

RESOLUTION NO. 01-16

**A RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF LOS ALTOS
ADOPTING THE SERVICE AND FINANCIAL PLAN AND CAPITAL
IMPROVEMENT PROGRAM FOR FISCAL YEARS 2001-2002 AND 2002-2003**

WHEREAS, it has been determined that the adoption of a two-year service and financial plan is an effective and prudent management tool;

NOW, THEREFORE, BE IT HEREBY RESOLVED that:

1. The City Council adopts the Service and Financial Plan and the proposed amendments for fiscal year 2001-2002 and 2002-2003 as submitted; and
2. The City Council adopts those capital improvement projects listed as being undertaken in 2001-2002 and 2002-2003 in the Capital Improvement Program as the Capital Improvement Program for those respective fiscal years; and
3. Said Plan and Program will be otherwise known as the City's "Budget" for the respective fiscal years; and
4. City programs, services, and activities will be provided and maintained within the confines of this Budget and be consistent with adopted Financial Policies.
5. Funds are deemed appropriated for those purposes and in amounts contained in said Budget and the City Manager is authorized to approve expenditures and transfers of these funds to the extent allowed by law and Financial Policies. In addition to transfers included in this Budget, any fund balance in excess of \$300,000 (Three Hundred Thousand Dollars) remaining in the general fund at the end of each fiscal year shall be transferred to the Capital Projects Fund.
6. Encumbrances and capital improvement projects that have not been completed at the end of each fiscal year shall be reappropriated in the next fiscal year.

I HEREBY CERTIFY that the foregoing is a true and correct copy of a Resolution passed and adopted by the City Council of the City of Los Altos at a meeting thereof on the 26^h day of June, 2001, by the following roll call vote:

AYES: Councilmembers Becker, Casto, La Poll and Moss

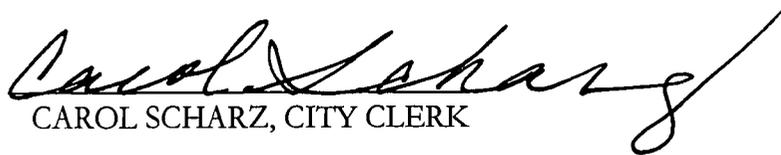
NOES: Mayor Lear

ABSENT: None



KING LEAR, MAYOR

Attest:


CAROL SCHARZ, CITY CLERK

General Purpose and Capital Program Summary

(amounts in \$1,000)

	97-98	98-99	99-00	2000-01	2001-02	2002-03
	Actual	Actual	Actual	Budget	Budget	Budget
<u>OPERATIONS and OPERATING RESERVES</u>						
General Purpose Revenue	15,203	15,402	17,384	17,647	19,053	20,046
Operating Expenditures/ Appropriations:	(12,831)	(13,183)	(13,789)	(16,067)	(17,883)	(18,606)
Operating Surplus/(Deficit)	2,372	2,219	3,595	1,580	1,170	1,440
Less Utility Users Tax	(769)	(1,176)	(1,176)	(1,203)	(1,170)	(1,334)
Less Contributions to:						
Operating Reserve	(5)	(33)	(137)	(173)	0	(16)
Emergency Reserve	0	(11)	(118)	(46)	0	(90)
Equipment Reserve	0	0	(598)	0	0	0
Capital Program	(70)	(866)	(71)	0	0	0
Sub total	1,528	133	1,495	158	0	(0)
Prior Year Fund Balance	492	2,020	3,229	365	300	300
Adjust to Estimate		1,076	(4,359)	(223)	0	0
Balance	2,020	3,229	365	300	300	300

CAPITAL MAINTENANCE, PROJECTS, and COMMUNITY IMPROVEMENTS

Capital Revenue	460	200	1,029	1,252	2,454	3,000
Carryover & Transfers (all funds)					1,180	1,199
Plus AB702	186	58	0	0	0	0
Plus Utility Users Tax	769	1,176	1,176	1,203	1,170	1,334
Contract Reserve/CIP Reset	180	0	0	0	0	0
From General Fund/Other	70	866	71	0	0	0
Capital Appropriations	(1,578)	(629)	(3,124)	(5,312)	(8,054)	(5,642)
Capital Programs						
Surplus/(Deficit)	87	1,671	(848)	(2,857)	(3,250)	(109)
Less Contributions to:						
Community Improvement						
Reserve/Fund	(5)	(223)	(5)	(5)	(5)	(5)
Prior Year Fund Balance	403	485	2,046	5,552	8,483	5,228
Adjust to Estimate		113	4,359	5,793	0	0
Balance	485	2,046	5,552	8,483	5,228	5,114

