



San Carlos, California

◆ A CENTURY OF GOOD LIVING ◆ SPECIAL EDITION

1925

100 YEARS

2025

PROPOSED BUDGET

FISCAL YEARS
2025 - 2027

MUNICIPALITY OF SAN CARLOS HAS VOTER'S SANCTION

Proposal to Incorporate Is
Authorized by Wide Mar-
gin at Election.

REDWOOD CITY, June 24.—The ambition of San Carlos has been realized. By a vote of 157 to 26, citizens of the town registered their approval of incorporation. At the same time they elected a city clerk, a city treasurer and five city trustees.

SAN CARLOS VOTES IN FAVOR OF INCORPORATION

PROPOSITION CARRIES BY OVER-
WHELMING MAJORITY. DR. W. H.
GETCHELL LEADS TICKET

By a vote of more than six to one, the electors of San Carlos cast their ballots in favor of incorporation as a town of the sixth class Tuesday. The exact vote stood 157 in favor of incorporation and 25 against. The overwhelming majority came as rather a surprise, for while it was generally conceded that the election would safely carry, such a landslide in favor of the proposition was not expected. Naturally there is great rejoicing among the people of the thriving burg, who now see nothing the way of San Carlos going ahead by leaps and bounds and becoming one of the leading municipalities of the Peninsula.

It will be close to a month before the new municipality can function. The returns of the election must be canvassed by the Board of Supervisors at their next meeting, which will be held on July 6th, following which the result is sent to the Secretary of State, who has the authority to issue the charter.

VOTERS ADOPT PROPOSITION 157 TO 26

By the vote of 157 to 26, citizens of San Carlos yesterday went on record as favoring incorporation. At the same time they elected five trustees, a city clerk and a city treasurer.

Julius M. Edling was elected city clerk. He received 140 votes. B. A. Lindberg was named treasurer, receiving 64 votes. His opponents, J. V. Clark and William L. Kenealy, received 50 and 56 votes respectfully.

Of the candidates for trusteeships, the five highest were: Dr. William H. Gatchell, 113; John E. Cowgill, 84; George H. Sesnon, 81; W. J. Scott, 77; and John B. Bryan, 73.

The first official meeting of the new officials will probably take place during the latter part of July. The board of supervisors will be officially notified of the result of the election at its next meeting, July 6.

The territory of the city of San Carlos includes the Morse property, Oak Park, Devonshire estate, San Carlos Heights, the Speedway property, 45 acres owned by Asa Hull and the present town of San Carlos.



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MAYOR



SARA MCDOWELL

MEMBERS OF THE CITY COUNCIL



**PRANITA
VENKATESH
VICE MAYOR**



**JOHN DUGAN
COUNCIL MEMBER**



**NEIL LAYTON
COUNCIL MEMBER**



**ADAM RAK
COUNCIL MEMBER**

CITY TREASURER

INGE TIEGEL

CITY STAFF

JEFF MALTBIE
City Manager

REBECCA MENDENHALL
Administrative Services Director

PAUL HARRIS
Financial Services Manager



CITY STAFF

AMY NEWBY
Parks & Recreation
Director

BARAKA CARTER
Fire Chief

CRYSTAL MUI
City Clerk/Director of Community
Relations

GREG DACUNHA
Deputy Fire Chief

NIL BLACKBURN
Assistant City Manager

MARK MYERS
Police Captain

GREG RUBENS
City Attorney

AL SAVAY
Community Development Director

STEVEN MACHIDA
Public Works Director

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June 09, 2025

Website: <https://www.cityofsancarlos.org/>

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1925

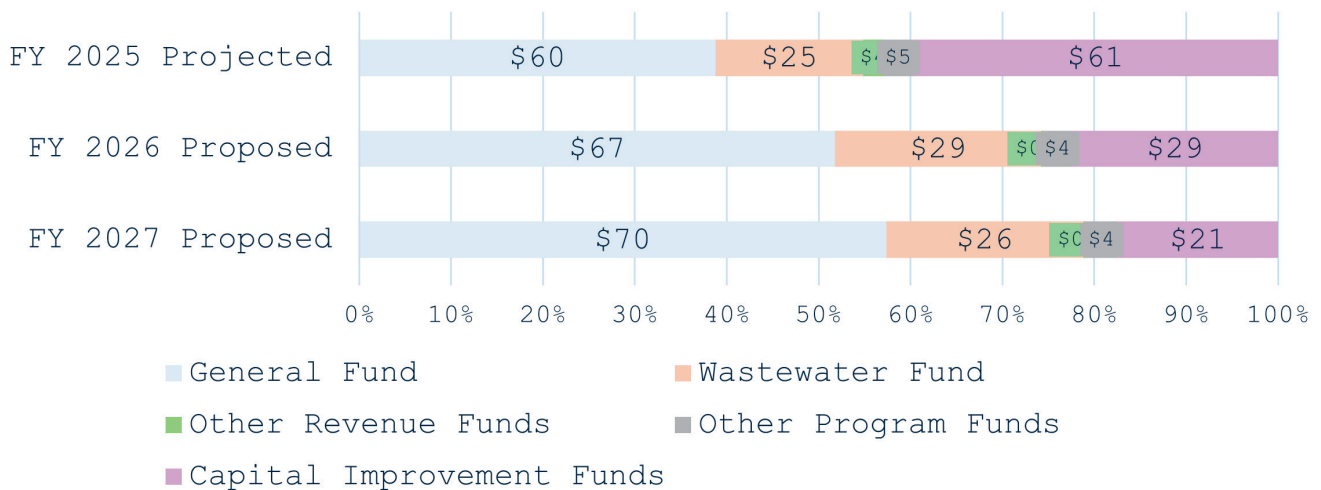
BUDGET-IN-BRIEF

2025

The fundamental purpose of the City's Financial Plan is to link what we want to accomplish for the community with the resources necessary to do so. Through the Financial Plan process, the City Council establishes major city goals, tasks, and the necessary resources for community programs and projects.

TOTAL CITY BUDGET - FISCAL YEARS 2025 - 2027

CITY-WIDE APPROPRIATIONS (FY 2025-26) 129.1 MILLION | (FY 2026-27) 122.3 MILLION



PROPERTY TAX DOLLAR BREAKDOWN

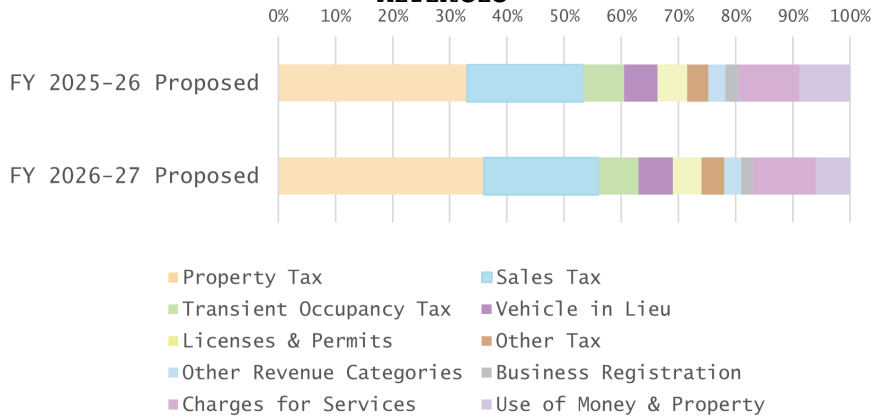
Although property values remain high in San Carlos, the City receives one of the lowest percentages of revenue (13.27%) in the County. This rate was set with the passage of Proposition 13 in the late 70s. The remaining 86.73% goes toward funding the County, schools, and special districts as shown in the breakdown below.



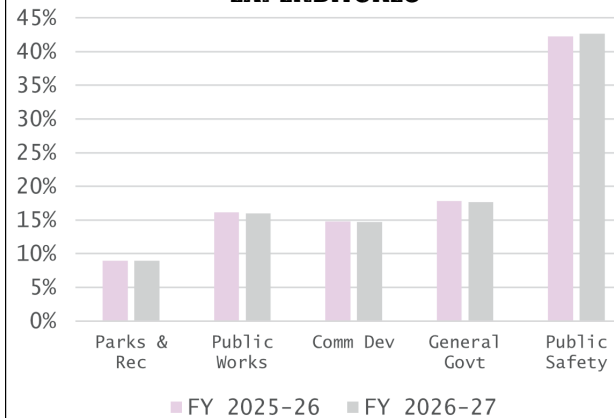
GENERAL FUND OPERATING BUDGET

The General Fund the primary operating fund of the City and is used to account for most day-to-day activities. Revenue sources include, but are not limited to, property tax, sales tax, transient occupancy tax, current fees for services, and business registration. Total revenue for FY 2025-26 is \$61,584,200 and for FY 2026-27 is \$64,155,000. Total expenditures for FY 2025-26 are \$66,938,825 and for FY 2026-27 are \$69,779,345. The difference between revenues and expenditures are transfers and allocations in for overhead expenses from other funds.

REVENUES



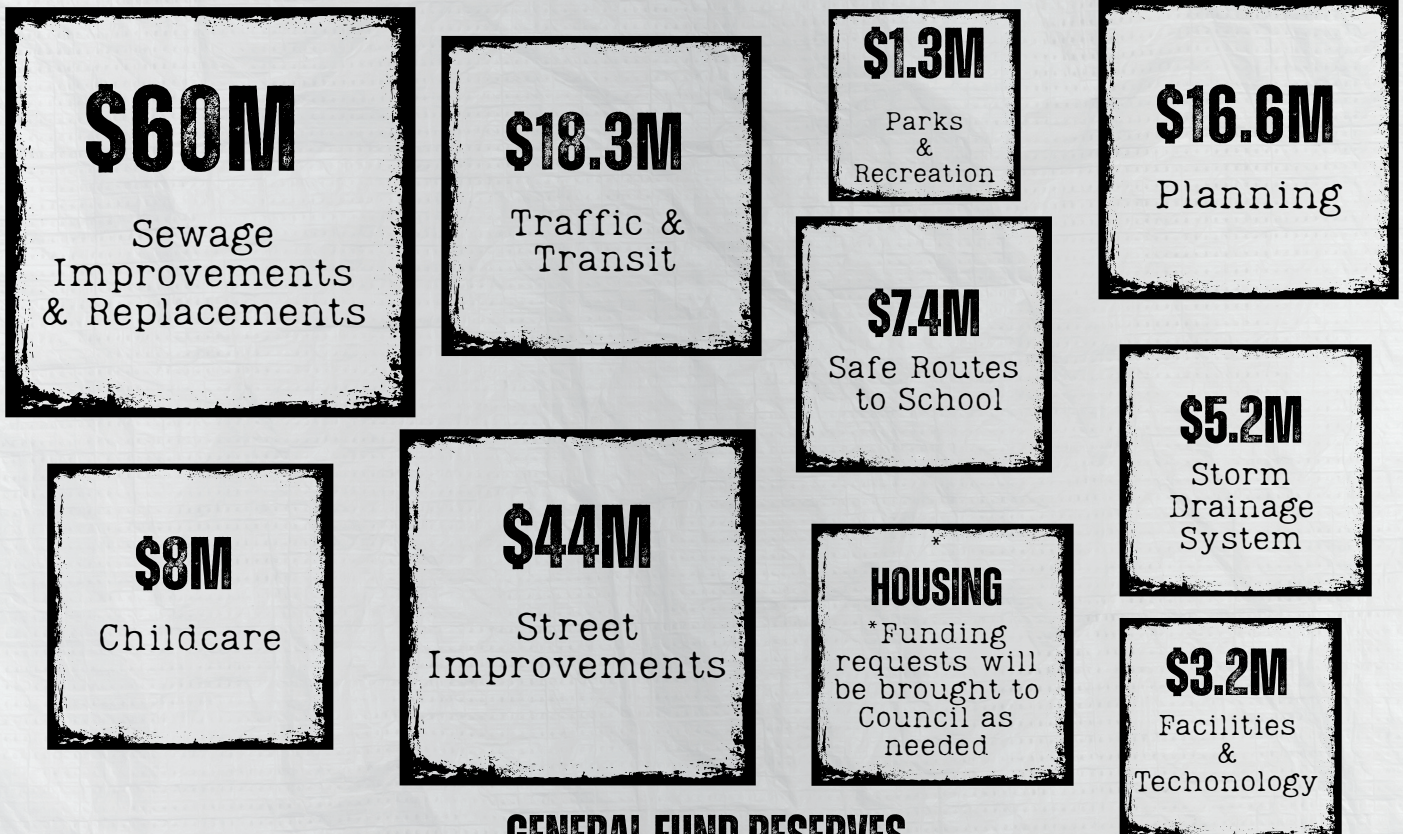
EXPENDITURES



CAPITAL IMPROVEMENT PROGRAM

\$164M - 5 YEAR INVESTMENT

Capital Improvement Projects account for a major portion of the City's budget. Capital Projects help maintain or improve a City asset, often called infrastructure (roads, bridges, community facilities, etc.). Projected spending over the next five years (Fiscal Years 2025-2030) totals \$164 million and funds the following categories:



GENERAL FUND RESERVES

General Fund (GF) Reserves at the end of Fiscal Year (FY) 2025-26 are projected at \$40 million, which equates to 60% of GF expenditures. Reserves at the end of FY 2026-27 are projected at \$33m, which equates to 47% of GF expenditures. Both years exceed the City Council's minimum reserve policy of 20% and the Government Finance Officers Association recommendation of 17%.



CITY OF SAN CARLOS
OFFICE OF THE CITY MANAGER



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June 9, 2025

Honorable Mayor and City Councilmembers
City of San Carlos
600 Elm Street
San Carlos, CA 94070

Honorable Mayor and Members of the City Council:

On behalf of the entire San Carlos staff, I am pleased to present to you the City of San Carlos Biennial Budget for Fiscal Years 2025-26 and 2026-27, including the Operating Budget along with the Five-Year Capital Improvement Program (CIP) Budget. This budget coincides with a truly historic moment: the 100th anniversary of our City's incorporation. As we celebrate a century of civic progress, community spirit, and responsible governance, this centennial budget reflects both a reverence for our past and an ambitious roadmap for our future. The recommended budget reflects your priorities, the adopted strategic plan, and is consistent with the critical needs identified by our residents over this past year.

HONORING OUR LEGACY

Since our incorporation in 1925, San Carlos has evolved from a small town nestled between San Francisco and San Jose into a vibrant, forward-thinking city known for its exceptional quality of life, engaged citizenry, and strong sense of community. What began as a modest settlement has become a model of balanced growth, civic pride, and sound governance. The City has long been a leader in innovation, high ethical and professional standards, environmental stewardship, and strategic thinking, collaborating with regional partners to enhance the lives of our residents. Throughout this century of growth, we have consistently upheld our identity as "The City of Good Living."

As we commemorate this centennial year, we are not only celebrating historical milestones, but also the people—past and present—whose contributions have shaped our community. This includes residents, business owners, volunteers, and City staff who together have built a culture of inclusion, accountability, and civic engagement. The proposed budget reflects this legacy by investing in projects and services that pay homage to our roots while positioning us for a vibrant and resilient future.

THE BUDGET PROCESS

The purpose of the budget process is to identify the fiscally sustainable services that the City may reasonably expect to provide within the context of the City's available financial resources. San Carlos has never been a "tax rich" city, in that only about 10% of property taxes paid by its residents goes toward funding the City. In fact, 100% of the property tax revenue the City receives only pays for about 80% of the cost to provide police and fire/emergency medical services alone. San Carlos also does not have any special revenue taxes, such as a local ¼ or ½ cent sales tax



or a utility user tax. This presents many challenges to providing high quality services and improving infrastructure and facilities.

Those of us in City Hall are especially proud of how we manage our limited financial resources each year as we work to find new ways to do more than many cities, with less. Being efficient and effective with our very limited tax revenue is a topic planned for and discussed by staff and the Council on a regular basis and features prominently in every decision made by our community representatives. Each year, San Carlos receives multiple awards and is recognized for innovative programs and projects and outstanding financial management and long-range planning.

The Biennial Budget for Fiscal Years (FYs) 2025-27, including Operating and Capital Budgets, is the result of an inclusive and interactive staff budget development process, input received from the FY 2024-25 projections, the strategic planning process, the City Council Budget Study Session held on April 29, 2025, as well as Council direction given throughout the year. In particular, the proposed Five-Year CIP Budget includes funding in the amount of \$164 million to fund strategic goals and to invest in our aging infrastructure.

PROGRAM AND PERFORMANCE BUDGETS

Over a decade ago, we began the process of transitioning from annual departmental budgeting to a full program and performance-based biennial budget. Program and performance-based budgeting focuses decisions around results and services versus organizational units; emphasizes performance over line items; shows the cost (budget) of services and the level of service available for the cost; provides a structure to consider programs as they contribute to City goals and outcomes; and serves as an investment perspective with dialog about the right service for the right price.

The City uses several different tools to accumulate performance data, including employee surveys, resident satisfaction surveys, and internal performance measurement activities. This year, staff did a thorough review of these measures and updated the format to bring more value to the reader. Performance measures are now defined with an explanation showing what it tracks; a purpose section discussing why it is important; and a status section reflecting progress. Workload measures are tracked separately.

ECONOMIC UPDATE

In April 2025, the International Monetary Fund issued its World Economic Outlook. In that report, they modified their projections and expect the global growth to decline from 3.3% to 2.8% and the United States growth to decline from 2.8% to 1.8%. Forecasts for global growth have been revised markedly down compared with the January 2025 update, reflecting effective tariff rates at levels not seen in a century and a highly unpredictable environment. Intensifying downside risks dominate the outlook amid escalating trade tensions and financial market adjustments. Divergent and swiftly changing policy positions or deteriorating sentiment could lead to even tighter global financial conditions.

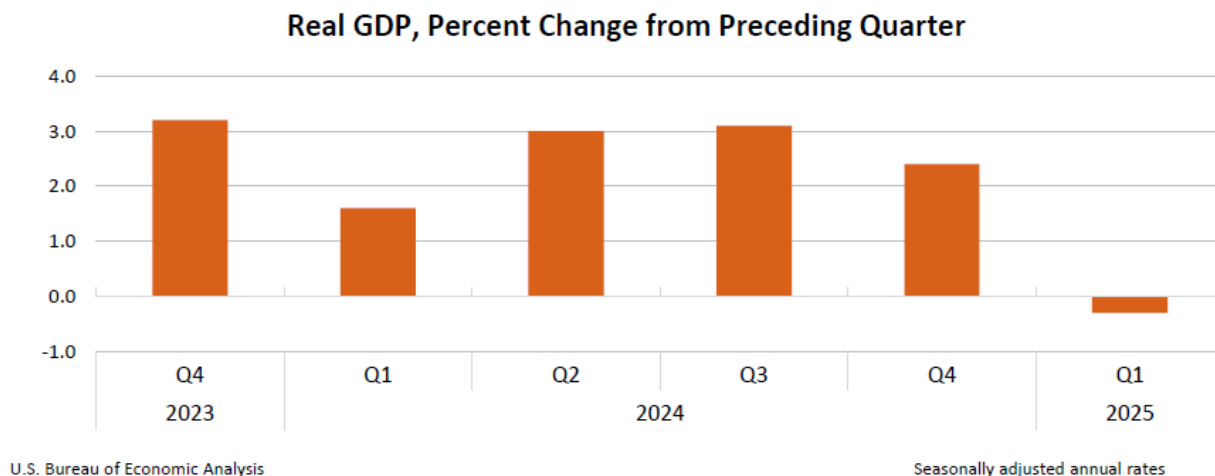
The tariffs announced in April 2025 have created uncertainty among businesses and investors, leading to a multi-trillion stock market sell-off. These tariffs, which target approximately 60 countries, have led to retaliatory measures, including China's suspension of critical exports to the U.S., potentially impacting consumer prices and economic growth. Prominent financial leaders, including Goldman Sachs CEO David Solomon and Bridgewater's Ray Dalio, have expressed concerns that these trade policies could increase the likelihood of a U.S. recession.



