
FY 2015-2016	\$5,931,000
FY 2016-2017	\$10,984,000
FY 2017-2018	\$12,345,628
FY 2018-2019	\$8,680,985
FY 2019-2020	\$4,563,622
FY 2020-2021	\$8,315,581
FY 2021-2022	\$52,558,950
FY 2022-2023	\$39,784,663
FY 2023-2024	\$11,129,789
	<hr/>
	\$154,294,218

Anticipated:	
FY 2024-2025 through FY 2026-27	<u>\$10,102,575</u>

**Total Project Budget** **\$164,396,793**

In 2023 (year 9), the CWP continued to focus on the construction phase of the WWTP project to assist with full project delivery and execution of major improvement projects. Some notable accomplishments include the following:

WWTP Upgrade & Expansion Project

- Submitted the quarterly reports for Water Infrastructure Finance and Innovation Act (WIFIA) loan compliance.
- RHAA (Consultant) completed the final design for the WWTP interpretive signs.
- Relocation of PG&E utilities from Detroit Drive was completed.
- Continued revisions to the WWTP Final Parcel Map to comply with right of way dedications.

GMP-1 (Site Preparation, Electrical and Storm Drain System Improvements for GMP3)

- Continued project closeout.

GMP-2 (Foundations for GMP3)

- Continued project closeout

GMP-3 (Nutrient Removal and Wet Weather Flow Management Upgrade and Expansion)

- Completion of the installation of the Membrane Permeate (MP) line and the Secondary Effluent line (SE) in the East Corridor.



- Completion of formwork, rebar installations and concrete pours for the walls and decks in all of the process areas including Area 51 (headworks); Area 52 (Primary clarifies; Area 54 (Bio-Actiflo); Area 55 (BNR); Area 56 MBR; Area 64 (Odor Control); and Area 70 (Chemical Storage Area).
- Completion of the Administration Building including exterior framing, installation of roof, window and interior walls, utilities, exterior siding and installation of interior improvements.
- Continued the installation of electrical and mechanical equipment in Areas 51, 52, 53, 55, 56, 64, and 70.
- Continued the installation of the canopy and tanks in Area 70
- Continued the installation of exterior and interior improvements for the new Warehouse.
- Completed the improvements to the Sodium Hypochlorite System.
- Continued the installation of improvements to the Sodium Bisulfate System
- Continued the improvements to the Chlorine Contact Basins.
- Completed the leak testing and protective coating for all the Area 51 basins and channels.
- Installed the primary screens, grit chambers, and grit wash equipment in Area 51
- Began leak testing of the basins in Areas 52, 53, 55 and 56.
- Completed the installation of the fire protective loop in Detroit Drive.

#### Immediate Action Project Package 2 – Improvements to the solids processes

- Completed modifications to the new hopper.
- Worked with the contractor to implement recommendations to resolve the cake pump and hopper sensor issues.
- Immediate Action Project Package 3 – Improvements to the effluent pump station, site waste pump station, and sludge heating and recirculation pumping. Awarded the Construction Contract to Mountain Cascade in May 2023 (first 6 months of contract is procurement).
- Procured Townsend Management to provide Construction Management services.

#### Annual Major Components -

- Natural Gas Pipeline Replacement (6 & 23) (replace existing 3-inch gas line) - Completed the project in November 2022.
- Digester Transfer Pump Improvements: Construction award November 2023
- 3 Water Pumping and Ferric to Combined Sludge Improvements: 60% design submittal provided by Carollo.
- Other AMC Packages: Biosolids and Energy Management Plan; DAFT Corrosion Improvements; Digester 1 Improvements; Centrifuge and Centrifuge Feed Pump Replacement; Solids Handling Systems I&C Improvements

In 2024 (Year 10), the CWP will continue to focus on full project delivery and execution of major improvement projects. Key Year 10 program activities include the following:

- Program administration, program controls, economic management, document management, oversight of 3rd party construction management teams, environmental permitting support, and public outreach.
- Continue closeouts of WWTP Upgrade and Expansion Project (GMP 1 and GMP 2).
- Project management, construction management, and inspection for the following projects:
  - WWTP Upgrade and Expansion Project (GMP 3)
    - Immediate Action Project 2
    - Immediate Action Project 3
    - WWTP Annual Major Components Projects
- Continue project management for the Construction Manager at Risk (CMAR) (Sundt).
- Complete construction of the Administration Building and Warehouse
- Record WWTP final parcel map with the County
- Plant start-up
  - Complete the training of the WWTP staff on the new processes.
  - Complete the clean water loop testing and start-up of the new processes.
  - Seed the new processes of the WWTP.
- Begin construction of the on-site improvements including, landscaping, pavement and security fencing.
- Begin conversions of the existing Aeration basins to Flow Equalization Basins.

Start-up and commissioning of new treatment facilities is targeted to be complete by September 2024, followed by commissioning of the integrated WWTP in October 2024, and the retrofit of existing facilities (EQ Basin) October 2024 through March 2025.

Erler & Kalinowski, Inc. is providing technical support services for EMID. EMID Specific expenses, (such as EKI, and legal support) are included in the 10-year funding model and are being funded through the enterprise fund and not bond proceeds.

**Estimated Project Schedule:**

Design: Complete

Construction: Ongoing through FY 2024-2025

<b>Funding Sources</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>2028-29</b>	<b>Total</b>
Fund 455 - CIP - Wastewater	\$8,225,263	\$1,877,312	\$0	\$0	\$0	\$10,102,575
<b>Total Funding Sources</b>	<b>\$8,225,263</b>	<b>\$1,877,312</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$10,102,575</b>

<b>Expenditures Categories</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>2028-29</b>	<b>Contingency</b>	<b>Total</b>
Estimated Project Costs	\$8,225,263	\$1,877,312	\$0	\$0	\$0		
Inflation %	0 %	— %	6 %	9 %	12 %	— %	
Inflation Escalation	\$0	\$0	\$0	\$0	\$0		
<b>Total</b>	<b>\$8,225,263</b>	<b>\$1,877,312</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$10,102,575</b>

# CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

WW-02 (CIP 455-705)

## EMERGENCY GENERATOR REPLACEMENTS (2021-2022)

**Project Category:** A

**Project Description:**

The project addresses the replacement of certain emergency generators and automatic transfer switches that are located at 10 of the District’s wastewater lift stations and are at the end of their useful life. Emergency generators power lift stations when power from PG&E is interrupted or shut down. The automatic transfer switch senses when PG&E power is interrupted and causes the emergency generator to turn on.

The 48 lift stations, as parts of the EMID sanitary sewer collection system, pump and convey sewage to receiving manholes at higher elevations. Emergency generators are located at EMID’s 14 major lift stations. Without emergency generators, in the event of a power outage, lift stations could fill with sewage and possibly overflow.

This project addresses replacing the emergency generator and automatic transfer switch (ATS) at Lift Stations 10, 12, 14, 15, 16, 29, 43 and 59 and the emergency generator only at Lift Stations 22 and 26. \$885,000 in funding has been appropriated from the equipment replacement fund for this project.

In August 2022, the District Board approved a professional services agreement with Freyer & Laretta, Inc. (F&L), for the design of three critical and complex generator replacements at LS 22, 29, and 59. A basis of design report was prepared to evaluate generator sizing, pad sizing, and siting for the generators at these three lift stations, of which LS 29 requires additional work including relocation of the generator system from inside the Bank of America Building to within an easement on the property along Edgewater Blvd and permanent removal of underground fuel tank.. As part of the analysis, it was determined that the estimated lead time for the new generator systems and accompanying ATSs will be 42 to 60 weeks. To minimize project delays, a pre-purchase package for the generators was released for bid in March 2024 with an intended purchase agreement to be executed in April 2024. While the systems are on order, F&L will continue to complete the preparation of the construction documents. An amendment to the existing contract with F&L will be brought forward to the City Council to include the remaining 7 generators into the design documents with the intent to bid all ten generators together in the Winter 2025.