REVENUES SUMMARY

	1998-99 <u>Actual</u>	1999-00 <u>Actual</u>	2000-01 <u>Actual</u>	2001-02 <u>Budget</u>	2002-03 <u>Budget</u>
<u>GENERAL PURPOSE REVENUES</u>					
Property Tax	4,363,126	4,800,572	5,341,863	5,894,741	6,123,215
Sales Tax	2,524,620	2,802,765	3,125,442	2,800,000	2,898,000
Fire District Contract	0	0	0	0	0
Utility Users Tax	1,469,515	1,469,850	1,825,109	1,611,122	1,667,521
Motor Vehicle in Lieu	1,249,781	1,391,758	1,504,217	1,435,825	1,486,079
Recreation Fees	1,064,526	1,284,833	1,360,790	1,474,065	1,518,287
Interest Income	945,032	968,766	1,236,949	788,800	812,464
Comm. Develop. Fees/Permits	1,253,106	1,517,470	1,787,006	1,440,611	1,491,032
Franchise Fees	837,298	899,416	909,915	922,000	935,237
Transient Occupancy Tax	2,801	208	0	154,921	493,854
Enterprise Admin. Fees	492,500	505,000	519,000	532,000	545,400
Business License Tax	315,810	323,505	290,975	330,563	338,827
Rental Income	263,251	261,900	261,676	266,500	267,000
Documentary Transfer Tax	286,479	465,475	436,326	400,000	414,000
Police Service Fees	178,635	184,826	161,671	195,231	205,784
Gas Tax (general)	148,000	152,000	156,000	160,000	164,000
All Other	589,296	1,040,878	1,477,755	646,302	685,265
TOTAL GENERAL	<u>15,983,776</u>	<u>18,069,222</u>	<u>20,394,693</u>	<u>19,052,680</u>	<u>20,045,965</u>
<u>CAPITAL PROGRAM REVENUES</u>					
Gas Tax (capital)	396,404	387,488	383,488	410,450	417,750
In Lieu Parkland Fees	82,800	3,600	25,200	18,000	18,000
Grants	62,000	226,000	0	1,750,000	862,600
Interest Income	2,371	2,000	2,200	1,500	1,500
Other	0	0	0	75,000	1,700,000
County Measure A/B Funds	0	589,103	589,103	0	0
State Funding	0	0	0	200,000	0
TEA-21 Program Funds	0	210,000	253,205	0	0
TOTAL CAPITAL	<u>543,575</u>	<u>1,418,191</u>	<u>1,253,196</u>	<u>2,454,950</u>	<u>2,999,850</u>
TOTAL GENERAL PURPOSE & CAPITAL REVENUES	<u>16,527,351</u>	<u>19,487,413</u>	<u>21,647,889</u>	<u>21,507,630</u>	<u>23,045,815</u>

REVENUE SUMMARY
(amounts in \$1,000)

	<u>1998-99</u> <u>Actual</u>	<u>1999-00</u> <u>Actual</u>	<u>2000-01</u> <u>Actual</u>	<u>2001-02</u> <u>Budget</u>	<u>2002-03</u> <u>Budget</u>
<u>ENTERPRISE FUNDS</u>					
SEWER					
Sewer Service Fees	2,442,701	2,379,925	2,333,740	2,375,000	2,374,000
Connection Fees	4,859	4,596	39,140	66,000	66,500
All Other	65,613	72,238	204,657	0	0
TOTAL SEWER	<u>2,513,173</u>	<u>2,456,759</u>	<u>2,577,537</u>	<u>2,441,000</u>	<u>2,440,500</u>
SOLID WASTE					
Solid Waste Admin/Disposal	901,831	979,747	1,072,659	990,000	990,000
Surcharges	48,156	48,156	44,143	95,000	98,000
Landfill Tax	40,821	27,772	19,023	25,000	25,000
Recycling Revenue	31,257	13,714	30,315	30,000	30,000
TOTAL SOLID WASTE	<u>1,022,065</u>	<u>1,069,389</u>	<u>1,166,139</u>	<u>1,140,000</u>	<u>1,143,000</u>
TOTAL ENTERPRISE FUNDS	<u>3,535,238</u>	<u>3,526,148</u>	<u>3,743,676</u>	<u>3,581,000</u>	<u>3,583,500</u>
GRAND TOTAL	<u>20,062,589</u>	<u>23,013,561</u>	<u>25,391,565</u>	<u>25,088,630</u>	<u>26,629,315</u>