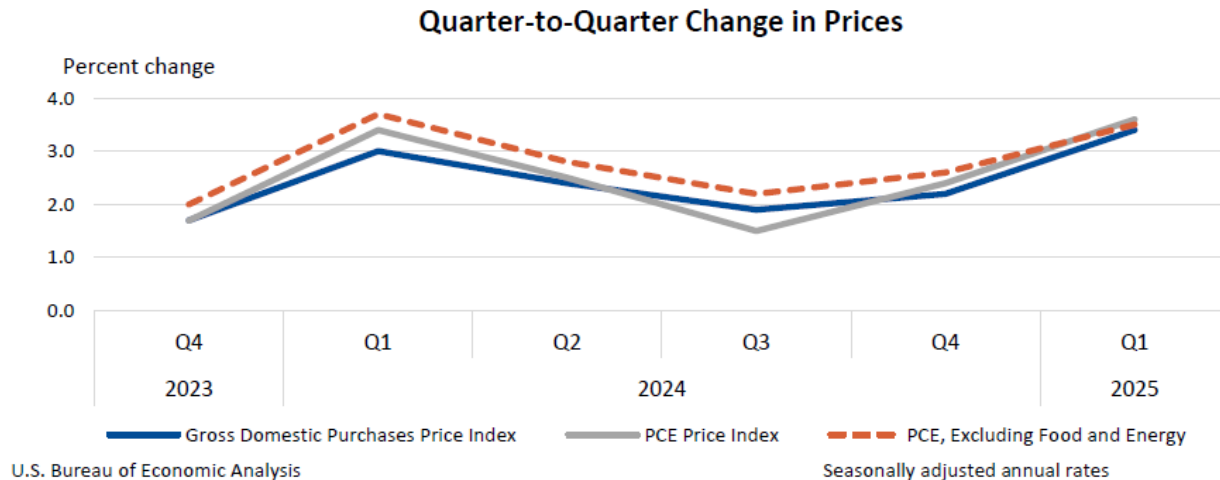
A report from CalMatters in April 2025 stated that the stock market sell-off that followed the latest tariff announcement underscored the “unprecedented” risk that California pension funds see in a potential trade war. As of April 8, 2025, CalPERS lost about \$15 billion, the first two days after President Trump’s announcement. These losses directly impact the funding of our pensions as 55 cents of every dollar in the pension funds come from investment earnings.

As of late April, CalPERS' investment return for FY 2024-25 still appears to be in positive territory, but below their expected rate of return of 6.8%. CalPERS' CEO, Marcie Frost is warning member agencies to prepare for potential adverse investment return experiences for the current and upcoming fiscal year. In an update to stakeholders, Ms. Frost warns “We must prepare for the possibility that current events here in the U.S. could have a serious impact on our investment returns as of June 30 and into the fiscal year that begins after that.”

In April 2025, it was reported that the real gross domestic product (GDP) decreased at an annual rate of 0.3% in the first quarter of 2025, according to the “advance” estimate released by the US Bureau of Economic Analysis. In the fourth quarter of 2024, real GDP increased by 2.4%. Compared to the fourth quarter, the downturn in real GDP in the first quarter reflected an upturn in imports, a deceleration in consumer spending, and a downturn in government spending that were partly offset by upturns in investment and exports.



The price index for gross domestic purchases increased 3.4% in the first quarter, compared with an increase of 2.2% in the fourth quarter. The personal consumption expenditures (PCE) price index increased 3.6%, compared with an increase of 2.4%. Excluding food and energy prices, the PCE price index increased 3.5%, compared with an increase of 2.6%.

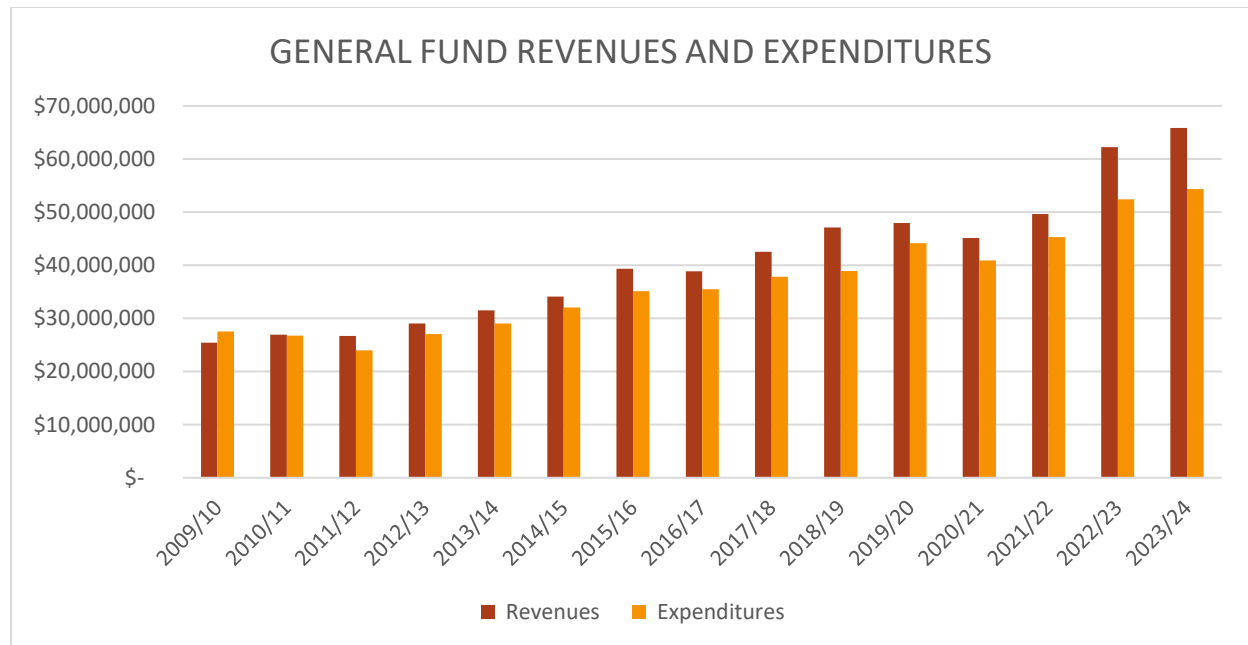


On a more regional level, in California taxable sales have declined 2% per year over the last couple of quarters before the tariffs were announced. While median income is rising, it isn't rising at the same level of the rest of the nation. Housing demand remains strong, but supply is low which is also continuing to drive prices up. Tariff threats and policies that sent the stock market plunging is particularly bad for California. The state's revenue relies on personal income taxes, which depend in part on capital gains generated through the stock market.

According to our third party consultant, HdL Companies, we have had eight consecutive quarters of declining sales tax. Our largest sales tax producer is building materials. The building and construction sector is heavily impacted by tariffs, economic policy, and interest rates. In addition, concerns about changes in Washington, potentially impacting federal funding and reimbursements for a variety of projects including infrastructure and low-income housing, may decrease development. Tariffs on steel and lumber would add significant costs to home prices. Overall sales tax is difficult to predict at this time due to unknowns with how consumers will respond to discretionary spending.

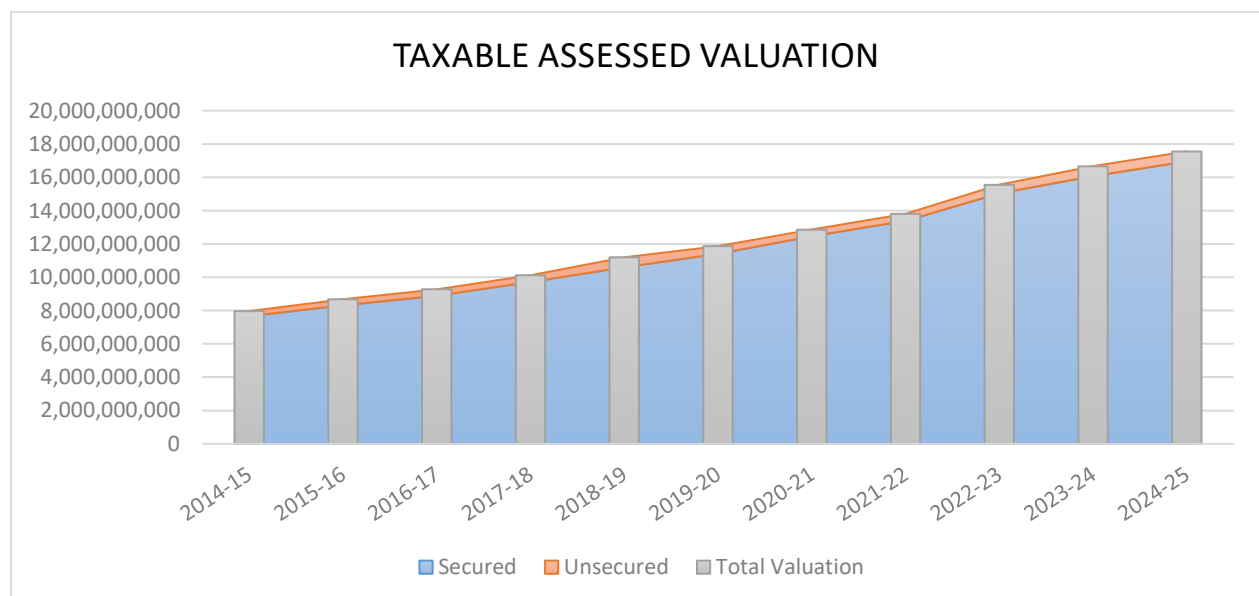
LONG TERM FINANCIAL PLANNING

Even as the City, state, and nation experienced the Great Recession of 2009 and the COVID-19 crisis of 2020, the City has been able to maintain positive fund balances due to cost cutting measures, conservative budgeting, and fiscal controls. This could not have been done without a tremendous partnership between executive management staff and the City Council. Maximizing our revenues while keeping annual operating costs under control has given us the ability to weather financial storms.



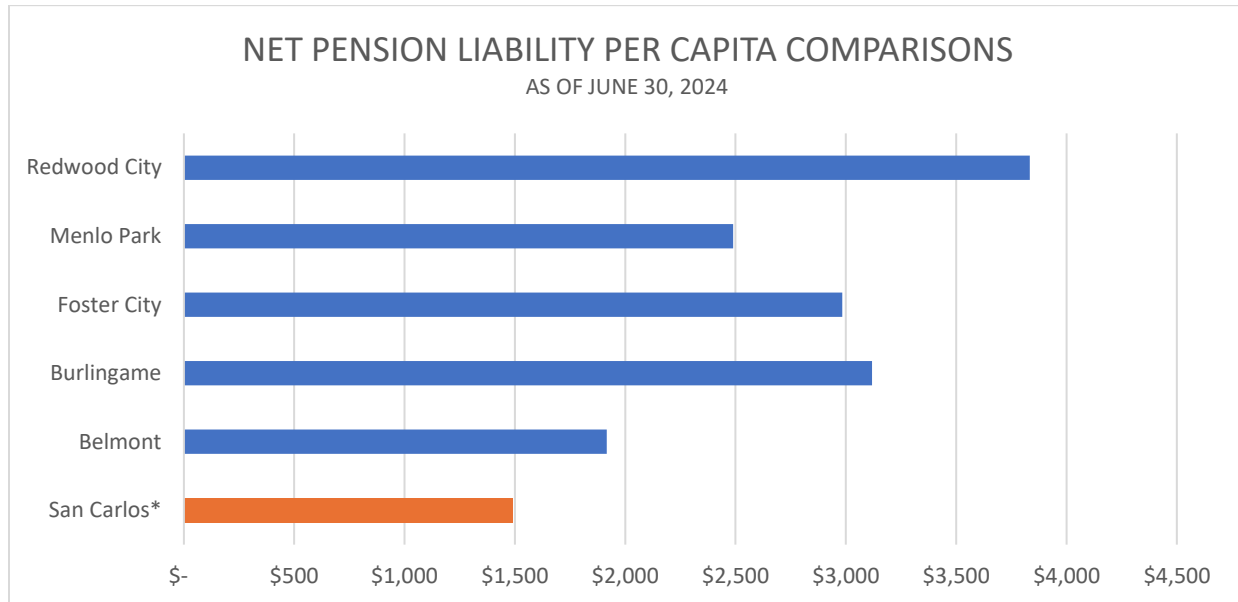
From 2009 to 2024, the City's operating revenue has grown on average 6.4% per year. At the same time, the City's operating expenses have grown, on average, by 4.5% per year. This has generated an annual average operating surplus (before any one-time expenses) of \$4.1 million per year. This allows us the opportunity to use these savings to invest in our capital spending as well as pay down long-term pension obligations.

Our largest revenue source comes from property tax. As shown in the table below, the tax assessment rolls have grown 120%, or \$9.5 billion, over the last ten years. This creates a stable revenue stream as values are locked in under Proposition 13 and grow at a rate of up to 2% per year.





In addition to the growth in the property tax assessed values, the City has used \$19 million of prior years' savings/surpluses to pay down our unfunded pension liabilities. This has resulted in annual and long-term savings. The City Council has previously approved one-time payments in the amount of \$5 million in FY 2017-18, \$7 million in FY 2019-20, \$3 million in FY 2023-24, and most recently, \$4 million in FY 2024-25. Had the City not made these payments, the trajectory of pension costs would have continued to rise as it has for neighboring agencies. The chart reflected below shows our net pension liability compared with that of other agencies in the County as of the end of FY 2023-24.



*Net pension liability for San Carlos does not include recent payment of \$4 million in April 2025 since this comparison was based on FY 2023-24 audited reports.

IMPACT OF STATE BUDGET, LEGISLATION & REGULATIONS

State Budget Overview and Highlights

When Governor Gavin Newsom unveiled a \$322.3 billion budget proposal in January 2025, analysts urged caution. The proposal was a noticeable increase from last year's \$297 billion budget, which had to close a \$47 billion deficit. However, California's tax structure relies on the top 1% of earners. Dramatic swings in the stock market leave California's revenues vulnerable, turning once-balanced budgets into looming deficits.

That caution was warranted. In May 2025, the Governor unveiled a \$321.9 billion updated budget proposal that included a \$12 billion budget shortfall, despite state revenues coming in above estimates through April. He attributed much of the blame to the Trump Administration, noting that instability and tariffs have negatively impacted California's future revenues.

However, Governor Newsom also noted that the state's expenditures have grown, partially due to the state's Medi-Cal expansion to all income-eligible Californians, regardless of immigration status. The May Revision does not consider any impacts from federal cuts that are under consideration by Congress.



The Governor proposed bridging this deficit through \$5 billion in reductions (primarily to the Medi-Cal program), \$5.3 billion in revenue/borrowing, and \$1.7 billion in fund shifts. The May Revision maintains the previous levels of withdrawals from the state's reserves, and total reserve balances of approximately \$15.7 billion.

Specific areas of the budget are noted below:

Environmental Quality

The Governor's May revision includes a mix of funding and policy news for cities regarding climate priorities. The May revision builds on the January budget and includes clawbacks or the recovery of previously dispersed funds, for offshore wind energy infrastructure, along a proposal to extend the Cap-and-Trade program.

In his January budget proposal, Newsom floated using \$273 million of Prop. 4 funding to balance the budget. In the May revision, the Governor doubled down and suggested moving an additional \$42.8 million for offshore wind energy infrastructure from the General Fund to Prop. 4. The remaining challenge is hundreds of millions of dollars less for climate resilience programs.

Leading up to the May revision in April, the Governor, Senate Pro Tem, and Assembly Speaker announced their intent to extend the Cap-and-Trade program beyond 2030. He also recommended renaming the program to the Cap-and-Invest program to better characterize the need for deeper investments in carbon reduction and clean technologies. Tied to the program's reauthorization is the continuation of the California Climate Credit, which could result in approximately \$60 billion for utility bill credits to Californians. The Cap-and-Trade Program has funded nearly \$33 billion in investments through the Greenhouse Gas Reduction Fund, which is roughly equal to taking 1.3 million gas-powered cars off the road.

Consistent with Governor Newsom's investments in the environment, climate change mitigation, adaptation, and resilience is one of the City's six goals in its 2025 Strategic Plan. The City's Climate Mitigation and Adaptation Plan aims to reduce greenhouse gas emissions by 40% by 2030 and 80% by 2050, with building and transportation electrification playing a key role. To support this, the budget allocates \$658,000 over the next two years to expand publicly accessible EV charging stations in downtown public parking lots.

Housing

Last year, the Governor announced \$1.7 billion in cuts to key housing programs that cities rely on to increase affordable housing in their communities. Despite the continued focus on California's housing crisis, the Governor reduced the amount of affordable housing programs available to cities by cutting \$31.7 million from the Infill Infrastructure Grant Program in his budget proposal.

The May revision states that the Governor will focus on holding local permitting agencies accountable to the existing statutory process, shortening permitting timelines, and targeting existing streamlining tools and financing strategies that reduce vehicle miles traveled through affordable, transit-oriented housing.

San Carlos remains committed to encouraging and supporting the creation of safe, inclusive, diverse, and affordable housing. The City continues to facilitate housing development at all income levels by increasing Below Market Rate (BMR) housing units, supporting the completion of ongoing projects, and expanding housing production. Construction has begun on the Cherry



Street Commons affordable housing project, and new objective Design Standards for multi-family residential projects are set for adoption by the City Council this year. Additionally, the City is working to expedite ADU approvals and implement the 2023-2031 Housing Element, reporting on its progress every April as required by the State.

Transportation and Public Works

The Governor proposed a total of \$19.8 billion in expenditures for the state transportation agency, a 2.9% spending reduction that will result in eliminating over 500 positions at the department. Newsom hopes to extend the Cap-and-Trade program to fund major climate projects such as high-speed rail and provide a utility credit for ratepayers to offset higher rates through 2045.

The budget proposes a total of \$1.1 billion for transit, including \$100 million for the 2025-2026 Active Transportation Program (ATP). This is the second consecutive year the Governor has removed \$400 million from ATP, which funds biking and walking infrastructure. \$6.6 million has been allocated through 2028 to support compliance and enforcement of safety standards for large-scale, electric grid-connected battery energy storage systems. Lastly, \$1.9 million has been allocated through 2028-29 to fund the California Energy Commission's "Opt-in" clean energy permitting program.

San Carlos is also prioritizing infrastructure improvements under its strategic goal of Mobility, Traffic, and Transportation Infrastructure. In the coming year, the City will collaborate with regional agencies to develop short-, mid-, and long-term bicycle and pedestrian safety improvements at the U.S. 101/Holly Street interchange. Additionally, it will implement the Bicycle and Pedestrian Master Plan by enhancing safety at key intersections and move forward with the Traffic Signal Master Plan to improve traffic flow and parking.

Emergency Preparedness

The May revision proposes significant new funding for fire prevention and fire control for CAL FIRE to address the recent wildfires and the need for more resources, but no new funding to implement Proposition 36.

The State will shift \$1.54 billion from the General Fund to the Greenhouse Gas Reduction Fund to support CAL FIRE's fire prevention, fire control, and resource management activities on an ongoing basis. The proposal also includes a General Fund backstop to protect CAL FIRE's operations if the Cap-and-Trade auction proceeds fall below projected revenues.

San Carlos is also investing in disaster readiness. The City will host an annual creek cleaning event to reduce flooding risks during storms, encourage community participation in the Community Emergency Response Team (CERT) program, and offer a fire preparedness webinar for public education. Additionally, San Carlos will mail an Emergency Preparedness Spotlight to residents and conduct an internal emergency preparedness training for staff.