**Estimated Project Schedule:**

Design: FY 2023-2024 to FY 2024-2025

Construction: FY 2025-2026

Funding Sources	2024-25	2025-26	2026-27	2027-28	2028-29	Total
Fund 455 - CIP - Wastewater	\$1,900,000	\$2,000,000	\$0	\$0	\$0	\$3,900,000
<b>Total Funding Sources</b>	<b>\$1,900,000</b>	<b>\$2,000,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,900,000</b>

Expenditures Categories	2024-25	2025-26	2026-27	2027-28	2028-29	Contingency	Total
Estimated Project Costs	\$1,652,200	\$1,688,500	\$0	\$0	\$0		
Inflation %	— %	3 %	6 %	9 %	12 %	15.00 %	
Inflation Escalation	\$0	\$50,600	\$0	\$0	\$0		
<b>Total</b>	<b>\$1,652,200</b>	<b>\$1,739,100</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$508,700</b>	<b>\$3,900,000</b>

# CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

WW-03 (CIP 455-710)

## SHELL BRIDGE SANITARY SEWER FORCE MAIN REHABILITATION (2022-2023)

**Project Category:** A

**Project Description:**

This project will address the rehabilitation or replacement of the 16” cast iron force main attached to the Shell Bridge. In February 2021, repairs were completed on a 12-inch diameter hole located on the top side of the pipe, that was identified during a routine maintenance inspection. At the same time the air release valve located on the force main at the high point on the bridge was also replaced.

The force main was originally constructed in the 1960s. The force main is a critical facility which delivers over 500,000 gallons of sewage (approximately one fifth of the wastewater generated in the District) daily to the San Mateo Wastewater Treatment Plant. The localized failure of the pipe and air release valve is due to the corrosive environment of wastewater and repeated exposure to hydrogen sulfide gas. Other portions of this main may have similarly deteriorated and be vulnerable to failure.

The City has retained BKF Engineers to perform a preliminary assessment of the pipeline. In May 2023, thickness testing along the pipe span was performed, to evaluate its current condition and determine the feasibility of lining it to extend its service life. A draft TM has been prepared documenting the field investigation findings. A basis of design report will be prepared to evaluate rehabilitation and/or replacement alternatives, followed by design of the recommended repair option.

**Estimated Project Schedule:**

Pipeline Investigation: 2023-2024  
 Preliminary Design/Design: 2024-2025  
 Construction: 2024-2025

Funding Sources	2024-25	2025-26	2026-27	2027-28	2028-29	Total
Fund 455 - CIP - Wastewater	\$500,000	\$0	\$0	\$0	\$0	\$500,000
<b>Total Funding Sources</b>	<b>\$500,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$500,000</b>

Expenditures Categories	2024-25	2025-26	2026-27	2027-28	2028-29	Contingency	Total
Estimated Project Costs	\$434,800	\$0	\$0	\$0	\$0		
Inflation %	— %	3 %	6 %	9 %	12 %	15.00 %	
Inflation Escalation	\$0	\$0	\$0	\$0	\$0		
<b>Total</b>	<b>\$434,800</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$65,200</b>	<b>\$500,000</b>

# CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

WW-04 (CIP 455-719)

## SANITARY SEWER LIFT STATION IMPROVEMENTS - PHASE 6 (2023-2024)

**Project Category:** A

**Project Description:**

This project is part of a multi-phase program started in 2000 to rehabilitate EMID's sanitary sewer lift stations. The lift station improvement projects take place every four to five years.

Lift stations pump wastewater from the low points in the collection system to manholes at higher elevations. The lift station improvement projects include preventative maintenance and upgrades to improve the reliability, durability, and sustainability of the lift stations. Phase 6 projects address deficiencies at Lift Stations 6, 9, 11, 13, 22, 29, 42 and 43. Lift station improvements generally include repairing the interior wet wells; replacing critical components, and electrical improvements including installation of additional systems to remotely monitor and control the lift stations. Design is anticipated to begin in FY25-26 to allow staff to address other priority projects first.