EXPENDITURE SUMMARY

	1998-99 Budget	1999-00 Budget	2000-01 Budget	2001-02 Budget	2002-2003 Budget
<u>PUBLIC SAFETY</u>					
Police Services	3,903,442	3,746,801	4,706,467	4,994,118	5,164,024
Police Traffic Safety	0	208,691	99,412	203,200	217,077
Fire Suppression/Prevention/EMS	2,457,932	2,795,220	2,657,806	2,829,465	2,942,293
Communications	576,423	615,052	723,158	857,779	890,441
Subtotal	6,937,797	7,365,764	8,186,843	8,884,562	9,213,835
<u>PUBLIC WORKS</u>					
Maintenance Supervision/Mngmnt	308,416	328,499	287,896	419,317	413,925
Streets	301,802	283,226	385,638	498,467	727,272
Traffic Control	158,814	176,196	213,766	262,229	269,464
Parks & Street Landscaping	902,062	1,050,780	1,244,987	1,386,958	1,380,179
Facility Maintenance	297,026	319,589	368,215	493,893	509,121
Subtotal	1,968,120	2,158,290	2,500,502	3,060,864	3,299,961
<u>RECREATION</u>					
Recreation	1,276,261	1,374,252	1,491,561	1,754,128	1,828,795
Senior Programs	27,921	27,045	44,801	59,213	60,989
Subtotal	1,304,182	1,401,297	1,536,362	1,813,341	1,889,784
<u>COMMUNITY DEVELOPMENT</u>					
Planning & Building	920,093	1,011,513	1,172,709	1,227,364	1,270,177
Engineering	474,040	559,483	653,761	794,781	822,767
Economic Development	1,474	17,117	48,671	46,454	48,080
Subtotal	1,395,607	1,588,113	1,875,141	2,068,599	2,141,024
<u>INTERNAL/COMMUNITY SERVICES</u>					
City Council	99,754	130,711	123,053	184,007	158,394
City Management	274,393	286,821	331,717	406,928	421,725
City Attorney	71,783	118,630	105,655	101,094	105,156
Administration/Financial Mngmnt	632,586	664,452	799,443	976,798	1,001,959
Central Services	47,626	71,179	95,317	74,836	77,677
Cable Television	117,482	60,395	151,578	102,688	80,769
Volunteer Program	13,808	18,135	25,182	35,530	36,773
General Appropriations	284,005	192,740	237,898	174,077	179,845
Subtotal	1,541,437	1,543,062	1,869,843	2,055,957	2,062,298
TOTAL-Operating Cost	13,147,143	14,056,527	15,968,691	17,883,323	18,606,902

EXPENDITURE SUMMARY

	1998-99 <u>Budget</u>	1999-00 <u>Budget</u>	2000-01 <u>Budget</u>	2001-02 <u>Budget</u>	2002-2003 <u>Budget</u>
<u>CAPITAL IMPROVEMENT PROGRAM</u>					
Maintenance	1,113,000	3,093,900	1,891,000		
Improvements	1,233,000	1,143,900	3,407,629		
Project Costs				8,054,440	5,642,700
Research & Development	37,000	13,000	14,000		
Non Project Costs					
Congestion Management				19,300	25,700
Debt Service				314,400	315,700
Capital Project Admin				98,000	98,000
Transfer to Facility Repl. Reserve				405,000	405,000
Transfer to Com Impr. Reserve				5,000	5,000
Interest Loss-Land Purchase	<u>115,000</u>	<u>17,000</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL-Capital Program	<u><u>2,498,000</u></u>	<u><u>4,267,800</u></u>	<u><u>5,312,629</u></u>	<u><u>8,896,140</u></u>	<u><u>6,492,100</u></u>
<u>ENTERPRISE FUNDS</u>					
Sewer & Storm Drain Services	2,352,874	2,355,169	2,563,033	2,692,601	2,792,343
Solid Waste Collection Management	<u>1,112,344</u>	<u>717,090</u>	<u>1,184,089</u>	<u>1,275,350</u>	<u>1,413,860</u>
TOTAL-Enterprise Funds	<u><u>3,465,218</u></u>	<u><u>3,072,259</u></u>	<u><u>3,747,122</u></u>	<u><u>3,967,951</u></u>	<u><u>4,206,203</u></u>
TOTAL EXPENDITURES	<u><u><u>19,110,360</u></u></u>	<u><u><u>21,396,585</u></u></u>	<u><u><u>25,028,442</u></u></u>	<u><u><u>30,747,415</u></u></u>	<u><u><u>29,305,206</u></u></u>
Expenditures	18,472,055	20,519,953	24,066,810	29,784,175	28,330,606
Transfers to:					
Equipment Replacement	271,305	496,632	556,632	558,240	569,600
Facility Replacement	367,000	380,000	405,000	405,000	405,000
TOTAL EXPENDITURES	<u><u><u>19,110,360</u></u></u>	<u><u><u>21,396,585</u></u></u>	<u><u><u>25,028,442</u></u></u>	<u><u><u>30,747,415</u></u></u>	<u><u><u>29,305,206</u></u></u>