Vehicle In-Lieu

In FY 2004-05, Senate Bill 1096 was enacted, which directed Motor Vehicle License Fees ("VLF") collected by the Department of Motor Vehicles from the cities and counties to the State. To make the cities and counties whole, the legislation specified that cities would be "backfilled" this revenue by the County as "property tax in-lieu" payment, rather than paid directly by the State. As a result,



San Mateo County has experienced a countywide shortfall in prior years. The projected shortfall for San Carlos is approximately \$2 million per year. The County continues to work with the State on recovery. However, continued underfunding tax revenue from the State continues to create uncertainty in budgeting and planning and poses a long-term threat to the City. Therefore, we do not budget for any recovery.

RECOMMENDED CHANGES TO THE FISCAL YEARS 2025-27 OPERATING BUDGET

General Fund

There are some new programs and/or funding requests that have been incorporated into the recommended budget.

A summary of these recommendations is shown below.

General Fund Program Enhancement	Funding Amount		Strategic Focus Area	
	FY 2025-26	FY 2026-27	Core Values	Strategic Objectives
City Council				
Continue Grant Funding for Community Foundation	\$ 40,000	\$ 40,000	✓	
Three Year Funding Commitment to OneShoreline	40,000	40,000		✓
Public Safety				
Six Additional License Plate Readers (ALPR)	22,000	19,000	✓	
ALPR paid by Trust Fund (no cost to GF)	(22,000)	(19,000)	✓	
Parks and Recreation				
Add Recreation Supervisor	170,000	178,600		✓
Public Works				
Reclass PW Inspector to Asst. City Engineer	14,800	15,100	✓	
Total Operating Adjustments	\$ 264,800	\$ 273,700		

Staff-recommended operating additions to the base budget total \$264,800 in FY 2025-26 and \$273,700 in FY 2026-27.

FISCAL YEAR 2024-25 FINANCIAL PERFORMANCE

Before we propose the recommendations for the FY 2025-27 budget, it is helpful to review the projections for the current year. The City's financial performance in FY 2024-25 is projected to be better than budgeted. The table below compares the Revised Budget and Projected Revenues and Expenditures for the General Fund which is the City's primary operating fund.



GENERAL FUND					
	FY 2025 REVISED*	FY 2025 PROJECTED	Variance	Variance %	
Operating Revenue					
Business Registration	\$ 1,316,600	\$ 1,370,800	\$ 54,200	4.1%	
Charges for Current Services	5,167,550	6,575,600	1,408,050	27.2%	
Fines & Forfeitures	328,700	164,300	(164,400)	-50.0%	
From Other Agencies	11,600	88,200	76,600	660.3%	
Licenses & Permits	2,667,500	3,278,700	611,200	22.9%	
Other Revenues	834,400	995,250	160,850	19.3%	
Other Tax (Franchise Taxes)	2,121,400	2,274,000	152,600	7.2%	
Property Tax	19,464,800	19,570,400	105,600	0.5%	
Sales Tax	13,330,670	11,662,600	(1,668,070)	-12.5%	
Transient Occupancy Tax	4,468,000	4,000,000	(468,000)	-10.5%	
Other Uses of Money & Property	3,234,700	3,654,600	419,900	13.0%	
PAMF Target Revenue	890,170	890,170	-	0.0%	
Vehicle in Lieu	3,407,000	4,536,900	1,129,900	33.2%	
Total Revenues	\$ 57,243,090	\$ 59,061,520	\$ 1,818,430	3.2%	
General Fund Expenses:					
Salaries and Benefits	24,966,555	23,565,925	(1,400,630)	-5.6%	
Operating Expense	36,952,285	36,258,345	(693,940)	-1.9%	
Capital Outlay	188,700	108,700	(80,000)	-42.4%	
Total Operating Expenses	\$ 62,107,540	\$ 59,932,970	\$ (2,174,570)	-3.5%	
Net Allocations and Transfers In	5,338,500	5,338,500			
Net Allocations and Transfers Out	(1,067,400)	(1,067,400)			
Net Change in Operating Funds	\$ (593,350)	\$ 3,399,650			

* Revised Budget includes adjustments to revenues and appropriations made by the City Council during the fiscal year.

FY 2024-25 revenues are projected to be higher by approximately \$1.82 million. Most of this variance is related to one-time revenues and reimbursements. Below are some of the larger variance explanations:

Charges for Services. The revenue projection of \$6.58 million is \$1.41 million over budget. This is due to the increase in plan check fees over what was initially budgeted. The timing of plan check fees can vary depending on the timing of the projects and are therefore budgeted conservatively. In addition, there have been increases in recreation class and summer camp registrations compared to what was initially expected.

Fines and Forfeitures. The revenue projection of \$0.16 million is \$0.16 million under budget. This revenue has been budgeted higher than what has been received for a few years. The budget will be reset to average collections in the coming fiscal year.

From Other Agencies. The revenue projection of \$0.089 million is \$0.08 million over budget. This includes one-time funding and grants that are received throughout the year. Since these grants are not guaranteed, they are not budgeted and are reflected when received.

Licenses and Permits. The revenue projection of \$3.28 million is \$0.61 million over budget. Similar to plan check revenues, this line item can vary depending on the timing of development.



Other Revenue. The revenue projection of \$1.0 million is \$0.16 million over budget. This line item includes a reimbursement from the Federal Emergency Management Agency (FEMA) in the amount of \$0.13 million related to the flooding that occurred in the 2022-23 winter storms.

Property Tax. The revenue projection of \$19.57 million represents an increase of \$0.11 million versus budget. This revenue is estimated based on information from the County of San Mateo and our third-party consultants. The primary reason for this increase is increases in the property tax assessment rolls to account for changes in property ownership and tenant improvements.

Sales Tax. The revenue projection of \$11.66 million represents a decrease of \$1.67 million versus budget. This revenue is based on information from the City's third-party consultants. For several quarters, there has been a decline in building and construction group activity and building materials sales are driving the reduction. General retail has dropped as consumers are more conservative with their spending given the uncertainty of the economy.

Transient Occupancy Tax. The revenue projection of \$4.0 million represents a decrease of \$0.47 million versus budget. Although the hotel industry began to rally in FY 2021-22 following the COVID-19 pandemic, the industry has not yet returned to historical occupancy as business travel has not yet fully returned to pre-pandemic rates.

Other Uses of Money and Property. This includes rentals and investment income. The revenue projection of \$3.65 million represents an increase of \$0.42 million versus budget. Included in the projection is the receipt of rental from a fourth billboard on the U.S. Highway 101 corridor that was not previously budgeted.

Vehicle In-Lieu. The revenue projection of \$4.54 million represents an increase of \$1.13 million versus the revised budget. This estimate is based on information from the County Controller's Office. The revenue received in this fiscal year includes a one-time payment of \$1.36 million repayment of the countywide shortfall from two years ago (FY 2022-23). In FY 2004-05, Senate Bill 1096 was enacted, which redirected Motor Vehicle License Fees (VLF) collected by the Department of Motor Vehicles from the cities and counties to the State. To make the cities and counties whole, the legislation specified cities would be "backfilled" for this reallocated revenue by the County as a "property tax in-lieu" payment rather than paid directly by the state. If the "backfilled" amount exceeds a certain limit, there will not be enough money to fully cover the amount owed.

Expenditures are projected to be \$2.17 million less than the revised budget primarily due to salary savings from vacant positions during the year and projected savings in the Sheriff's Office contract.

PROPOSED FISCAL YEARS 2025-27 BUDGET

The FYs 2025-27 budget includes 16 different funds. Rather than listing the status of each of these funds in this report, the budget summary is grouped into five categories: General Fund; Wastewater (Sewer); Other Revenue Funds; Other Operating; and Capital Project Funds. The following table identifies the total proposed expenditures by category, in which the citywide appropriations for FY 2025-26 total \$129.1 million and for FY 2026-27 total \$122.3 million.



CITYWIDE BUDGET – ALL FUNDS				
Expenditures	2024-25 Revised	2024-25 Projected	2025-26 Proposed	2026-27 Proposed
General Fund	\$ 62,107,540	\$ 59,932,970	\$ 66,938,825	\$ 69,779,345
Wastewater (Sewer) Fund	25,091,651	24,756,851	29,002,800	26,122,800
Other Revenue Funds	3 ,570,959	3,690,339	306,900	3 16,000
Total Operating Funds	\$ 90,770,150	\$ 88,380,160	\$ 96,248,525	\$ 96,218,145
Other Program Funds	5 ,080,500	4,941,509	3,984,900	4,266,100
Capital Improvement Funds	74,664,757	61,636,097	28,827,353	21,801,794
Total Citywide Budget	\$ 170,515,407	\$ 154,957,765	\$ 129,060,778	\$ 122,286,039

GENERAL FUND BUDGET

The General Fund is the primary operating fund of the City and is used to account for most day-to-day activities. Revenue sources include, but are not limited to, property tax, sales tax, transient occupancy tax, current fees for services, and business registration.

The tables to follow compare the current fiscal year budget and projections to the FY 2025-26 and FY 2026-27 proposed budgets. The assumptions and recommendations are included in each of the sections following the table.

Recommended Budget Revenue

GENERAL FUND REVENUES				
	2024-25 Revised	2024-25 Projected	2025-26 Proposed	2026-27 Proposed
Business Registration	\$ 1,316,600	\$ 1,370,800	\$ 1,368,700	\$ 1,422,800
Charges For Current Services	5,167,550	6,575,600	6,618,400	6,816,800
Fines & Forfeitures	328,700	164,300	168,600	173,600
From Other Agencies	11,600	88,200	12,000	12,400
Licenses & Permits	2,667,500	3,278,700	3,213,500	3,309,900
Other Revenue	834,400	995,250	749,000	772,200
Other Taxes	2,121,400	2,274,000	2,276,400	2,344,700
Property Taxes	19,464,800	19,570,400	20,970,400	22,151,800
Sales Tax	13,330,670	11,662,600	12,519,200	12,925,800
Transient Occupancy Tax	4,468,000	4,000,000	4,350,000	4,619,500
Use Of Money & Property	3,234,700	3,654,600	4,814,200	4,842,200
PAMF Project	890,170	890,170	912,400	935,200
Vehicle In Lieu	3,407,000	4,536,900	3,611,400	3,828,100
Total Revenue	\$ 57,243,090	\$ 59,061,520	\$ 61,584,200	\$ 64,155,000



Fiscal Year 2025-26 Revenue Assumptions

Total General Fund revenue is budgeted at \$61.58 million, an increase of 7.6% from the FY 2024-25 revised budget. The majority of the increases are described below.

- **Business Registration.** The revenue amount is budgeted to increase by 4%, or \$0.05 million, from the FY 2024-25 revised budget, which is in line with the increase specified in the City's Municipal Code.
- **Charges for Current Services.** The increase of \$1.45 million, or 28.1%, is primarily due to the timing of plan check services related to development and the expansion of Parks and Recreation programming and special event revenues. While this is a large increase from the revised budget, the proposed revenues are only 0.7% higher than the projected FY 2024-25 revenues. The FY 2025-26 budget assumes development fee revenue based on an average of actual revenue received over the past four years. These fees are typically pass through revenues and have a corresponding expense for professional consulting and technical experience necessary to facilitate these projects. Due to the uncertainty at the federal level related to drug approvals and funding, it is possible that we could see a slowdown in the biotechnology development that has been planned for the east side of the city.
- **Fines and Forfeitures.** Budgeted at \$0.17 million, or 48.7% less than the FY 2024-25 revised budget. While this is a large decrease from the current budget, it is a 2.6% increase over the FY 2024-25 projections. This revenue had been budgeted higher than what has been received for a few years. The proposed budget resets the revenue to average collections received.
- **From Other Agencies.** Budgeted at \$0.01 million, which is approximately the same level as the FY 2024-25 revised budget. This revenue is from grant reimbursements which can fluctuate from year to year depending on availability.
- **Licenses and Permits.** The increase of \$0.55 million, or 20.5%, is primarily based on the projected timing of development project permits for building, electrical, plumbing, and mechanical permits in the past year. While this is a large increase from the current budget, it is a 2% decrease from the FY 2024-25 projections. The timing of when developers pull their permits can vary and as such, this category can fluctuate greatly from year to year. The license and permit revenue for large projects typically lags several months or even years from the timing of plan check, as it takes longer to review these projects. The revenue has been projected based on the average collections over the last four years.
- **Other Revenues.** These mainly include cost reimbursements from agencies such as the City and County Association of Governments for financial services and the school district for school sports field maintenance. It also includes donations, sponsorships, and other miscellaneous receipts. Revenue is budgeted to decrease by \$0.09 million, or 10.2%, primarily due to the elimination of sponsorships for the Farmers Market, since we outsourced that program, and other miscellaneous cost recovery reductions.
- **Other Tax (franchise tax).** The revenue is budgeted to increase by \$0.16 million, or 7.3%, from the FY 2024-25 revised budget. Although this is a large increase over the FY 2024-



25 revised budget, it is only an increase of 0.1% over the projected revenues and is in line with projected inflationary increases.

- **Property Tax.** The 7.7% increase in the budget to \$20.97 million is based on the general assessment rolls and information provided by the City's third-party consultants. The primary reason for the increase is due to increases in the property tax assessment rolls to account for changes in property ownership and tenant improvements. The assessment rolls increased \$1.11 billion, or 7.2%, over the prior fiscal year.
- **Sales Tax.** The decrease of \$0.81 million, or 6.1%, is based on information from third-party consultants. Uncertainties with the economy, tariffs and interest rates are expected to reduce discretionary spending among consumers. The building and construction sector is typically San Carlos' largest sales tax producer. Tariffs on lumber, steel, and aluminum combined with impacts to the workforce are expected to reduce the City's revenue. The proposed budget projects revenues back to 2022 and 2023 levels.
- **Transient Occupancy Tax.** The decrease of \$0.12 million, or 2.6%, is based on information from third-party consultants. Although the hotel industry began to rally in FY 2021-22 following the COVID-19 pandemic, the industry has not yet returned to historical occupancy as business travel has not yet fully returned to pre-pandemic rates.
- **Other Uses of Money and Property.** This includes digital billboards, rental properties, and investment income. The increase of \$1.6 million is due to the inclusion of the fourth digital billboard and the timing of cash disbursements and the allocations of the total investment portfolio amongst all the funds. At the end of each quarter, investment income is allocated based on the percentage of cash in each fund. The amount of allocation can change from year to year based on the total cash balance held in each fund.
- **PAMF Target Revenue.** The increase of \$0.02 million is based on the terms of the Development Agreement.
- **Vehicle in-Lieu.** The revenue increase of \$0.20 million, or 6.0%, is based on information from the San Mateo County Controller's Office. In FY 2004-05, Senate Bill 1096 was enacted which redirected Motor Vehicle License Fees (VLF) collected by the Department of Motor Vehicles from the cities and counties to the state. To make the cities and counties whole, the legislation specified cities would be "backfilled" for this revenue by the county as a "property tax in lieu" payment rather than being paid directly by the state. San Mateo County has informed us that if the "backfilled" amount exceeds a certain limit, there will not be enough money to fully cover the amount owed. As a result, San Mateo County has experienced a countywide shortfall in prior years. The projected shortfall for San Carlos is approximately \$2 million per year. The FY 2024-25 projection includes a one-time repayment of this revenue in the amount of \$1.37 million from FY 2022-23.

***Fiscal Year 2026-27 Revenue Assumptions***

Total General Fund revenue is budgeted at \$64.16 million, an increase of 4.2% from the FY 2025-26 proposed budget.

- **Business Registration.** The revenue is budgeted to increase in year two of the budget by 4.0%, or \$0.05 million, from the FY 2025-26 proposed budget. The increase is based on the annual percentage increase specified in the City's Municipal Code.
- **Charges for Current Services.** Revenues are projected to increase by \$0.20 million, or 3.0%, due to the continued demand for recreation services and the timing of large development plan check activities. As noted above, the timing of large-scale development projects can cause this category to fluctuate from year to year. There may be more projects on the horizon that would increase this revenue stream, which will be adjusted during the mid-cycle budget review.
- **Fines and Forfeitures.** The revenue is proposed at \$0.17 million, which is approximately the same level as the proposed FY 2025-26 budget.
- **From Other Agencies.** Revenues are projected to be at the same levels as the proposed FY 2025-26 budget.
- **Licenses & Permits.** Revenue is projected to increase by \$0.1 million, or 3.0%. Similar to the current charges for services, this revenue stream can be largely impacted by the timing of large-scale development projects.
- **Other Revenue.** Revenue is projected to increase by \$0.02 million, or 3.1%, mostly due to estimates in cost recovery assumptions based on the consumer price index.
- **Other Tax (franchise tax).** The revenue is primarily based on trend data from the past fiscal years.
- **Property Tax.** The revenue is projected to increase \$1.18 million, or 5.6%, from the FY 2025-26 projected budget. This continues to assume the growth in the assessment rolls associated with the large-scale development projects on the east side of the city. Staff continues to work closely with consultants to project and monitor this revenue.
- **Sales Tax.** The revenue is projected to increase by \$0.41 million, or 3.3%, as a result of assumed inflationary increases. This revenue is reviewed quarterly with third-party consultants and is adjusted based on current and projected activity.
- **Transient Occupancy Tax.** The revenue is expected to grow by \$0.27 million, or 6.2%, and assumes a rise in occupancy rates associated with business and residential travel.
- **Other Uses of Money and Property.** The revenue increase of \$0.03 million, or 0.6%, assumes the same interest income fund balance allocation as the prior year.
- **The PAMF Target Revenue.** The budget is based on the terms of the Development Agreement.



- **Vehicle in-Lieu.** Revenue is budgeted to increase by \$0.22 million, or 6.0%, based on information received from the County Controller's Office. While noted as an increase from the prior year budget, it is still \$2 million short of what should be received.

Recommended Budget Expenditure Assumptions

GENERAL FUND EXPENDITURES				
	2024-25 Revised	2024-25 Projected	2025-26 Proposed	2026-27 Proposed
Operating Budget Expenditures				
Salaries & Benefits	\$ 21,169,055	\$ 19,759,925	\$ 23,365,625	\$ 24,259,625
Legacy Obligations	3,797,500	3,806,000	4,223,800	4,886,600
Operating Expenditures	36,952,285	36,258,345	39,155,000	40,432,820
Capital Outlay	188,700	108,700	194,400	200,300
Total Operating Expenditures	\$ 62,107,540	\$ 59,932,970	\$ 66,938,825	\$ 69,779,345

Fiscal Year 2025-26 Expenditure Assumptions

The total General Fund expenditure amount is budgeted at \$66.94 million, an increase of 7.8% from the FY 2024-25 revised budget expenditures of \$62.11 million. As discussed above, the increase in expense includes the requested program and position changes.

- **Salaries and Benefits.** Projections have been funded at 100% based on all current Memorandum of Understanding (MOU) provisions with each of the City's labor groups and units.
 - **CalPERS pension retirement rates.** On March 10, 2025, the City Council approved a Resolution authorizing the transfer of \$4 million from the Unfunded Liability Reserve to pay down the CalPERS Unfunded Accrued Liability. The reserve was established several years ago to help offset the costs of pension and pension liabilities. The reserve was created from prior years' surpluses which are typically generated from salary and benefit savings from vacant positions. The paydown in the amount of \$4 million is anticipated to generate projected operating savings of approximately \$400,000 per year, which has been factored into this proposed budget.
 - **CalPERS medical rates.** The budget assumes the rates will continue to increase by approximately 10% per year.
 - **Other Post-Employment Benefits (OPEB).** These have been funded at approximately \$977,000 based on information received from the actuarial study completed in 2024. The budget represents funding for our retiree medical trust at 100% of the annual required contributions.
- **Legacy Obligations.** These obligations represent CalPERS unfunded obligations associated with the former Belmont-San Carlos Fire Joint Powers Authority (JPA) and the former San Carlos police department. The budget associated with the former JPA represents our 52.9% share of the annual unfunded liability, or approximately \$2.3 million. The annual unfunded obligation associated with the former police department is approximately \$1.9 million. As in prior years, the payment related to the former police



department will be credited back to the City by the San Mateo County Sheriff's Office under the current law enforcement services contract.