**Estimated Project Schedule:**

Design: FY 2025-2026

Construction: FY 2026-2027

Funding Sources	2024-25	2025-26	2026-27	2027-28	2028-29	Total
Fund 455 - CIP - Wastewater	\$0	\$7,900,000	\$1,000,000	\$0	\$0	\$8,900,000
<b>Total Funding Sources</b>	<b>\$0</b>	<b>\$7,900,000</b>	<b>\$1,000,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$8,900,000</b>

Expenditures Categories	2024-25	2025-26	2026-27	2027-28	2028-29	Contingency	Total
Estimated Project Costs	\$0	\$6,669,600	\$820,400	\$0	\$0		
Inflation %	— %	3 %	6 %	9 %	12 %	15.00 %	
Inflation Escalation	\$0	\$200,000	\$49,200	\$0	\$0		
<b>Total</b>	<b>\$0</b>	<b>\$6,869,600</b>	<b>\$869,600</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,160,800</b>	<b>\$8,900,000</b>

# CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

WW-05 (NEW CIP)

## SANITARY SEWER MANHOLE REPLACEMENTS (2025-2026)

**Project Category:** A

**Project Description:**

The project is a continuation of the District's on-going program to repair and replace elements of the sanitary sewer collection system to extend the useful life of the system. The project is comprised of replacing 16 manholes identified in the Wastewater Collection System Master Plan and by staff as a part of routine maintenance.

Replacement of manholes is typically required due to: (1) the settlement of manholes which adversely affects the connecting pipes and sewage flows; (2) the deterioration of the manhole due to the corrosive gas produced by sewage; and/or (3) the scouring of receiving manholes at the end of a force main, due to the velocity of wastewater pumped from the lift station via the force main pipeline.

These manholes operate as force main collectors, receiving wastewater flow from various lift stations. During the condition assessment performed as part of the Wastewater Master Plan, Manholes 29-07, 18-01, 16-17, 14-02, 22-18, 22-19, 37-11, 29-31, 10-01, and 12-02 were witnessed to operate under turbulent conditions during force main discharge cycles. Additionally, staff has identified six (6) manholes located on trunk lines on East Hillsdale Boulevard, a major boulevard, and within busy intersections, adding complexity to their inspection and replacement: 29-08, 29-09, 29-10, 29-11, 29-12, and 29-13. Replacement of these manholes and the intercepting piping will enhance station reliability and public safety.

**Estimated Project Schedule:**

Design: FY 2025-2026

Construction: FY 2026-2027

Funding Sources	2024-25	2025-26	2026-27	2027-28	2028-29	Total
Fund 455 - CIP - Wastewater	\$0	\$500,000	\$2,000,000	\$0	\$0	\$2,500,000
<b>Total Funding Sources</b>	<b>\$0</b>	<b>\$500,000</b>	<b>\$2,000,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,500,000</b>

Expenditures Categories	2024-25	2025-26	2026-27	2027-28	2028-29	Contingency	Total
Estimated Project Costs	\$0	\$422,200	\$1,640,700	\$0	\$0		
Inflation %	— %	3 %	6 %	9 %	12 %	15.00 %	
Inflation Escalation	\$0	\$12,600	\$98,400	\$0	\$0		
<b>Total</b>	<b>\$0</b>	<b>\$434,800</b>	<b>\$1,739,100</b>	<b>\$0</b>	<b>\$0</b>	<b>\$326,100</b>	<b>\$2,500,000</b>

# CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

WW-06 (NEW CIP)

## OVERFLOW, REDUNDANCY, BYPASSING AND BACKUP POWER STUDY (2026-2027)

**Project Category:** B

**Project Description:**

Most EMID lift stations were constructed between the mid-1960s and the mid-1970s. The criticality of each existing lift station varies depending upon its relative position within the network, the expected flow rate of influent sewage, and the station’s existing structural and mechanical capacities. Various lift stations throughout the City are equipped with gravity overflow facilities or emergency generators to establish collection system redundancy and to prevent sanitary sewer overflows.