**FISCAL YEAR 2001-2002
CAPITAL IMPROVEMENT PROGRAM**

02-01	Annual ADA Accessible Ramps	\$64,000
02-02	Annual Concrete Repair	\$55,000
02-03	Annual Street Name Sign Replacement	\$50,000
02-04	Annual Street Resurfacing	\$800,000
02-05	Annual Traffic Calming	\$150,000
02-06	Biennial Street Slurry Seal	\$245,000
02-07	Biennial Sewer Main Video Inspection	\$61,200
02-08	Auto Shop Equipment Replacement	\$42,000
02-09	ADA Parking Study in Downtown Parking Plaza	\$55,000
02-10	Berry Avenue Safe Route to School Grant	\$495,000
02-11	Construction Document Archiving	\$100,000
02-12	El Monte/Cuesta Traffic Improvements	\$42,240
02-13	Egan Gymnasium Construction	\$3,000,000
02-14	Hetch-Hetchy Pathway Feasibility Study	\$20,000
02-15	Hillview Community Center Fire Alarm	\$40,000
02-16	Hillview Community Center Space Study	\$75,000
02-17	Intersection Traffic Control Improvements	\$200,000
02-18	Library Book Drop Off Building Additions and Parking Lot Modifications	\$32,000
02-19	MSC Truck Washdown Pad	\$88,000
02-20	Raymundo Ave. Curb & Gutter Assessment District	\$338,000
02-21	Rehabilitate Fremont Avenue Bridge	\$938,000
02-22	Replace Telephone System	\$300,000
02-23	School Area Pedestrian Signs	\$10,000
02-24	Service Review	\$50,000
02-25	Sewer System Master Plan and Rate Study	\$250,000
02-26	Traffic Signal Controller and Cabinet Replacement	\$104,000
02-27	Traffic Signal GreenyYellow Conversion To LED Heads	\$135,000
02-28	Youth Center Maintenance Repairs	\$90,000
	Miscellaneous Facility Replacements	\$225,000
	Total Projects	\$8,054,440

**FISCAL YEAR 2002-2003
CAPITAL IMPROVEMENT PROGRAM**

1.	Annual ADA Accessible Ramps	\$64,000
2.	Annual Concrete Repair	\$55,000
3.	Annual Street Name Sign Replacement	\$50,000
4.	Annual Street Resurfacing	\$590,000
5.	Annual Traffic Calming	\$150,000
6.	Biennial Park Renovations	\$200,000
7.	Biennial Sewer Main Revocation	\$132,000
8.	ADA Modifications in Downtown Plazas	\$110,000
9.	Audible Pedestrian Signals	\$32,000
10.	City Hall and Police Station Renovation	\$1,000,000
11.	Civic Center Master Plan	\$150,000
12.	Construction Document Archiving, Phase 2	\$143,500
13.	El Camino Real Median Landscaping	\$262,000
14.	Fremont Avenue Sidewalk, Phase 3	\$54,000
15.	Garden House Repairs	\$195,000
16.	Hetch Hetchy Park Improvements	\$105,000
17.	Hillview Community Center Improvements	\$1,100,000
18.	Hillview Interim Restroom Improvements	\$200,000
19.	Park Play Equipment Renovations	\$88,200
20.	Rehabilitate Portland Ave. Bridge	\$412,000
21.	Replacing "Living Wall" at McKensie Park	\$85,000
22.	Service Review	\$50,000
23.	Standard Plans & Specifications	\$40,000
24.	Street Tree Program, Phase 2	\$20,000
25.	Upgrade Auto Shop	\$130,000
	Miscellaneous Facility Replacements	\$225,000
	Total Projects	\$5,642,700