- **Operating Expenditures.** These increased by 6.0%, with overall professional services increasing for known contract arrangements and anticipated needs. In addition to professional services, operating expenditures include utilities, office and field program supplies, equipment leases, maintenance, and training.
- **Capital Outlay.** This has increased by 3.0% for assumed capital outlay needs and an inflationary factor.

Fiscal Year 2026-27 Expenditure Assumptions

The total General Fund expenditure is budgeted at \$69.78 million for ongoing expenditures, an increase of 4.2% from the FY 2025-26 proposed budget.

- **Salaries and Benefits.** Expenditures for the FY 2026-27 are proposed to be 3.8% higher than the proposed FY 2025-26 budget, taking into account projected increases in CalPERS retirement rates, medical rates, and OPEB contributions.
- **Legacy Obligations.** These proposed expenses are budgeted to increase by \$0.66 million, or 15.7%, over the FY 2025-26 proposed budget based on the remaining legacy obligations with CalPERS.
- **Operating Expenditures.** Operating expenditures increase by 3.3%, with overall professional services increasing for known contract arrangements and anticipated needs. In addition to professional services, the operating expenditures include utilities, office and field program supplies, equipment leases, maintenance, and training.
- **Capital Outlay.** Capital outlay expenditures have been increased by a 3% inflationary factor.

General Fund Recommended Budget Summary

The table to follow summarizes the current fiscal year revised budget and projections and the inclusion of all staff recommended additions for the FYs 2025-27 General Fund budget.



GENERAL FUND BUDGET				
	2024-25 Revised	2024-25 Projected	2025-26 Proposed	2026-27 Proposed
Est Beginning Fund Balance				
Unrestricted	\$ 2,729,714	\$ 2,729,714	\$ 2,003,841	\$ 1,355,320
Restricted	56,255,323	56,255,323	51,530,846	38,700,841
Est Beginning Fund Balance	\$ 58,985,037	\$ 58,985,037	\$ 53,534,687	\$ 40,056,161
Revenues	\$ 57,243,090	\$ 59,061,520	\$ 61,584,200	\$ 64,155,000
Salaries & Benefits	24,966,555	23,565,925	27,589,425	29,146,225
Operating Expenses	36,952,285	36,258,345	39,155,000	40,432,820
Capital Outlay	188,700	108,700	194,400	200,300
Net Allocations/Transfers In (Out)	4,271,100	4,271,100	4,975,100	5,115,700
Total Change in Operating Funds	(593,350)	3,399,650	(379,525)	(508,645)
Net Transfers to Capital Fund 25	(4,850,000)	(4,850,000)	(13,099,000)	(7,000,000)
Paydown of Unfunded balance	(4,000,000)	(4,000,000)	-	-
Net Change in Fund Balance	\$ (9,443,350)	\$ (5,450,350)	\$ (13,478,525)	\$ (7,508,645)
Est Ending Fund Balance				
Unrestricted	\$ 4,029,006	\$ 2,003,841	\$ 1,355,320	\$ 1,282,787
Restricted	45,512,681	51,530,846	38,700,841	31,264,730
Est Ending Fund Balance	\$ 49,541,687	\$ 53,534,687	\$ 40,056,161	\$ 32,547,517

The fully funded staff and City Council recommended budget results in unrestricted fund balances for FY 2025-26 and FY 2026-27 at approximately \$1.36 million and \$1.28 million, respectively. These balances are projections, and the savings achieved throughout the years will increase these balances accordingly.

As in prior years, included in the FY 2025-26 and FY 2026-27 budgets are recommendations to transfer capital reserves from the General Fund to the Capital Projects Fund (Fund 25). The recommended transfer amount for FY 2025-26 is \$13.1 million and for FY 2026-27 is \$7.0 million. These transfers are necessary to fund improvements to City infrastructure, facilities, and other capital needs.

WASTEWATER (SEWER) FUND BUDGET

The Wastewater, or Sewer, Fund is used to account for sewage treatment, transmission, major replacements, and improvements to the City's sewer system. Revenues received can only be used to fund sewer-related projects. The table below summarizes the current year's revised budget and projections and the FYs 2025-27 proposed budgets for the Wastewater Fund (Fund 0006).



WASTEWATER (SEWER) FUND BUDGET				
	2024-25 Revised	2024-25 Projected	2025-26 Proposed	2026-27 Proposed
Est Beginning Fund Balance	\$ 89,619,427	\$ 89,619,427	\$ 85,103,476	\$ 79,568,776
Revenues	\$ 27,746,000	\$ 24,469,000	\$ 28,897,800	\$ 28,743,100
Salaries & Benefits	2,614,200	2,279,400	2,827,200	2,934,500
Operating Expenses	4,793,200	4,793,200	6,206,300	6,071,900
Debt Service	6,401,600	6,401,600	4,692,000	4,690,000
Adjustment to SVCW Investment				
Capital Project Expenditures	11,282,651	11,282,651	15,277,300	12,426,400
Net Allocations/Transfers In (Out)	(4,228,100)	(4,228,100)	(5,429,700)	(5,603,200)
Net Change in Fund Balance	\$ (1,573,751)	\$ (4,515,951)	\$ (5,534,700)	\$ (2,982,900)
Est Ending Fund Balance				
Restricted	\$ 88,045,676	\$ 85,103,476	\$ 79,568,776	\$ 76,585,876
Est Ending Fund Balance	\$ 88,045,676	\$ 85,103,476	\$ 79,568,776	\$ 76,585,876

Below are the highlights of the assumptions used in developing the FYs 2025-27 Proposed Wastewater budget.

- **Revenues.** Budgeted at \$28.9 million, this represents an increase of \$1.2 million, or 4.2%, over the revised FY 2024-25 budget and includes the sewer rate increases of 3% as previously approved by the City Council and sewer impact fees anticipated from large-scale development projects. Revenues are used to fund the capital improvements outlined in the City's Sewer Master Plan. Revenues are also used to fund the debt service associated with Silicon Valley Clean Water's (SVCW) improvements to wastewater treatment infrastructure. The proposed amount for FY 2026-27 is projected to decrease by 0.5% compared to the FY 2025-26 proposed budget primarily due to the one-time connection fees in FY 2025-26.
- **Salaries and Benefits.** Budgeted amounts are based on all known MOU provisions and the additional funding for the post-employment benefits, similar to the General Fund.
- **Silicon Valley Clean Water (SVCW).** Plant operations are budgeted at \$5.3 million, or 35% higher than the prior year. The budget is based on the Long Range Financial Plan provided by SVCW in January 2025 and the SVCW Adopted Budget that was approved by the SVCW Board in February 2025. FY 2025-26 expenditures include an additional \$0.5 million to increase reserves for capital expenditures. The proposed budget for FY 2026-27 is projected to be \$5.2 million, as it doesn't include as large of a reserve payment.
- **Other Operating Expenditures.** Budgeted at \$0.9 million for FY 2025-26 and FY 2026-27, this is relatively the same level as the FY 2024-25 revised budget. This expenditure category also includes utilities, field program supplies, office supplies, equipment maintenance, and training.
- **Bond Payments.** Budgeted at \$4.7 million, or \$1.7 million lower than the prior year, this category includes the debt service payments and the estimated State Revolving Fund (SRF) loans. The debt service payments are directly tied to the timing of the bond issuance and the payments on the SRF loans used for capital infrastructure at the sewer treatment facility. FY 2025-26 no longer includes the cash in lieu payment in the amount of \$2.1 million that was required to be paid in FY 2024-25. The proposed amount for FY 2026-27 is flat compared with the proposed FY 2026-27 budget.



- **Capital Projects.** These are budgeted at \$15.3 million and \$12.4 million for FY 2025-26 and FY 2026-27, respectively. Additional detail on the capital projects has been included in the Wastewater section of the budget book.

OTHER REVENUE FUNDS BUDGET

The Other Revenue Funds are used to account for revenue sources for which expenditures are restricted by law or administrative action to specific purposes. The Other Revenue Funds include National Pollutant Discharge Elimination System (NPDES) (Fund 0015), and the Police Grants (Fund 0017).

The table below summarizes the current year's revised budget and projection and the FYs 2025-27 proposed budget for the Other Revenue Funds. The Library Tenant (Fund 0095) will be closed at the end of FY 2024-25 following the early payoff of the General Obligation Bond for the construction of the library and is therefore not included in the table below.

OTHER REVENUE FUNDS BUDGET				
	2024-25 Revised	2024-25 Projected	2025-26 Proposed	2026-27 Proposed
Est Beginning Fund Balance	\$ 1,208,763	\$ 1,208,763	\$ 1,188,763	\$ 950,563
Revenues	\$ 906,800	\$ 935,900	\$ 921,700	\$ 935,600
Operating Expenses	298,100	298,100	306,900	316,000
Net Alloc/Transfers In (Out)	(657,800)	(657,800)	(853,000)	(875,800)
Net Change in Fund Balance	\$ (49,100)	\$ (20,000)	\$ (238,200)	\$ (256,200)
Est Ending Fund Balance	\$ 1,159,663	\$ 1,188,763	\$ 950,563	\$ 694,363

Below are the highlights of the assumptions used in developing the proposed FYs 2025-27 Other Revenue budgets.

- **Revenues.** These are budgeted to increase by \$0.01 million, or 1.6%, in FY 2025-26 and then increase by \$0.01 million, or 1.5%, in FY 2026-27. The main revenue source for the NPDES fund is the NPDES fees collected through the County of San Mateo. The revenue for the Police Grant fund is the Citizens' Option for Public Safety (COPS) program.
- **Operating Expenditures.** These include: utilities; field program supplies; annual permit renewal from the Bay Area Air District; equipment maintenance; and motorcycle law enforcement. The proposed expenditures for both FY 2025-26 and FY 2026-27 remain relatively flat.
- **Net Allocations and Transfers.** FY 2025-26 and FY 2026-27 reflect additional transfers from the Police Grant Fund to the General Fund to help pay for the Downtown Services Unit.

**OTHER PROGRAM FUNDS/INTERNAL SERVICE FUNDS**

The Other Program Funds are used to account for special activities and services performed by a designated department for other departments on a cost reimbursement basis. The Other Program Funds include: Workers Compensation (Fund 0032); General Liability (Fund 0033) and Post-Employment Benefits (Fund 0035). The Library Tenant Debt Service Fund (Fund 0093) will be closed at the end of FY 2024-25 following the early payoff of the General Obligation Bond for the construction of the library and is therefore not included in the table below.

OTHER PROGRAM FUNDS				
	2024-25 Revised	2024-25 Projected	2025-26 Proposed	2026-27 Proposed
Est Beginning Fund Balance	\$ 1,553,950	\$ 1,553,950	\$ 1,312,542	\$ 1,533,642
Revenues	\$ 1,219,200	\$ 1,275,300	\$ 1,198,300	\$ 1,233,100
Operating Expenses	3,574,600	3,435,609	3,983,900	4,265,100
Capital Outlay Expenditures	1,000	1,000	1,000	1,000
Net Allocations In (Out)	1,919,900	1,919,900	3,007,700	3,114,000
Net Change in Fund Balance	\$ (436,500)	\$ (241,409)	\$ 221,100	\$ 81,000
Est Ending Fund Balance	\$ 1,117,450	\$ 1,312,542	\$ 1,533,642	\$ 1,614,642

Below are the highlights of the assumptions used in developing the FYs 2025-27 Other Program Funds proposed budgets.

- **Revenues.** These are budgeted to decrease by \$0.02 million, or 1.7%, in FY 2025-26 to reflect the use of prior year fund balances to help offset the costs of insurance and other post-employment benefits. The proposed amount for FY 2026-27 is projected to increase by \$0.03 million, or 2.9%, over FY 2025-26 to account for inflationary adjustments.
- **Insurance Expenses.** These are budgeted to increase by \$0.4 million, or 17.3%, in FY 2025-26. The City is a member of the Pooled Liability Assurance Network Joint Powers Authority (PLAN JPA) for general liability and property insurance. The insurance renewal market is extremely challenging and it's become more difficult to find coverage at reasonable rates since providers are leaving the market. Based on the actuarial studies, the City's insurance rates are estimated to increase 10% for general liability and 20% for property. In addition, workers compensation insurance rates are estimated to increase significantly as we look toward a new provider. The City currently is a member of the Cities Group JPA for workers compensation and that JPA is anticipated to dissolve later this year. The budget includes an increase of \$0.3 million to cover the increase in premiums expected from a new provider.
- **Other Post Employment Obligations.** The expenditure budgets for FY 2025-26 and 2026-27 include a contribution of approximately \$1.1 million and \$1.2 million, respectfully, for the post-employment benefits based on information received from the actuarial study completed in 2024. The budget represents funding for our retiree medical trust at 100% of the annual required contribution and approximately 100% of the longevity trust annual required contribution based on the previous study. The City's pay-as-you-go amount totals approximately \$0.9 million annually.

**CAPITAL PROJECT FUNDS BUDGETS**

The Capital Project Funds include: Equipment Replacement (Fund 0010); Measure A (Fund 0014); Gas Tax (Fund 0016); Measure W (Fund 0018); General Capital (Fund 0025); Child Care Impact Fee (Fund 0026); Park In-Lieu (Fund 0027); Housing In-Lieu (Fund 0029); and Low and Moderate Income Housing (Fund 0031).

The capital project budget funds major one-time and on-going infrastructure improvement needs including: resurfacing and sidewalk projects; traffic safety improvements; park construction and improvements; storm drainage improvements; facility improvements; and enterprise technology projects. Funds are often accumulated in this budget over a period of years and are spent when a sufficient amount of revenue is available to pay for desired projects.

CAPITAL PROJECT FUNDS				
	2024-25 Revised	2024-25 Projected	2025-26 Proposed	2026-27 Proposed
Est Beginning Fund Balance	\$ 73,411,883	\$ 73,411,883	\$ 30,606,466	\$ 52,993,013
Revenues	\$ 27,957,757	\$ 13,458,157	\$ 39,815,000	\$ 20,324,900
Operating Expenses	1,349,900	1,362,440	1,424,270	1,422,694
Capital Project Expenditures	73,263,361	60,222,161	27,403,083	20,379,100
Net Allocations In (Out)	4,667,270	5,321,027	11,398,900	5,249,300
Net Change in Fund Balance	\$ (41,988,234)	\$ (42,805,417)	\$ 22,386,547	\$ 3,772,406
Est Ending Fund Balance	\$ 31,423,649	\$ 30,606,466	\$ 52,993,013	\$ 56,765,419

Capital Improvement Program Budget for FY 2025-26 through FY 2029-30

The City Council was presented with a Five-Year Capital Improvement Program Budget as part of the Budget Study Session held on April 29, 2025. As there are many approved projects, a detailed listing of the proposed changes in funding for these projects can be found in the Capital Improvement Program section of this budget document.

Capital Improvement Program – Unfunded List: As we have done in previous budgets, the five-year Capital Improvement Program contains a list of unfunded projects. This list shows projects that are desirable but are currently beyond the means of the City to fully fund and construct. These projects total approximately \$364 million. A complete list of Unfunded Capital Projects may be found in the Capital Improvement Program staff report.

GENERAL FUND RESERVES

The Government Finance Officers Association (GFOA) has issued its best practice in determining the appropriate level of unrestricted fund balance in the General Fund to be at a minimum of no less than two months of regular general fund operating revenues or expenses, which equates to approximately 17%. The GFOA definition of Unrestricted Fund Balance includes three general categories: Committed Fund Balance; Assigned Fund Balance; and Unassigned Fund Balance.

When looking at the total reserve percentages, all categories need to be considered. In the Annual Comprehensive Financial Report, the categories that make up the unrestricted fund balance as defined by the GFOA are the following: Economic Uncertainty Reserve; Strategic Property Acquisition Reserve; Unfunded Liability Reserve; Facility and Infrastructure Reserve; and the Unassigned Fund balance. For our purposes, we will consider our reserves to be those defined



as committed and assigned, as noted in the following chart. Even excluding the unassigned fund balance, the City maintains healthy reserves well above the GFOA best practice guidelines.

As a general practice, reserves should not be used to offset annual operating expenses as these are not a continuous sources of funding. However, as noted above, it is recommended that the unassigned fund balance be used for the next two years until there is more certainty with the economy.

RESERVE FUND BALANCES - GENERAL FUND						
	Projected FY 24-25	% of FY 25 Exp	Proposed FY 25-26	% of FY 26 Approp	Proposed FY 26-27	% of FY 27 Approp
Committed Fund Balances:						
Economic Uncertainty	\$ 10,188,605	17.0%	\$ 11,379,600	17.0%	\$ 11,862,489	17.0%
Strategic Property Acquisition	12,191,795		12,191,795		12,191,795	
Assigned Fund Balances:						
Unfunded Liabilities	3,000,000		2,600,000		2,200,000	
Facility/Infrastructure	23,990,500		10,891,500		3,891,500	
Ending Reserve Balances	\$ 49,370,900	82.4%	\$ 37,062,895	55.4%	\$ 30,145,784	43.2%
Unassigned Fund Balance	2,003,841		1,355,320		1,282,787	
Nonspendable Fund Balances	2,159,946		1,637,946		1,118,946	
Total Ending Fund Balance	\$ 53,534,687		\$ 40,056,161		\$ 32,547,517	

- **Economic Uncertainties Reserve.** The City established an Economic Uncertainties Reserve that is equivalent to at least 12.5% of the City's General Fund expenditures, with a funding goal closer to 20% being highly desirable.
- **Strategic Property Reserve.** In October 2010, the City Council approved and authorized the establishment of a Strategic Property Acquisition Reserve. Appropriations from this reserve can only be made by formal action of the City Council. Generally, appropriations and access to these funds will be reserved for funding strategic property acquisitions by the City.
- **Assigned Reserves for Specific Purpose.** As per Governmental Accounting Standards Board (GASB) Pronouncement 54 for Fund Balances, assigned fund balances include amounts that are constrained by the government's intent that they be used for specific purposes. As per the Council's direction, the City Manager is authorized to assign amounts for a specific purpose. After the audit is complete, staff reviews the prior year savings and recommends transfers into these funds. The current assigned fund balance is for Unfunded Liabilities, and Facilities and Infrastructure Improvements.

The Facility and Infrastructure Reserve was created as a way to use savings generated from prior fiscal years to help pay for capital projects. Transfers from this reserve are made annually to the General Capital Improvement Fund to fund projects.



BUDGET THREATS

Although the City has been able to successfully navigate the ups and downs of the economy and pandemic-related closures, many significant internal and external threats to the City's long term fiscal sustainability still exist.

These threats include:

- Uncertainties resulting from policy changes at the federal level, including tariffs and federal funding cuts that may impact consumer spending and slow development activity;
- Significant increases in street resurfacing needs and our ability to keep up with street repairs;
- Rising public safety costs;
- Uncertainties with the CalPERS retirement investment assumptions and changes to the CalPERS amortization and smoothing policies, which will drive the City's CalPERS rates higher each year;
- Healthcare costs continue to grow at super-inflationary rates;
- Increased costs related to stormwater; and
- As noted above, uncertainties with Vehicle In-Lieu funding from the County of San Mateo.