This project will provide for a complete system analysis to determine areas within the District’s collection system that are currently unprotected or minimally protected by existing overflow, redundancy, bypassing, and backup power features as identified in the Wastewater Collection System Master Plan completed in 2020. This analysis will take into consideration existing gravity overflow piping systems; permanent and portable emergency generators and connections and whether generator fuel capacity meets the minimum 12-hour run time requirement; and bypassing connections to identify collection system vulnerabilities in the event of a power outage and under wet-weather conditions.

This analysis will drive the prioritization of further redundancy measures and develop a cost/benefit analysis of those improvements. A placeholder for construction has been included. Based on the analysis, a construction budget will be refined and any additional funding required for construction will be brought back to the District Board.

**Estimated Project Schedule:**

Study: FY 2027-2028

Design/Construction: TBD

Funding Sources	2024-25	2025-26	2026-27	2027-28	2028-29	Total
Fund 455 - CIP - Wastewater	\$0	\$0	\$0	\$100,000	\$1,000,000	\$1,100,000
<b>Total Funding Sources</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$100,000</b>	<b>\$1,000,000</b>	<b>\$1,100,000</b>

Expenditures Categories	2024-25	2025-26	2026-27	2027-28	2028-29	Contingency	Total
Estimated Project Costs	\$0	\$0	\$0	\$79,900	\$776,500		
Inflation %	— %	3 %	6 %	9 %	12 %	15.00 %	
Inflation Escalation	\$0	\$0	\$0	\$7,100	\$93,100		
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$87,000</b>	<b>\$869,600</b>	<b>\$143,400</b>	<b>\$1,100,000</b>

# CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

WW-07 (NEW CIP)

## SANITARY SEWER LIFT STATIONS IMPROVEMENTS - PHASE 7 (2028-2029)

**Project Category:** A

**Project Description:**

The project is part of a multi-phase program started in 2000 to rehabilitate EMID's sanitary sewer lift stations. The lift station improvement projects take place every four to five years.

The projects include preventative maintenance and upgrades to improve the reliability, durability, and sustainability of the lift stations. Lift stations in the District pump wastewater from the low points in the collection system to manholes at higher elevations.

The Phase 7 project addresses deficiencies at Lift Stations 36, 37, 38, and 39. The replacement of these lift stations will effectively remove the low capacity, capsule style, Gorman-Rupp dry deck lift stations which are mechanically unique and difficult to maintain for District maintenance staff. Removal of these outdated fiberglass dry deck stations will complete the conversion of all District lift stations to rail extraction, submersible pump style lift stations. Finalization of this conversion will establish uniformity across the District and ease the maintenance complexity for District staff. The project is expected to be a comprehensive replacement of all lift station features except the precast wet well, which will be equipped with a new traffic rated access hatch and concrete top.

**Estimated Project Schedule:**

Design: FY 2028-2029

Construction: FY 2029-2030

Funding Sources	2024-25	2025-26	2026-27	2027-28	2028-29	Total
Fund 455 - CIP - Wastewater	\$0	\$0	\$0	\$0	\$3,200,000	\$3,200,000
<b>Total Funding Sources</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,200,000</b>	<b>\$3,200,000</b>

Expenditures Categories	2024-25	2025-26	2026-27	2027-28	2028-29	Contingency	Total
Estimated Project Costs	\$0	\$0	\$0	\$0	\$2,484,500		
Inflation %	— %	3 %	6 %	9 %	12 %	15.00 %	
Inflation Escalation	\$0	\$0	\$0	\$0	\$298,100		
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,782,600</b>	<b>\$417,400</b>	<b>\$3,200,000</b>