Financial sustainability remains a high priority for San Carlos. To that end, City staff will continue to seek ways to be as efficient as possible in providing services to the public. The City will continue to consider appropriate economic development and tax revenue generation projects that are viable for San Carlos.

ACKNOWLEDGEMENTS

We take this opportunity to thank San Carlos staff for their continued cooperation and participation in preparation of the FYs 2025-27 budget document. A special thank you is extended to Financial Services Manager Paul Harris, Senior Accountant Marco Lao, Senior Accountant Paula Decano, Senior Management Analyst Jenny Liu, and Administrative Assistant Madeleine Payumo, for their efforts in bringing this document forward.

As the City enters its next century, this budget lays the groundwork for a community that is **resilient, inclusive, and future-ready**. It supports the City Council's strategic priorities while reflecting the input and aspirations of our residents. We remain committed to transparency, innovation, and collaboration as guiding principles in every financial decision.

Respectfully Submitted,

Jeff Maltbie,
City Manager

Rebecca Mendenhall,
Administrative Services Director



READER'S GUIDE TO THE BUDGET

Purpose

The budget is an instrument that sets policy, summarizes public service programs provided by the city government, and explains how the programs are funded. It is the biennial plan for coordinating revenues and expenditures. The budget presented covers the period of July 1, 2025 to June 30, 2027. The amounts shown for FY 2025-26 and FY 2026-27 are proposed and subject to adoption through an appropriation resolution by the City Council. Highlighted below are some of the larger sections of the budget document.

Budget Overview

This section provides the City Manager's transmittal letter to the City Council, a budget-in-brief summary, a basis of the budget and accounting process, a budget calendar, statistical information, and a summary of the recent community survey. Within this section, are also the financial policies and information on the City's strategic plan and objectives.

Financial Policies

This section provides the reader with the most recently adopted financial policies, debt management policies and procedures, and investment policy. In June 2008, the City Council approved financial policies formalizing longstanding practices that have been used in the past to prepare the budget. These policies were established to ensure that the City's finances are managed in a manner that will:

1. Continue to provide for the delivery of quality services;
2. Maintain and enhance service delivery as the community grows, in accordance with the General Plan;
3. Guarantee a balanced budget to ensure that the City is always living within its means; and
4. Establish reserves necessary to meet known and unknown future obligations.

Strategic Plan and Objectives

The Strategic Plan is developed through an annual process that involves the City Council and City executive staff in facilitated, collaborative working sessions. The process is completed early each year so that the Strategic Plan can be incorporated into the City's budget.

The plan is a document comprised of the City's mission, vision and core values statements, the strategic goals and objectives for the next planning period, and detailed work plans that will accomplish the goals. Also included in this section is a summary of the projects that have been identified and proposed to achieve these goals.

Financial Summaries, Revenues and Expenditures

This section provides an overview of the fund structure, including a chart that defines the 16 separate funds in the City. It also includes fund balance summaries, revenue and expenditure summaries, discussion of major revenue sources, and information on the City's top two revenue sources: property and sales tax.

**Department Program Budgets**

This section provides organization charts and detailed budget information by program for every department. This includes a brief description of the department's major services, personnel resources, department objectives, past accomplishments, goals for the next two fiscal years, and revenue and expenditures by department and division. Performance measures for each program are included in program budget pages to measure the program's outcome and impact.

Personnel

This section provides a summary of the City's compensation and benefit programs, an analysis of the City's Calpers pension plans and the respective funding status of each, and a breakdown of all employee classifications citywide and by department.

Capital Improvement Program

This section includes a summary highlighting the five-year Capital Improvement Program (CIP) both by fund and category. Each project has its own page with additional information on the project and proposed timeline for completion, as well as revenues or funding sources and capital and operating expenditures. The Unfunded CIP List shows projects that have been identified but not yet included in the funding recommendations.

Debt Service

This section includes financial data on the City's current debt obligations, the relationship between current debt levels and legal limits, and the effects of existing debt levels on current operations. In addition to the five-year debt schedule and obligations, it also includes the most current bond rating.

Glossary

The glossary provides definitions of budget-related terminology and acronyms found throughout the document.

**TOP 10 FREQUENTLY ASKED BUDGET QUESTIONS**

1) How much of my property tax payment goes to the City?

Approximately 13.28% of your property tax bill goes to the City of San Carlos. For example, if you have a property assessment of \$2,000,000, even though your property tax bill is \$20,000, only \$2,654.40 goes to the City. This is due to the limits that were established by Proposition 13 in the late 1970s. Please see the table below for a breakdown of a property tax dollar:

Taxing Entities	Percentage of Distribution
ERAF Share of San Mateo County	11.928%
San Mateo County	15.220%
San Carlos Elementary General Purpose	21.270%
Sequoia High General Purpose	17.890%
ERAF Share of San Carlos General Fund	2.462%
San Carlos General Fund	10.810%
San Mateo Junior College General Purpose	7.770%
County Education Tax	4.040%
County Library	3.960%
Mid-Peninsula Regional Open Space	2.100%
Sequoia Hospital District	1.677%
County Harbor District	0.404%
Bay Area, Air Pollution	0.239%
Mosquito Abatement	0.220%
Total	100.000%

2) What are the major categories of property tax?

The major categories of property tax include residential, commercial, industrial, unsecured, and other. Please see the chart below for parcel and taxable value information.

FISCAL YEAR 2024-25			
Category	# Parcels	Net Taxable Value	% of Total
Residential	10158	\$ 12,784,101,799	72.7%
Commercial	470	\$ 1,791,094,634	10.2%
Industrial	389	\$ 2,294,159,141	13.0%
Unsecured		\$ 593,127,569	3.4%
Other	285	\$ 131,482,071	0.7%
Totals	11302	\$ 17,593,965,214	100.0%

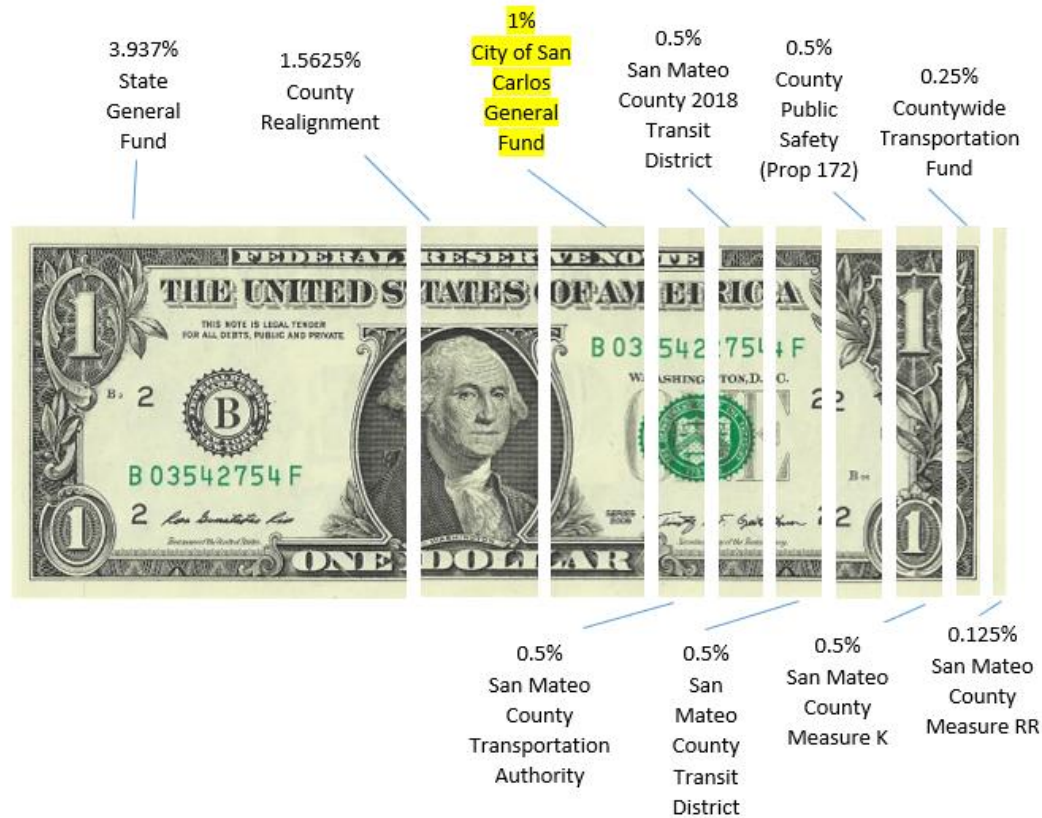
Although there are more residential parcels than commercial, the top 10 property owners are comprised of mostly commercial and industrial properties.



Top 10 PROPERTY OWNERS FISCAL YEAR 2024-25				
	Owner	Use Type	Net Taxable Value	% of Total
1	Are-San Francisco No 63 LLC	Industrial	\$ 629,545,496	3.58%
2	Bgogc-150 Industrial Owner LLC	Industrial	257,476,000	1.46%
3	SC Transit Village LLC	Residential	166,145,625	0.94%
4	Brittan West Owner LLC	Industrial	145,762,548	0.83%
5	BMR-201 Industrial Rd LLC	Industrial	135,710,123	0.77%
6	San Carlos Partners LLC	Industrial	121,105,218	0.69%
7	ARE San Francisco No 92 Holding LLC	Industrial	118,812,846	0.68%
8	777 Industrial Owner LLC	Commercial	116,632,143	0.66%
9	Equity One San Carlos LLC	Commercial	104,879,143	0.60%
10	BP3-SF9 Skyway Road LLC	Commercial	104,040,000	0.59%
Top 10 Total			\$ 1,900,109,142	10.80%

3) What is the City's sales tax rate and how much goes back to the City?

The City's sales tax rate is 9.375%, out of which 1% goes back to the City. For example, if a purchase is made in the amount of \$100, sales tax is \$9.37, but only \$1 goes to the City. The rest of the sales tax goes to various entities. Please see the graphic below for a breakdown of where sales tax dollars are distributed:





4) What are the major sources of sales tax?

Major sources of sales tax include the following industry groups:

- Autos & Transportation
- Building & Construction
- Business & Industry
- Food & Drugs
- Fuel & Service Stations
- General Consumer Goods
- Restaurants & Hotels

Please see Sales Tax by Major Industry Groups bar chart on page 161.

5) What are the different type of City funds?

The City has several different funds including the following:

- **General Fund.** The General Fund is the primary operating fund of the City and is used to account for most day-to-day activities.
- **Enterprise (Sewer) Fund.** The Enterprise Fund or Wastewater (Sewer) Fund is used to account for City operations that are financed and operated like a private business.
- **Other Revenue Funds.** Revenue funds are used to account for revenue sources for which expenditures are restricted, by law or administrative action, to specific purposes.
- **Capital Funds.** The Capital Funds are used to account for the acquisition or construction of major capital improvements, other than those financed by the Enterprise Fund.
- **Internal Service Funds.** The Internal Service Funds are used to account for special activities and services performed by a designated department for other departments on a cost reimbursement basis.

Please see City of San Carlos Fund Structure on page 119 for additional information on all the budgetary funds.

6) What are other sources of revenue?

Sales and property tax are two of the largest sources of revenue. Aside from sales and property tax, the other sources of revenue are:

- Transient Occupancy Tax is tax paid by the hotels guests and remitted by the hotels to the City.
- Licenses & Permits is revenue generated by construction permits.
- Use of Money & Property is revenue generated from property rentals, lease income, four digital billboards, and investment income.
- Vehicle in-Lieu is revenue generated by vehicle registration fees.



- Capital Projects Funding includes a solid waste franchise fee, Excess Education Revenue Augmentation Fund (ERAF), Measure A, Measure W, Measure M, gas tax, Child Care fund, user fees, grants, developer fees, traffic impact fee, housing in-lieu fee, and the commercial linkage fee.
- Fines & Forfeitures/PAMF Revenue includes vehicle code fines, building permit violations, parking fines, non-sufficient funds charge, and revenue based on the terms of the development agreement with the Palo Alto Medical Foundation (PAMF).
- Business Registration/Other Tax is generated by a registration fee paid by all businesses operating within the city and franchise fees.
- Other Revenue Categories includes cost reimbursements from other agencies.
- Charges for Services includes development plan check fees and recreation programs and reservations.
- Enterprise Revenue includes fees related to sewer service assessment and connection.

Please see the Revenues section of the budget book on page 139 for the adopted revenue.

7) What has the City done to reduce costs for taxpayers?

For over a decade, the City has been a strong advocate for shared services. Our shared services model has proven very successful in reducing our costs while increasing or maintaining the same level of service for the community. Contracting with larger agencies for public safety provides far more resources to pull from in response to emergency situations. In addition, the City can help offset the administrative costs of the other agency by sharing these resources. The City has the following shared service agreements:

- Law Enforcement Services (Police Services) contracted with the County of San Mateo Sheriff's Office since 2010.
- Dispatch Services contracted with the County of San Mateo since 2012.
- Fire and Emergency Services contracted with the City of Redwood City since 2013.

In addition to shared service arrangements, the City implemented pension reforms and/or tiers prior to the passage of the State Public Employees' Pension Reform Act of 2013 ("PEPRA"). The reforms included reduction of pension benefits and the elimination of employer paid retiree health benefits for employees hired after 2009. These reforms reduced the long-term obligations of the City by millions of dollars.

8) How many employees work for the City?

There are 104 budgeted positions for the City for Fiscal Year 2025-26. Please see the Personnel Summary section of the budget on page 375 for position changes and positions by department.



9) What are the Five-Year Capital Improvement Projects?

There are a number of Capital Improvement Projects. For information on these projects, please see the Capital Improvement Program section on page 383 of the budget book.

10) What is the total budget of the City?

The total budget for the City for Fiscal Year 2025-26 is \$129,060,778. The total General Fund budget is \$66,938,825.

The total budget for the City for Fiscal Year 2026-27 is \$122,286,039. The total General Fund budget is \$69,779,345.

SAN CARLOS THROUGH THE YEARS - 1800S



THE SAN CARLOS, PIONEER OF ALL THE SHIPS THAT HAVE SAILED THROUGH THE GOLDEN GATE.

A New Town.

REDWOOD CITY, August 25th.—The model town promised San Mateo county two years ago is now an assured fact, by the purchase of Timothy Guy Phelps' property by a syndicate of San Francisco capitalists. This tract lies ten minutes nearer San Francisco than Menlo Park, and possesses all the advantages of climate that the latter does. This is the most important sale that has been made in the county, and involves a large amount of money. The men who have taken hold of this project mean business. A big hotel, model water facilities, gas or electric lighting, etc., are contemplated. A beautiful stone depot is to be erected soon, the stone to be taken from the fine quarry of N. J. Brittan. The town will probably be known as the town of "Phelps."

The Neat Structure to be Erected by the Railroad People.

Says the *San Francisco Chronicle*:

San Carlos is a new town on the San Jose line of the Southern Pacific, about twenty-five miles from this city, between the villages of Belmont and Redwood City. It boasts few inhabitants as yet, but it has great prospects. Its citizens are enterprising, and are anxious to secure for their town something to mark it as a growing place and give it prominence in the eyes of visitors to San Mateo county. They therefore regard with great satisfaction the intention of the Southern Pacific Company to erect there the first stone railway station to be built in this State. Other towns may have larger and more costly stations, of wood or of brick, but San Carlos holds its head very high as the prospective possessor of a station of imperishable stone.

The plans for the building as exhibited yesterday at Fourth and Townsend streets are more elaborate than for many other stations in towns of much greater size. It has interior ladies' and gentlemen's waiting-rooms, very neatly and commodiously arranged, and a porch-like waiting-room outside, which the San Carlos passengers will use in warm weather. The building will be of buff Santa Clara sandstone. It will be rather plain and a story and a half high, but the exterior will be rendered very attractive and artistic by a Queen Anne roof, to be constructed of Placer county slate.

The depot will cost about \$8,000 and will be finished in November.

The town of Phelps.

The success of the town of Phelps becomes daily more assured. The purchasers have been over the ranch and have engaged Mr. Alfred Poett to lay out the town site. Bituminous sidewalks will be a feature of the town streets. Although the exact acreage of the purchase has not yet been decided upon, it is more than probable that the whole ranch, except the strip east of the road, will be secured, thereby securing the fine building sites on the slopes adjoining or near the Alameda de las Pulgas. The more one learns about this late project for county development, the more one sees in it to admire.

June 09, 2025

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BASIS OF BUDGETING AND ACCOUNTING

BASIS OF BUDGETING

The City of San Carlos budget document contains revenues, appropriations, and other financial information pertaining to all City operating and capital budgets, including the five-year Capital Improvement Program and the proprietary funds. The City's budget goal is to achieve a balanced budget with revenues, including reimbursements or transfers from other funds for services provided, equal to or greater than expenditures.

The budgets of governmental fund types (General Fund, Other Revenue, and Capital Projects Funds) of the City are budgeted and accounted for using the modified accrual basis of accounting, which recognizes revenues when they become susceptible to accrual – i.e., measurable and available. Expenditures are recognized when the fund liability is incurred. The accrual basis of accounting is generally used to budget for the Enterprise Funds and Internal Service Funds, except for depreciation, debt principal payments, and capital outlay (see Basis of Accounting below).

The City's accounting system is maintained on a fund basis in accordance with governmental accounting standards. Each fund is considered a separate accounting entity with a self-balancing set of accounts that record assets, liabilities, fund equity, revenue, and expenditures. The appropriated budget is prepared by fund, function/program (e.g. public safety), and department (e.g. Community Development).

Budgetary control is maintained at the department/program level. Department directors may make transfers of appropriations within a department. Transfers of appropriations between departments, but within the same fund, can be approved administratively (by the Administrative Services Director or City Manager). However, transfers of appropriations that change total fund appropriations must be approved by the City Council.

Departments monitor and control budgets using the City's financial system, through reports of revenue, and expenditure accounts. The financial system monitors expenditures at the line item budget level, immediately notifying the requestor of available funding levels. The City Council is also provided with a quarterly financial status report that reflects year-to-date expenditures and revenues compared to budget. In addition, a financial status report and five-year forecast are included as part of the mid-cycle budget review and adjustment process, which is completed every other spring and submitted to the City Council for review and approval.

BASIS OF ACCOUNTING

The Annual Comprehensive Financial Report (ACFR) presents the status of the City's finances in accordance with Generally Accepted Accounting Principles (GAAP). In most cases, this conforms to how the City prepares its budget. Exceptions are as follows:

- Compensated absences are recorded as earned by employees (GAAP basis), as opposed to being expended when paid (Budget basis)
- Principal payments on long-term debt within the Debt Service Fund reduce the amount of debt remaining on a GAAP basis, as opposed to being expended on a Budget basis
- Capital Outlay is recorded as assets on a GAAP basis and expended on a Budget basis



- Depreciation expenses are recorded on a GAAP basis only

The governmentwide proprietary funds and fiduciary funds financial statements are prepared using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place.

Governmental funds including major and other governmental funds (non-major funds) are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under this method, revenues are recognized when measurable and available. The City considers revenues reported in the governmental funds to be available if the revenues are collected generally within 60 days after year end. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on general long-term debt, including lease liabilities, as well as claims and judgements and compensated absences, which are recognized as expenditures to the extent they have matured. Governmental capital assets acquisitions, including entering into contracts which give the City the right to use leased assets, are reported as expenditures in governmental funds. Proceeds of governmental long-term debt and financing through leases are reported as other financial sources.



BUDGET PROCESS AND CALENDAR

BUDGET PROCESS

The City's Municipal Code requires the City Manager to prepare and submit a proposed biennial budget to the City Council for approval. California Government Code Section 53901 requires that the City provide a copy of the adopted budget to the County Controller (Auditor) of San Mateo County within 60 days after the beginning of the fiscal year or before August 31.

The budget process commences six months prior to the beginning of the next fiscal year. The budget calendar establishes the timeline for the process, dates for submission of department requests, budget work sessions, and public hearings leading to final adoption of the budget.

The philosophy employed in creating this budget has been to focus the City's efforts in continuing to provide quality "core" municipal services in the most efficient way possible.

Budget Development Process and Timeline

Prior to preparation of department budgets, the City Manager, Assistant City Manager, Administrative Services Director, and Financial Services Manager provide guidance to the departments related to economic outlook and parameters for budgeting.

Budget Preparation for FYs 2025-27 Commences. In developing the base budgets for FYs 2025-27, staff made a number of revenue and expenditure assumptions. All of these assumptions were based on the projections and economic conditions known between January and March 2025 and reflect the adjustments approved by the City Council.

Strategic Planning. In January 2025, the City Council and Executive Management staff continued the annual strategic planning process begun in FY 2005-06. As part of this budget process, the City retained two facilitators to lead us through the City's strategic planning process. The process resulted in the review of the City's mission statement, vision statement, core values, and the establishment of six primary goals and several supporting objectives. Many objectives from this strategic planning process have been funded in this budget. The City Council appropriates the funds necessary to meet operating and capital activities and the adopted strategic goals and objectives. Budgetary adjustments are only considered within the framework of the adopted budget and the City Council's directions, goals, and policies. This meeting was open to the public and the public was given an opportunity to comment.

Department Requests. In February 2025, City departments were provided with base budgets for FYs 2025-27 that included known increases in salaries and benefits, increases related to existing professional services contracts, and inflationary increases for operational expenditures. The revised budget and projections were also provided to the departments at that time. Department requests received were based on budget instructions and were related to the organization's program objectives and the priorities of the City. The requests were received and compiled by finance staff. The Assistant City Manager, Administrative Services Director, and the Financial Services Manager met with each department individually to discuss and finalize the recommended budget options that were submitted for the Council's consideration during the Budget Study Session.

Budget Study Session Held. On April 29, 2025, the City Council held a study session to discuss the general overview of the budget process, department responsibilities, accomplishments, goals, and recommendations for both the operating and capital budgets for FYs 2025-27. A Five-Year Capital Improvement Program Budget was also discussed and presented as part of the Budget Study Session. Based on directions from the City Council, the proposed changes from those study sessions have been incorporated into the proposed budget document. This meeting was open to the public,



broadcast on the City's TV channels, and available on the City's website following the meeting. The public was notified in advance of the meeting and allowed time to comment.

Budget Adoption. On June 9, 2025, staff will present the Proposed City of San Carlos Biennial Budget for Fiscal Years 2025-27, including both Operating and Capital Budgets, for adoption. This meeting is also open to the public, broadcast on the City's TV channels, and available on the City's website following the meeting. The public was notified in advance of the meeting and allowed time to comment.

Performance Measurements

Over a decade ago, the City transitioned from annual departmental budgeting to a full program and performance-based biennial budget. Program and performance-based budgeting focuses decisions around results and services versus organizational units; emphasizes performance over line items; shows the cost (budget) of services and the level of service available for the cost; provides a structure to consider programs as they contribute to City goals and outcomes; and serves as an investment perspective with dialog about the right service for the right price.

The City uses several different tools to accumulate performance data, including employee surveys, resident satisfaction surveys, and internal performance measurement activities. Included in this budget document are the results of a resident satisfaction survey that was completed in February 2025.

This year, staff did a thorough review of these measures and updated the format to bring more value to the reader. Performance measures are now defined with an explanation showing what it tracks, a purpose section discussing why it is important, and a status section reflecting progress. Workload measures are now tracked separately.

Overhead Cost Allocation Method

In an effort to clarify and simplify the allocation process, staff worked closely with professional consultants to develop a methodology and a model to ensure the equitable allocation of overhead costs to departments in a manner that is both transparent and sustainable. Through this approach, each department's budget reflects total departmental costs, including all staff assigned to the department. The model calculates how much should be recovered from other City funds, based on average time spent on other/non-General Fund programs, as well as employing other service utilization factors. These indirect and direct overhead costs are represented as cost allocations or transfers to and from department budgets as indicated in the chart below.

RELATIONSHIP BETWEEN DEPARTMENTS AND FUNDS					
Functional Units	General Fund	Sewer Enterprise Fund	Other Revenue Funds	Capital Funds	Internal Service Funds
City Council	X	X	X	X	X
City Manager	X	X	X	X	X
City Attorney	X	X	X	X	X
City Clerk	X	X	X	X	X
City Treasurer	X	X	X	X	X
Administrative Services	X	X	X	X	X
Community Development	X			X	
Parks and Recreation	X				
Public Safety	X		X		

Budgetary Reserves

The City Council has established the Fund Balance Policy, updated as of May 12, 2025, which is included in the Financial Policies section of this budget document. The General Fund balances for



FYs 2025-27 are detailed in the table below. Percentages of total operating expenditures are also listed, where appropriate, to demonstrate the level of reserves as governed by the City's Fund Balance Policy.

RESERVE FUND BALANCES - GENERAL FUND						
	Projected FY 24-25	% of FY 25 Exp	Proposed FY 25-26	% of FY 26 Approp	Proposed FY 26-27	% of FY 27 Approp
Committed Fund Balances:						
Economic Uncertainty	\$ 10,188,605	17.0%	\$ 11,379,600	17.0%	\$ 11,862,489	17.0%
Strategic Property Acquisition	\$ 12,191,795		\$ 12,191,795		\$ 12,191,795	
Assigned Fund Balances:						
Unfunded Liabilities	\$ 3,000,000		\$ 2,600,000		\$ 2,200,000	
Facility/Infrastructure	\$ 23,990,500		\$ 10,891,500		\$ 3,891,500	
Ending Reserve Balances	\$ 49,370,900	82.4%	\$ 37,062,895	55.4%	\$ 30,145,784	43.2%
Unassigned Fund Balance	\$ 2,003,841		\$ 1,355,320		\$ 1,282,787	
Nonspendable Fund Balances	\$ 2,159,946		\$ 1,637,946		\$ 1,118,946	
Total Ending Fund Balance	\$ 53,534,687		\$ 40,056,161		\$ 32,547,517	

Budget Implementation

Once the budget is adopted, it is effective on July 1 and becomes the legal basis for the programs and services of each department of the City during the fiscal year. No department of the city government may spend in excess of the adopted and appropriated amounts, unless authorized by budget transfer as approved by the City Manager or designee. Financial and programmatic monitoring of departmental activities is necessary to ensure that conformity with the budget takes place throughout the year. Budget amendments may be made by the City Council to meet the changing needs of the City. The means by which the City Council may amend the budget include, but are not limited to, appropriation of additional funds and decreasing the amount of appropriated funds.

Capital Improvement Program

The City Council also adopts a Five-Year Capital Improvement Program. This budget is submitted by the City Manager with the operating budget, and public hearings are held and the budgets are legislatively enacted through adoption of resolutions and/or ordinances. Appropriations for project funds and grant funds do not lapse at year end, but continue until the purpose of the appropriation has been fulfilled or terminated. Amendments to these budgets may be affected by the City Council's actions. The level of budget control is on a project basis with additional administrative controls being exercised.

Budget Principles and Policies

- The operating budget will be prepared to fund current-year expenditures with current-year revenue. Surplus fund balances may be used to increase fund balance reserves, fund Capital Improvement Projects, or be carried forward to fund future years' operating budgets when necessary to stabilize services and fund capital outlay.
- We will assume normal inflationary growth in accordance with the consumer price index for operating expenses.
- We will assume personnel costs based on current memoranda of understanding in effect at the time.
- Any new or expanded programs will be required to identify new funding sources and/or off-setting reductions in expenditures in other programs.
- We will deliver service in the most cost-effective manner.
- The budget will state the objectives of each of the operating programs.
- The budget will fully account for and apportion all costs, fees, and General Fund transfers associated with the Special Revenue and Enterprise Funds.



- All budget transfers require the approval of the City Manager or designee. However, transfers of appropriations that increase the total appropriations of a fund must be approved by the City Council.
- We will maintain a long-range fiscal perspective through the use of a biennial operating budget, a five-year capital improvement program, and a ten-year financial forecast.
- The biennial budget will be adopted by Resolution of the City Council, by July 1, every other year.
- A mid-cycle budget status report will be prepared and presented to the City Council in the spring of the first year of the budget that will include projections to year-end and any adjustments required for the second year of the biennial budget.
- Staff will provide a quarterly written report to the Council on the City's General Fund revenues and expenditures.

**FY 2025-27 BUDGET CALENDAR**

DATE	DEPARTMENT	ITEM DUE	Legal Requirement
January 2025	Finance	Finance builds base budget to include known increases in salaries and benefits, increases related to existing professional services contracts, and inflationary increases for operational expenditures	N/A
February 6, 2025	City Council and Executive Management Staff	Strategic planning retreat – public meeting	N/A
February 7, 2025	Finance	Budget instructions, program change forms and draft work programs /performance measurements sent to departments	N/A
February 7, 2025	Finance	Finance provides departments the following information: 1. FY23 audited results 2. FY24 audited results 3. FY25 revised budget 4. FY25 current YTD/projections 5. FY26 base budget 6. FY27 base budget 7. Updated CIP summaries 8. Performance Measures	N/A
March 7, 2025	All Depts.	1. Review and send to Finance any updates for FY25 operating budget projections. 2. Submit completed FY25-26 and FY26-27 operating budget forms (if applicable) 3. Submit work programs/performance measures 4. Submit CIP forms for any requested adjustments or new projects	N/A
March 18 – April 4, 2025	All Depts.	Present preliminary operating and CIP budget with all program change forms to the City Manager for review. Hold work sessions with each department over this time period.	N/A
April 29, 2025	All Depts.	Budget study session with City Council – public meeting	N/A
June 2, 2025	Community Development	Present proposed CIP budget i to Planning Commission for General Plan consistency determination – public meeting	State Planning and Zoning Code Sections 64500, 64501, 65403
June 9, 2025	Admin. Services Director	Present budget to City Council for adoption	City's Municipal Code Section 2.04.060
August 2025	City Clerk	Forward a copy of approved and adopted budget to the County Controller (Auditor) of San Mateo County for filing.	California Government Code Section 53901



SAN CARLOS THROUGH THE YEARS - 1800S

"SAN CARLOS."

The Town of Phelps has been formally christened by the gentlemen who recently purchased that townsite, and henceforth and hereafter will be known by the name of "San Carlos." Active operations, we are assured, will soon begun there. The plans for the new stone depot are about finished, and building will be commenced within a very short time. Long life and prosperity to "San Carlos" and every other new town and industry with in the county borders. San Mateo County is the natural suburb of San Francisco, and half hourly trains to Redwood City are but a thing of the near future.

SAN CARLOS ROBBERY.

Fifty Dollars Stolen From the Depot Last Evening.

Between 5:30 and 6 o'clock last evening the depot at San Carlos was robbed of \$50. The agent, M. L. Masteller, was at supper at the time of the robbery. He boards at the residence of William Hull, about a half mile from the station, and left a light burning in the office during the twenty minutes he was at supper. When the agent returned he found a hole in the front window of the office large enough for a person to crawl through. On entering the room he discovered the money drawer pulled out and its contents, \$50, gone. He at once sent word to the Sheriff's office here and within thirty minutes after the commission of the robbery the officers were in hot pursuit of the burglars and it is highly probable that they will not be able to get far away before they will be overtaken. The theft is supposed to be the work of tramps, who are quite numerous about San Carlos of late. After securing the money it is supposed that the tramps started towards San Jose.

Special Excursion! Special Excursion!

TO AND GRAND

AUCTION SALE!

AT

SAN CARLOS

"The Queen of Suburban Localities."

The coming Villa City of the Pacific Coast, 26 Miles South of San Francisco, is a newly located town on the Southern Pacific Company's Line to San Jose, Santa Cruz, Monterey, Santa Barbara, etc., and 1 1/2 miles south of the present station called Belmont. It is just within the climatic zone which constitutes the compromise between the hot climates of Salinas valley and the cooler climate of San Francisco Peninsula. It is, therefore, contiguous to the most elegant and palatial Residences to be found in the United States. The townsite of this new suburb of San Francisco has been divided into about

300 Villa Lots!

Which lie on a gentle slope at the head of the far-famed Santa Clara Valley.

June 09, 2025

We are instructed to sell a limited number of these choice Villa Lots by order of Capt. N. T. Smith, President; A. C. Bassett, Vice-Pres.; E. J. Martin, Secretary; Arthur Brown and J. H. Swift, Trustees.

100 100 100 100

ONLY OF WHICH WE SHALL OFFER
AT AUCTION ON

SATURDAY, JUNE 15, 1889,

At 1 o'clock, P. M., on the Premises, near the Stone Depot.

Large Lots, 100x155 feet! Four Lots in One!

TERMS—One-third Cash; balance in equal payments, payable in 1 and 2 years, interest 7 per cent., payable quarterly; 10 per cent at time of purchase to be allowed on the one-third cash payment.

The Railroad Depot is constructed of stone and IS THE MOST BEAUTIFUL, durable and complete depot on the whole line. This depot is located at the central point, within five minutes' walk of any lot in the tract, and is to be SURROUNDED BY GRASS PLATS AND FLOWER BEDS; has platforms and approaches paved with smooth and noiseless bituminous rock from Santa Cruz. The STREETS ARE ALL WELL GRADED, are of ample width, and the whole town is being SEWERED BY THE PROJECTORS, after plans submitted by a competent engineer. The main pipes are carried to tide-water one half mile distant from the property, and connecting elbow will be placed opposite each lot. The subdivisions of lots will not be less than 100x155 feet, it being the design to make this

A VILLA TOWN OF BEAUTIFUL COUNTRY HOMES,
With plenty of room, ample sunshine and sufficient space FOR THE GRATIFICATION OF REFINED TASTE, in the way of cultivation of flowers and ornamental shrubbery.



MAJOR FUNDS SUMMARIES

The City of San Carlos budget document contains revenues, appropriations, and other financial information pertaining to all City operating and capital budgets, including the five-year Capital Improvement Program. The budgets are accounted for using the modified accrual basis of accounting for governmental funds and accrual basis of accounting for proprietary funds. The City's budget goal is to achieve a balanced budget with revenues, including reimbursements or transfers from other funds for services provided, equal to or greater than expenditures.

MAJOR FUND SUMMARIES

General Fund (Fund 0001)

General Fund revenues for FY 2025-26 are budgeted to be \$61,584,200, representing a 4.3% increase over the projected revenues for FY 2024-25. The increase in projected revenues is due to assumptions of increases in property taxes, sales taxes, investment income, lease income, and transient occupancy taxes. For FY 2026-27, operating revenues are budgeted to be \$64,155,000, representing an increase of 4.2% over the budgeted revenues for FY 2025-26. The increase in both years reflects continued growth expected from development activity and the expansion of programs. Property tax is expected to increase 7.2% in FY 2025-26 and 5.6% in FY 2026-27. Sales tax is projected to grow at 7.3% in FY 2025-26 and 3.2% in FY 2026-27. Transient Occupancy Taxes are projected to grow 8.8% in FY 2025-26 and 6.2% in FY 2026-27 with the expectation that occupancy rates will return to pre-pandemic levels. Sales tax and transient occupancy taxes, while showing an increase over FY 2024-25 projections, are still reflecting a decrease over what was originally budgeted for FY 2024-25. This is due to economic uncertainties and the possibility of a recession.

General Fund expenditures for FY 2025-26 are budgeted to be \$66,938,825, representing an 11.7% increase over the projected expenditures for FY 2024-25. Projected expenditures for FY 2024-25 include salary savings from vacant positions during the year and the timing of professional services expenses. The FY 2025-26 expenditure increase over FY 2024-25 budget is 7.8% and includes requested program and position changes, in addition to anticipated increases associated with retirement rates, employee medical benefits, post-employment benefits, professional services associated with plan check reviews, economic development, recreational activities, and public safety services. The FY 2026-27 total expenditure budget is \$69,779,345, a 4.2% increase over the FY 2025-26 expenditure budget.

General Fund net allocations and transfers in for FY 2025-26 are budgeted to be \$4,975,100, representing a 16.5% increase over the projected net allocations and transfers for FY 2024-25. Net allocations and transfers funding are budgeted in FY 2026-27 at \$5,115,700, representing a 2.8% increase over FY 2025-26. This increase is a result of the increase in overhead charges to other funds in accordance with the contracted study that was performed in FY 2021-22.

The Other Sources/Uses of Funds category for FY 2025-26 has increased by \$4.2 million from the FY 2024-25 projections. The category represents one-time funding for special items, including a \$2.85 million transfer from the capital reserve to the Gas Tax and \$10.25 million transfer into the General Capital Funds for infrastructure improvements. The FY 2026-27 budget includes a \$7.0 million contribution to the General Fund Capital Projects Fund. These transfers come from reserves that have been set aside from prior year savings.

The FY 2025-26 budget reflects a total **fund balance** projection of \$40,056,164, including both restricted and unrestricted balances, and represents a decrease of 25.2% compared to the FY 2024-25 projected ending fund balance. This drop in fund balance is mainly due to the \$13.1 million contribution to the General Fund Capital Projects Fund and Gas Tax Fund for infrastructure improvements. The FY 2026-27 estimated ending fund balance for the General Fund of \$32,547,519



decreases by 18.7%. Similar to the prior year, this decrease is due to the transfer to the capital funds for infrastructure improvements.

GENERAL FUND (RESTRICTED & UNRESTRICTED)

	Projected FY 2024-25	Proposed FY 2025-26	Variance	% Change	Proposed FY 2026-27	Variance	% Change
Est. Beg Fund Balance	\$58,985,039	\$ 53,534,689	\$ (5,450,350)	-9.2%	\$ 40,056,164	\$ (13,478,525)	-25.2%
Revenues	59,061,520	61,584,200	2,522,680	4.3%	64,155,000	2,570,800	4.2%
Expenditures	(59,932,970)	(66,938,825)	(7,005,855)	11.7%	(69,779,345)	(2,840,520)	4.2%
Net Allocations/Transfers	4,271,100	4,975,100	704,000	16.5%	5,115,700	140,600	2.8%
Other Sources/Uses	(8,850,000)	(13,099,000)	(4,249,000)	48.0%	(7,000,000)	6,099,000	-46.6%
Est. Ending Fund Balance	\$53,534,689	\$ 40,056,164	\$ (13,478,525)	-25.2%	\$ 32,547,519	\$ (7,508,645)	-18.7%

Wastewater Fund (Fund 0006)

The Wastewater Fund revenues for FY 2025-26 are budgeted to be \$28,897,800, representing an increase of 18.1% over the projected revenues for FY 2024-25. The increase reflects an assumption of \$4.7 million from new development connection fees and the sewer rate increases of 3% as previously approved by the City Council. The FY 2026-27 revenue budget of \$28,743,100 is a 0.5% decrease over the FY 2025-26 estimates, primarily due to the one-time connection fees projected in the prior year. Revenues are used to fund the capital improvements outlined in the City's Sewer Master Plan and to pay the debt service associated with Silicon Valley Clean Water (SVCW) improvements to the wastewater treatment infrastructure.

Wastewater Fund expenses for FY 2025-26 are budgeted to be \$29,002,800, reflecting a 17.2% increase from estimated expenses for FY 2024-25. Expenses in FY 2026-27 are budgeted to be \$26,122,800, a 9.9% decrease over the FY 2025-26 budget. The expense budgets reflect the timing of planned capital improvement project spending and the debt service requirements in the corresponding year. More detail on the capital projects can be found in the Capital Improvement Project (CIP) section of the budget.

Net allocations and transfers budgeted for FY 2025-26 of \$5,429,700 reflect an increase of 28.4% as compared to FY 2024-25 projections. This increase reflects overhead allocation changes based on the comprehensive study performed by a third-party consultant in FY 2021-22. Net allocations and transfers out for FY 2026-27 of \$5,603,200 are expected to increase by 3.2% over FY 2025-26 projected budget. These increases reflect the estimated annual cost of living adjustments.

The ending fund balance, which includes those funds invested in capital assets and invested in SVCW, is estimated to be \$79,568,776 at the end of FY 2025-26. The fund balance is 6.5% lower than the fund balance estimate of \$85,103,476 at the end of FY 2024-25. The increase is mainly due to the timing of capital project spending. The estimated fund balance is projected to decrease to \$76,585,876 in FY 2026-27. The increase is mainly due to the timing of capital projects and debt issuance for capital project spending at the SVCW treatment plant.

WASTEWATER (ENTERPRISE) FUND

	Projected FY 2024-25	Proposed FY 2025-26	Variance	% Change	Proposed FY 2026-27	Variance	% Change
Est. Beg Fund Balance	\$89,619,427	\$ 85,103,476	\$ (4,515,951)	-5.0%	\$ 79,568,776	\$ (5,534,700)	-6.5%
Revenues	24,469,000	28,897,800	4,428,800	18.1%	28,743,100	(154,700)	-0.5%
Expenditures	(24,756,851)	(29,002,800)	(4,245,949)	17.2%	(26,122,800)	2,880,000	-9.9%
Net Allocations/Transfers	(4,228,100)	(5,429,700)	(1,201,600)	28.4%	(5,603,200)	(173,500)	3.2%
Est. Ending Fund Balance	\$85,103,476	\$ 79,568,776	\$ (5,534,700)	-6.5%	\$ 76,585,876	\$ (2,982,900)	-3.7%

**Gas Tax Fund (Fund 0016)**

The Gas Fund revenues for FY 2025-26 are budgeted to be \$2,217,600, representing a decrease of 15.5% over the projected revenues for FY 2024-25. The decrease is primarily related to the timing of interest income allocations on available cash balances. The timing of capital spending in FY 2024-25 was later in the year, leaving a larger fund balance for interest income to accumulate. The FY 2026-27 revenue budget of \$2,280,300 is a 2.8% increase over the FY 2025-26 estimates, primarily due to general inflationary assumptions.

Gas Tax Fund expenses for FY 2025-26 are budgeted to be \$9,100,000, reflecting a 3.8% decrease from estimated expenses for FY 2024-25. Expenses in FY 2026-27 are budgeted to be \$9,600,000, a 5.5% increase over the FY 2025-26 budget. The expense budgets reflect the timing of planned capital improvement project spending. More details on the capital projects can be found in the CIP section of the budget.

Net allocations and transfers budgeted for FY 2025-26 of \$6,754,100 reflect an increase of 3.1% as compared to FY 2024-25 projections. This increase reflects overhead allocation changes based on the comprehensive study performed by a third-party consultant in FY 2021-22 and the timing of transfers in from the General Capital fund to help offset capital improvement expenses. Net allocations and transfers out for FY 2026-27 of \$3,034,500 are expected to decrease by 55.1% over FY 2025-26 projected budget as there is no transfer from the capital fund planned in that fiscal year.

The ending fund balance for FY 2025-26 is estimated to be \$17,275,723. The fund balance is 0.7% lower than the fund balance estimate of \$17,404,023 at the end of FY 2024-25. The decrease is mainly due to the timing of capital project spending. The estimated fund balance is projected to decrease by 24.8% to \$12,990,523 in FY 2026-27. The decrease is mainly due to the timing of capital projects and the use of prior year fund balance to pay for those infrastructure improvements.

GAS TAX FUND							
	Projected FY 2024-25	Proposed FY 2025-26	Variance	% Change	Proposed FY 2026-27	Variance	% Change
Est. Beg Fund Balance	\$ 17,686,923	\$ 17,404,023	\$ (282,900)	-1.6%	\$ 17,275,723	\$ (128,300)	-0.7%
Revenues	2,625,300	2,217,600	(407,700)	-15.5%	2,280,300	62,700	2.8%
Expenditures	(9,460,000)	(9,100,000)	360,000	-3.8%	(9,600,000)	(500,000)	5.5%
Net Allocations/Transfers	6,551,800	6,754,100	202,300	3.1%	3,034,500	(3,719,600)	-55.1%
Est. Ending Fund Balance	\$ 17,404,023	\$ 17,275,723	\$ (128,300)	-0.7%	\$ 12,990,523	\$ (4,285,200)	-24.8%

Capital Improvement Fund (Fund 0025)

Revenues for FY 2025-26 in the Capital Improvement Fund, both restricted and unrestricted, are \$16,233,000, representing a 120.0% increase from the estimated revenues for FY 2024-25. The majority of this increase is related to impact fees from projected large developments. Revenues for FY 2026-27 are estimated to be \$7,964,200, a decrease of 50.9% from FY 2025-26 due to the timing of projected impact fees.

Expenditures for FY 2025-26 are \$17,603,083 and in FY 2026-27 are estimated to be \$10,379,100 due to the timing of capital project spending. More details on the capital projects can be found in the CIP section of the budget.

Net allocations and transfers budgeted for FY 2025-26 of \$6,574,000 reflect an increase of 1602.1% as compared to FY 2024-25 projections. This large increase is due to a \$10.25 million transfer in from General Fund reserves to cover infrastructure improvements and \$3.68 million transfer out to the Gas Tax fund and Park In-Lieu funds. Net transfers in FY 2026-27 are budgeted at \$4,150,000 to cover infrastructure improvements which represent a decrease of 36.9% compared to the previous year's budget.



The fund balance for both unrestricted and restricted balances, is estimated at \$9,494,301 at the end of FY 2025-26 and \$11,229,401 at the end of FY 2026-27.

CAPITAL IMPROVEMENT FUND (RESTRICTED AND UNRESTRICTED)							
	Projected FY 2024-25	Proposed FY 2025-26	Variance	% Change	Proposed FY 2026-27	Variance	% Change
Est. Beg Fund Balance	\$35,094,124	\$ 4,290,384	\$(30,803,740)	-87.8%	\$ 9,494,301	\$ 5,203,917	121.3%
Revenues	7,379,857	16,233,000	8,853,143	120.0%	7,964,200	(8,268,800)	-50.9%
Expenditures	(38,569,824)	(17,603,083)	20,966,741	-54.4%	(10,379,100)	7,223,983	-41.0%
Net Transfers	386,227	6,574,000	6,187,773	1602.1%	4,150,000	(2,424,000)	-36.9%
Est. Ending Fund Balance	\$ 4,290,384	\$ 9,494,301	\$ 5,203,917	121.3%	\$ 11,229,401	\$ 1,735,100	18.3%

Housing Funds (Fund 0029 and Fund 0031)

Revenues for FY 2025-26 for the Housing Funds are budgeted to be \$16,294,100, an increase of 1097.7% over the FY 2024-25 projections. FY 2025-26 revenues include one-time commercial linkage fees projected to be received from new commercial development. The FY 2026-27 revenues are estimated to be \$7,232,500 and also reflect commercial linkage fees from anticipated large developments on the east side of the city.

The FY 2025-26 and FY 2026-27 **expenditures** of \$748,100 and \$770,500 respectively include operating budget items such as professional services and utilities costs. Capital project spending proposals will be brought to City Council at future dates when below market housing acquisition opportunities arise. Previously approved capital project details can be found in the CIP section of the budget.

The fund balance at the end of FY 2025-26 is estimated to be \$19,179,866 and is expected to increase to \$25,078,366 in FY 2026-27. This fund balance will be used to fund future affordable housing projects.

HOUSING FUNDS (RESTRICTED)							
	Projected FY 2024-25	Proposed FY 2025-26	Variance	% Change	Proposed FY 2026-27	Variance	% Change
Est. Beg Fund Balance	\$14,252,340	\$ 4,180,966	\$(10,071,374)	-70.7%	\$ 19,179,866	\$ 14,998,900	358.7%
Revenues	1,360,400	16,294,100	14,933,700	1097.7%	7,232,500	(9,061,600)	-55.6%
Expenditures	(10,997,674)	(748,100)	10,249,574	-93.2%	(770,500)	(22,400)	3.0%
Net Transfers	(434,100)	(547,100)	(113,000)	26.0%	(563,500)	(16,400)	3.0%
Est. Ending Fund Balance	\$ 4,180,966	\$ 19,179,866	\$ 14,998,900	358.7%	\$ 25,078,366	\$ 5,898,500	30.8%

**DISTINGUISHED BUDGET AWARD FOR FISCAL YEAR 2023-25**

The Government Finance Officers Association (GFOA) established the Distinguished Budget Presentation Awards Program in 1984 to encourage and assist state and local governments to prepare budget documents of the very highest quality that reflect both the guidelines established by the National Advisory Council on State and Local Budgeting and the GFOA's best practices on budgeting and then to recognize individual governments that succeed in achieving that goal.

The City of San Carlos has received this award for several years, including the FY 2023-25 Budget.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of San Carlos
California**

For the Biennium Beginning

July 01, 2023*Christopher P. Morill*

Executive Director

SAN CARLOS THROUGH THE YEARS - 1800S

DEATH CLAIMS TIMOTHY GUY PHELPS



By Associated Press.
SAN FRANCISCO, June 11.—Hon. Timothy Guy Phelps, Chairman of the Board of Regents of the University of California, former Collector of this port, and for forty years a prominent resident of this State, died to-day at San Carlos, his suburban home in San

Mateo county. The premature announcement of his death yesterday was an inadvertence. Mr. Phelps had been lying at the point of death for two days and word was received from his country home that he had passed away. He rallied temporarily, however, and it was not until to-day that his demise actually occurred.

San Carlos Dairy.

ASA E. HULL, PROPRIETOR.

The SAN CARLOS DAIRY is prepared to furnish milk, morning and evening to residents of Redwood City and to those of Belmont in the evening. Those wanting pure fresh milk should give orders at once. Delivered promptly at residences or business places. Leave orders at JOHN CHRIST'S Feed, Wood and Coal Yard, First street, Redwood City.

Abundance of Extra Milk for Customers.

Don't stint yourself for Milk when you can get all you want from the

San Carlos Dairy.

LARGE SAN CARLOS RANCH SUBDIVIDED

Timothy Guy Phelps Property, Containing 1,900 Acres, Will Be Placed on Market.

Maps showing the subdivision of the Timothy Guy Phelps property near San Carlos, containing 1,900 acres, were submitted to San Mateo county supervisors Monday and were accepted. This property extends from the railroad back into the foothills and will be placed on the market in lots and villa sites and divisions suitable for country homes.

The property will be managed by a company styled the San Carlos Syndicate, with John Partridge, of San Francisco, and Mrs. Catherine Phelps as the principal parties in interest.

SAN CARLOS TAKES FORWARD MOVEMENT

TOWNSITE IS PURCHASED BY THE SAN CARLOS PARK SYNDICATE.

An important realty deal has just been consummated which portends much for the development of San Carlos. Two or three years ago the San Carlos Park Syndicate purchased from the Phelps estate and the Spring Valley Company a large tract of land lying in the hills above San Carlos. The San Carlos townsite remained the property of Mrs. Timothy Guy Phelps, and it has been difficult to harmonize interests. As a result neither the town property nor the park lands have been improved as rapidly as might have been.

The syndicate has now purchased from Mrs. Phelps all the unimproved property in the townsite and will at once enter upon a campaign of promotion. One of the projects under consideration is the establishment there of a country club. The prominent members of the syndicate have been D. Bromfield and James Folliis. They have now interested with themselves Eugene de Sabla and J. D. Grant, the San Francisco capitalists, and an abundance of money will be available to develop the enterprise.

The assurance that the electric line will be completed within the year between Palo Alto and San Mateo has had an important bearing in bringing about this deal, which is an evidence of the effect that trolley lines are recognized to have in building up a community.

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City of San Carlos FY 2025-27 Budget Community & Economic Profile

Location

San Carlos, “The City of Good Living,” is located in the center of the San Francisco Bay Area and has everything at its doorstep. San Francisco is 25 miles north and San Jose is 25 miles south. San Carlos boasts an ideal climate, good government, outstanding school system, attractive residential areas, a fine shopping district, excellent restaurants, a modern industrial and commercial area, and plenty of open space. At the northern end of Silicon Valley, San Carlos hosts several technology companies and is the address of many West Coast biotech and medical instrumentation firms. You’ll find friendly, involved people here and an inviting community atmosphere.

History



The first known inhabitants of San Carlos were the Ohlone Indians. Ohlone is the name that was given to many related groups of Native Americans living along the coast between Monterey and San Francisco. Historians believe that two sub-tribes existed in and near San Carlos, including the Salson to the north of Belmont Creek and the Lhamshin.

In August 1775, Lt. Juan Manuel de Ayala brought his sailing ship, the “San Carlos”, into San Francisco Bay and anchored in what is currently known as Ayala cove. His mission was to develop a map of the Bay for use by future Spanish ship captains.

San Carlos formally entered the American era in 1854 when Timothy Guy Phelps became the first American to own and occupy land in the city. Another early settler of San Carlos was Nathaniel Brittan. Brittan developed properties between Brittan Avenue and Pulgas Creek in the late 1800s. He helped establish water wells and also granted the Southern Pacific right-of-way for a second set of railroad tracks across his property.



The citizens of San Carlos voted to incorporate on July 1, 1925. Frederick Drake, known as the “Father of San Carlos,” continued to promote the town and coined the motto “The City of Good Living.” Drake also founded the *San Carlos Enquirer*. He was a key organizer of nearby Sequoia High School and established the San Carlos Chamber of Commerce in 1926.

In 1940, San Carlos experienced its first big spurt in population and grew to 3,520 residents. In 1944, Dalmo Victor established the city’s first large electronics plant, followed soon after by Eitel McCullough, a vacuum tubes manufacturing firm.



Establishment of these two firms contributed to the quadrupling of the San Carlos population in the decade after 1940. In 1950, when the population was 14,371, the City boasted a total of 89 industries, wholesalers, manufacturers, and distributors in a variety of commodities from electronics to cosmetics. By 1958, the electronics industry comprised a substantial segment of the city’s industrial area.



Early in its history, the City of San Carlos adopted the motto “City of Good Living.” That phrase stuck and is still used daily. With an ideal climate, charming neighborhoods, a thriving business/industrial district, and a small airport adjoining a commercial area, San Carlos continually attracts new residents and businesses.

Government Services

The City of San Carlos provides government services to the San Carlos community. The members of the City Council serve as the policy-making body. City voters elect five Council members to staggered, four-year terms. The City Council meets regularly on the second and fourth Mondays of each month at 7:00 p.m. in the Council Chambers at 600 Elm Street and may call additional special meetings. These meetings are televised on the City’s government access station, Comcast Channel 27, and Uverse Channel 99. All meetings of the City Council, the Planning and Transportation Commission, and other City committees are open to the public, except when certain personnel matters and legal items are discussed.

The City Council appoints members to three commissions, two advisory boards, one advisory committee, and one advisory council to advise it on matters of special interest:

- Downtown Advisory Committee
- Economic Development Advisory Commission
- Museum of San Carlos History
- Parks, Recreation & Culture Commission
- Planning and Transportation Commission
- San Mateo County Mosquito & Vector Control District Board
- Youth Advisory Council

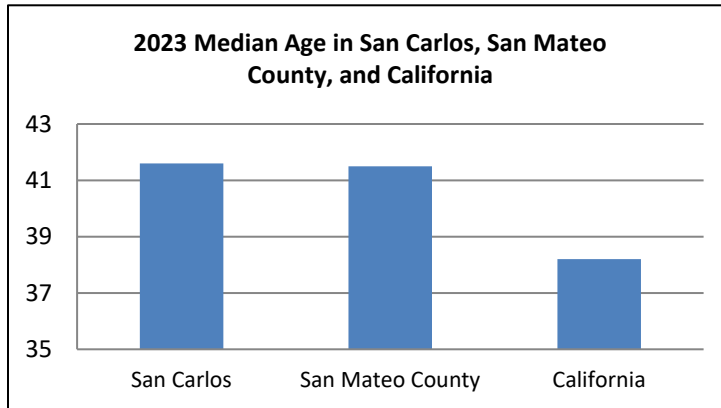


For additional information regarding each advisory commission, please refer to the San Carlos City Roster, available at the City Clerk’s Office, by calling (650) 802-4222, or on the City’s website at www.cityofsancarlos.org.



Population

The City of San Carlos has grown at a constant pace since its incorporation in 1925. In the 1950s the city had the reputation as the West's fastest growing town. The population briefly dipped in the 1970s but rose steadily in subsequent years. As of July 1, 2024, the US Census estimated that there are 29,403 people residing in San Carlos. The Association of Bay Area Governments (ABAG) projects that the population in San Mateo County in general will grow from 265,000 in 2015 to 394,000 by 2050, representing a 49% increase. As the population increases, it is important that there are enough jobs, housing, and public services to support growth.

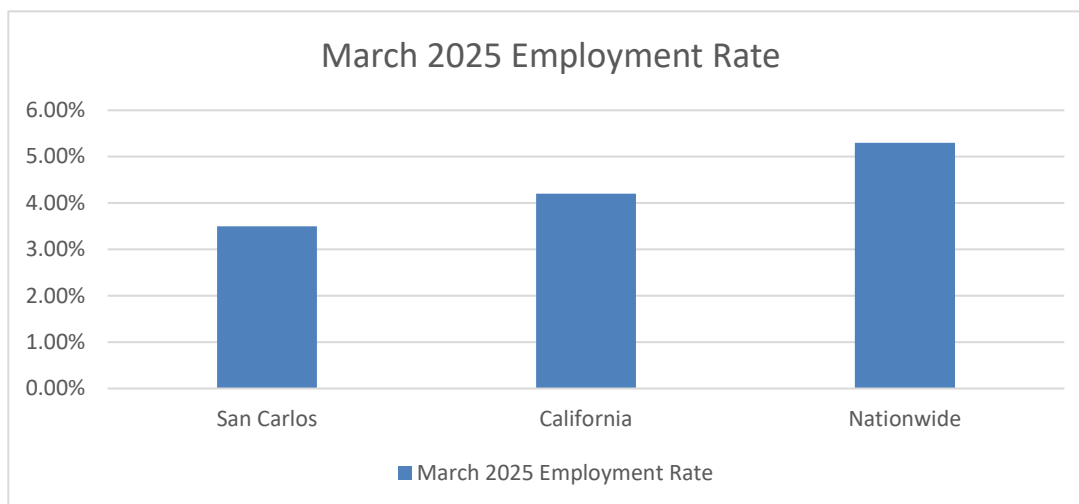


In general, San Carlos residents are older, have a higher household income, and a higher chance of being employed than people in other parts of San Mateo County. As of 2023, the median age in San Carlos was 41.6, slightly older than the median age in San Mateo County of 41.5 and older than the California median age of 38.2. As the population ages, it is likely that the need for housing and services for seniors will increase.

Source: U.S. Census Bureau

Economic Data

According to the March 2025 report from the California Employment Development Department (EDD), the unemployment rate for the city was 3.5% in March 2025, which is a decrease of 0.2% compared to the 2024 annual average. The unemployment rate reflects that our local economy remains to be stable and well. The City of San Carlos has lower unemployment rate, compared with the rate of 5.3% for California and 4.2% for the nation.

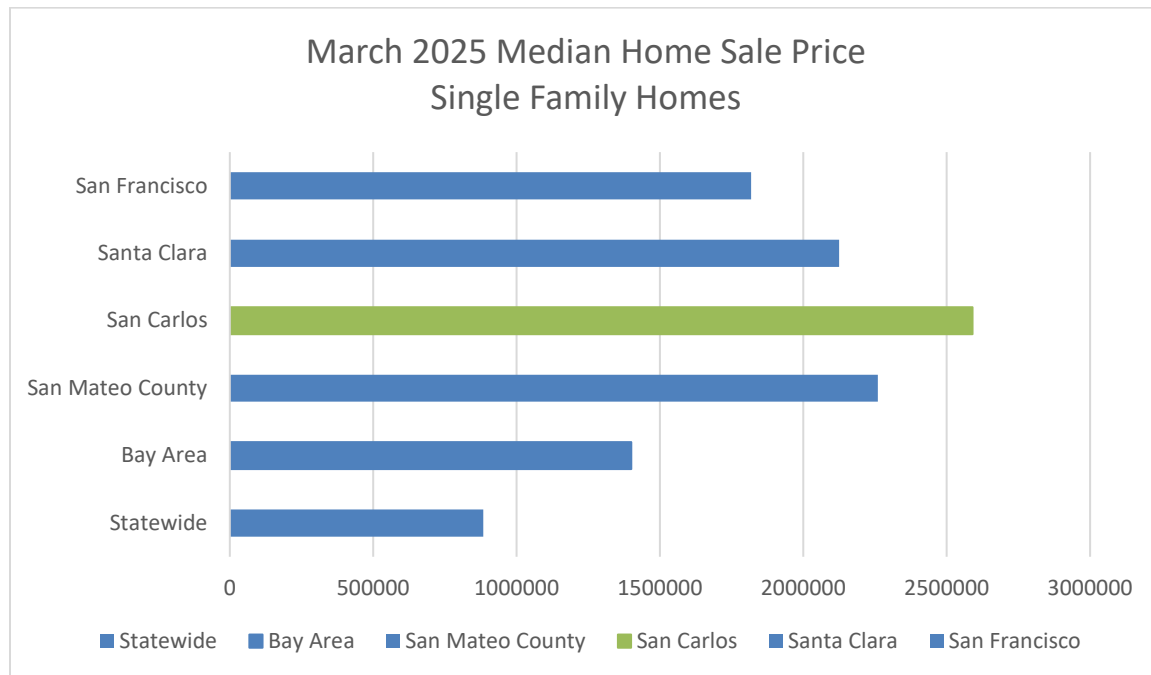


Source: California Employment Development Department, Bureau of Labor Statistics

San Carlos residents also have a higher median household income than all of San Mateo County and the Bay Area. In 2023, the median household income was \$233,333. The 2023 median household income for San Mateo County and the County of San Francisco was \$151,485 and \$126,730, respectively.



The California housing market remains strong despite the recent surge in mortgage interest rates. The statewide median single family home price climbed to \$884,350 in March 2025, an increase of 3.5% from the year before. According to data from the California Association of Realtors, the median price of a single-family home in San Mateo County increased slightly from \$2.17 million in March 2024 to \$2.26 million in March 2025. This represents an increase of 2.7%. San Mateo's neighboring counties, San Francisco (\$1.81 million) and Santa Clara (\$2.12 million) had median home prices that also increased by 13.6% and 6.6% respectively, as compared to a year ago. In San Carlos, the median price of a single-family home increased by 10.9% since March 2024, from \$2.33 million to \$2.59 million. The increase in median price was due partly to persistent housing shortages and growing demand.



Source: California Association of Realtors

Culture & Recreation

In San Carlos there are two museums, 13 churches, a modern library, a youth center, an adult community center, six newspapers, a TV channel, seven financial institutions, 14 parks, and 10 playgrounds. San Carlos is a short distance from major golf courses, the Pacific Ocean, state parks, camping, and other recreational and cultural destinations.

**Other Statistics**

Average Temperature		Rainfall	
Period	Min.	Max	Inches
January	45.0	60.0	0.0
April	51.0	70.0	1.1
July	57.0	77.0	0.0
October	51.0	69.0	0.9
Yearly	51.0	69.0	9.5
Source: Weather Spark			

Ethnic Breakdown		
	2023	2020
White	59.40%	61.00%
Asian	21.90%	19.00%
Hispanic	10.70%	11.00%
Black	0.80%	0.84%
American Indian and Alaska Native	0.20%	0.14%
Other	7.00%	8.02%
Source: U.S. Census Bureau and Bay Area Metro		

2024 Top Ten Employers in San Carlos

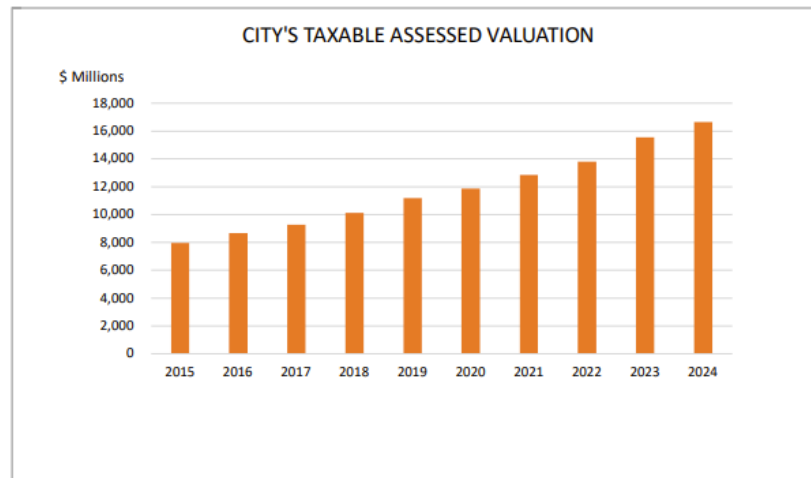
<u>Employer</u>	<u>Number of Employees</u>	<u>Products/Services</u>
Natera Inc	709	Lab Services
Pacific Gas & Electric Co	428	Utilities
Cellink Corporation	379	Biotechnology
Delta Star	250	Manufacturing
Recology San Mateo County	240	Waste Management
The Home Depot	227	Retail
Check Point Software Tech Inc	175	Information Technology
Noah Medical Corporation	149	Medical Technology
Nautilus Biotechnology, Inc.	140	Biotechnology
Vaxcyte, Inc.	126	Biotechnology

Source: Data from City of San Carlos business registration database



CITY OF SAN CARLOS, CALIFORNIA
Assessed Valuation, Tax Rates and Tax Levies
LAST TEN FISCAL YEARS

Real Property								% Change from Prior Year	Total Direct Tax Rate
Fiscal Year	Residential Property	Commercial Property	Industrial Property	Others	Total Real Property	Unsecured Property	Total Assessed		
2015	6,489,784,870	561,595,333	563,659,154	50,870,561	7,665,909,918	299,060,205	7,964,970,123	3.72%	0.11840
2016	6,979,211,977	665,733,132	598,644,941	63,226,293	8,306,816,343	370,528,439	8,677,344,782	8.94%	0.11424
2017	7,420,946,280	770,190,805	636,526,534	67,885,633	8,895,551,269	381,768,262	9,277,319,531	6.91%	0.11379
2018	7,974,893,577	932,202,492	719,752,790	93,148,004	9,719,996,863	399,049,241	10,119,046,104	9.07%	0.11346
2019	8,556,401,938	1,038,848,823	920,844,274	89,053,163	10,605,148,198	590,331,671	11,195,479,869	10.64%	0.11460
2020	9,274,656,525	1,134,157,010	908,575,428	84,410,613	11,401,799,576	465,645,550	11,867,445,126	6.00%	0.11317
2021	10,058,881,929	1,207,502,590	1,101,271,014	97,747,547	12,465,403,080	388,462,296	12,853,865,376	8.31%	0.11219
2022	10,631,737,121	1,336,437,032	1,279,668,947	133,084,452	13,380,927,552	423,846,897	13,804,774,449	7.40%	0.11207
2023	11,567,728,737	1,464,899,784	1,908,269,890	93,708,394	15,034,606,805	508,848,926	15,543,455,731	12.59%	0.11221
2024	12,223,099,549	1,636,516,297	2,110,699,507	101,592,516	16,071,907,869	584,712,269	16,656,620,138	7.16%	0.11273



Source: San Mateo County Assessor 2014/15-2023/24 Combined Tax Rolls

Top Ten Property Tax Payers
Prior Year and Ten Years Ago

2023-2024				2014-2015			
Taxpayer	Assessed Value	Rank	Percentage of Total City Assessed Value	Taxpayer	Assessed Value	Rank	Percentage of Total City Assessed Value
Are-San Francisco No. 63 LLC	626,586,057	1	3.90%	Hudson Skyway Landing LLV	73,663,990	1	0.92%
BGOGC 150 Industrial Owner LLC	193,800,000	2	1.21%	Novartis Pharmaceuticals	60,045,880	2	0.75%
SC Transit Village LLC Lessee	163,019,681	3	1.01%	Black Mountain Holdings LLC	44,626,518	3	0.56%
BMR-201 Industrial Rd LLC	133,615,402	4	0.83%	BMR-201 Industrial RD LLC	39,026,759	4	0.49%
San Carlos Partners LLC	118,993,399	5	0.74%	L-3 Communications Corp	38,774,635	5	0.49%
Are-San Francisco No. 92 Holding LLC	116,483,184	6	0.72%	Brittan Corners Shopping Center LI	24,348,867	6	0.31%
Brittan West Owner LLC	107,432,400	7	0.67%	Vica Capital LLC	22,541,876	7	0.28%
Equity One San Carlos LLC	106,328,572	8	0.66%	Kelly Moore Paint Company Inc	22,329,948	8	0.28%
BP3-SF9 Skyway Road LLC	102,000,000	9	0.63%	San Carlos Retail Venture LP	21,916,865	9	0.28%
Galaxy Properties 1 LP	98,145,000	10	0.61%	ECI Two San Carlos LLC	19,629,468	10	0.25%
Total Top 10 Taxpayers' Totals	\$ 1,766,403,695		10.99%		\$ 366,904,806		4.61%
City's Total Assessed Valuation	\$ 16,071,907,869		100%		\$ 7,964,970,123		100%

Source: San Mateo County Assessor 2023/24 Combined Tax Rolls and the SBE Non Unitary Tax Roll
 Top Property Tax Payers Based on Net Values

June 09, 2025

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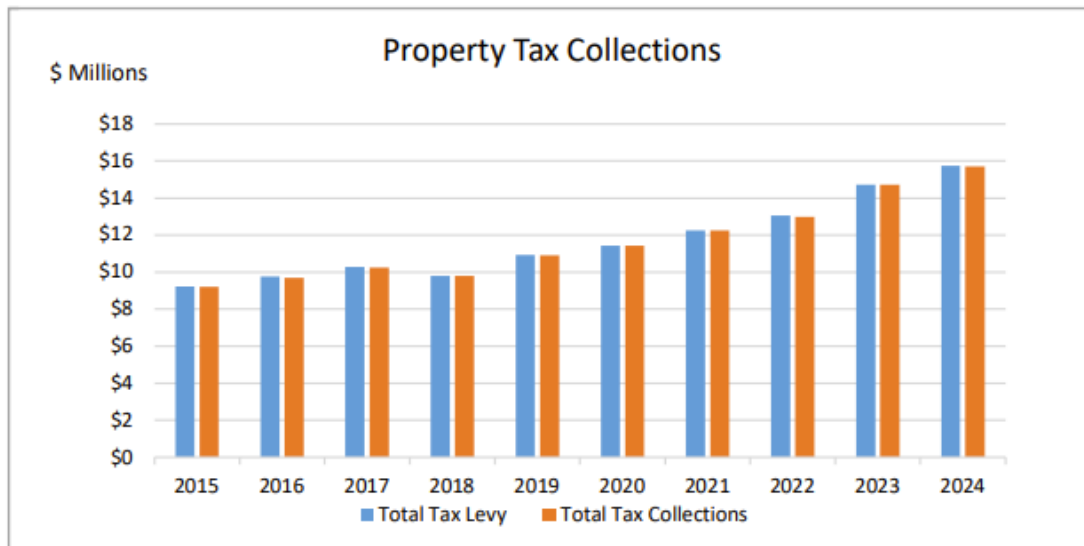


CITY OF SAN CARLOS, CALIFORNIA

Property Tax Levies and Collections

Last Ten Fiscal Years

Fiscal Year	Total Tax Levy	Current Tax Collections	Percent of Levy Collected	Delinquent Tax Collection	Total Tax Collections	Percent of Total Tax Collections to Tax Levy
2015	9,229,066	9,208,905	99.78%	-	9,208,905	99.78%
2016	9,744,532	9,693,047	99.47%	-	9,693,047	99.47%
2017	10,273,217	10,231,703	99.60%	-	10,231,703	99.60%
2018	9,804,156	9,807,155	100.00%	-	9,807,155	100.00%
2019	10,934,085	10,913,557	99.81%	-	10,913,557	99.81%
2020	11,428,769	11,413,296	99.86%	-	11,413,296	99.86%
2021	12,254,878	12,245,969	99.93%	-	12,245,969	99.93%
2022	13,029,897	12,992,668	99.71%	-	12,992,668	99.71%
2023	14,695,947	14,712,607	100.11%	-	14,712,607	100.11%
2024	15,730,685	15,711,611	99.88%	-	15,711,611	99.88%



Source

San Mateo County Assessor 2014/15 - 2023/24 Combined Tax Rolls

2023-24 County of San Mateo Estimated Property Tax Revenue

1. In 1995 the County entered a "Teeter Plan" agreement with the City which allows the City to keep 100% of the secured taxes, and the County to keep all interest and delinquency charges collected.

SAN CARLOS SPOTLIGHT

Train Depot



SOUTHERN PACIFIC TRAIN DEPOT

The Southern Pacific Depot at San Carlos is a rare example of the use of the Richardsonian Romanesque style in California railroad station architecture. It was the first permanent building erected by the San Carlos Land Company to form the nucleus for their speculative town development.

Source: Library of Congress

Peninsula Bureau to Urge New Trains at San Carlos Meeting

New fast electric trains will be urged for the Peninsula at a meeting of the Peninsula Bureau of Chambers of Commerce and Civic Organizations to be held in San Carlos tonight. Fred H. Drake will present in full his plan for trains direct from the ferry building in San Francisco to San Mateo. President Frank K. Towne of the bureau will preside at tonight's meeting.

Daily News Leader, 1922

SAN CARLOS STATION.

A Description of What Will be the Finest Depot in the State.

The promises made by those who are interested in the new town of San Carlos on the Phelps tract, are being rapidly fulfilled, and in a few months more the nucleus of the proposed model suburban town will be fairly planted.

The laying out and grading of the streets has been going on for several months, and that work is now completed. The streets running north and south are sixty feet wide, while those running east and west are fifty feet.

Sewer pipes are now being laid along the streets running to the marsh. The next move will be to lay water-mains from the Spring Valley pumping works throughout the town. Water will be taken from the stand pipe now being erected on the hill-side near the works, which is of such an elevation as to give a fall of over fifty feet to the highest point in town. All of this work and more too, will be completed before the lots are offered for sale.

Last Tuesday, ground was broken for the new depot which is to be built at the lower end of the avenue leading to the residence of T. G. Phelps. The building will be 101 feet long by 30 feet wide and will be built of Alamaden rock, the roof being made of tiles.

On the ground floor will be four rooms, a baggage room, waiting room, ladies' parlor and ticket office. There will be a tower twenty-seven feet high over the ticket

office, in which will be a small bedroom. Running through the building from east to west will be an open space twenty-nine feet wide, which will separate the baggage room on the south from the other apartments. All of the rooms will be of ample accommodations. The baggage room will be 14x25½ feet; and the ladies' parlor which is to be situated in the northern section of the building, adjoining the ticket office, will be 10x12 feet. The ticket office will be in the form of a half circle extending beyond the main building. It will cover a space of 9x16 feet. Large settees will be placed in the waiting room, on the outside of the building and in the open space. At the rear will be a large covered driveway. The ceiling will be thirteen feet high, and although it has not yet been decided what kind of wood will be used on the interior, it is supposed that the finishing will be of curled redwood and ash. Around the building will be a concrete pavement twenty-four feet wide on the sides and fifty feet long on either end. At either extremity of the building will be beautiful flower-beds and grass-plots, which will make the entire grounds 600 feet long. The depot when completed will be one of the finest in the State. In architecture it will resemble the Spanish buildings of early days.

It is assured that before another year has passed, many of the residences will be erected, and the new town of San Carlos which promises to be a credit to the county, will be firmly established.

Times-Gazette, 1888



Kenwood (South Los Guilicos) Depot

Another Richardsonian Romanesque style train depot is located in Kenwood, CA. Both depots where designed by architect Charles Coolidge, who also designed the buildings of Stanford University.

Source: Photo courtesy of Sonoma County Library, Don Meacham
Photography Collection 1934-1985

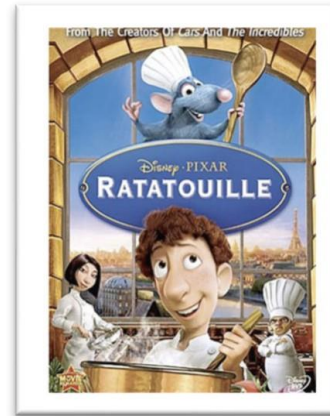
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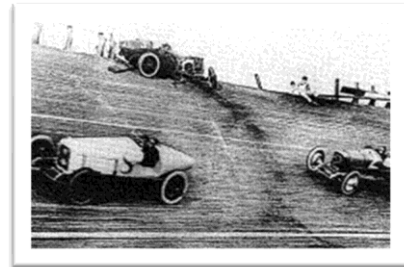
The Top Ten Amazing Facts About the City of San Carlos

1. Famous people from San Carlos include:

- Kathryn Bigelow (Film writer and director, winner of Academy Award Best Director in 2010, *The Hurt Locker*),
- Dana Carvey (Actor/Comedian, *Saturday Night Live*, *Wayne's World*),
- Rex J. Walheim (Astronaut on Space Shuttle *Atlantis*),
- Barry Bonds (San Francisco Giants, All-Time Home Run Record Holder),
- Brad Lewis (Producer, winner of Academy Award Best Animated Film in 2007 - *Ratatouille*),
- Emma Chamberlain, American influencer who won the 2018 Streamy Award for Breakout Creator. In 2019, *Time* magazine included her on its *Time 100 Next* list, and its list of *The 25 Most Influential People On The Internet*, writing that "Chamberlain pioneered an approach to vlogging that shook up YouTube's unofficial style guide."
- Jim Lanzone, CEO of Yahoo, Inc.



- ### 2. From 1921 – 1922, San Carlos was home to car racing.
- The Greater San Francisco Speedway was a mile-and-one-quarter board track located on 140 acres between McCue Street on the north and Brittan Avenue on the south between Old County and Industrial Roads. The track had a 38-degree bank, and racers could reach death-defying speeds of more than 110 miles per hour. The first race was on December 11, 1921, with a \$25,000 purse.



- ### 3. From 1942 – 1944, the U.S. Army came to San Carlos.
- H and H Ranch (at the top of today's Club and Crestview Drives) was used as the U.S. Army War Dog Reception and Training Center. Approximately 4,500 dogs were trained at the facility and 1,200 could be accommodated at any one time.



- ### 4. The Chicken's Ball of San Carlos was first performed in 1940 and raised \$325 for the public schools in San Carlos.
- The Chicken's Ball is a biennial fund-raiser for the school district and was originally designed like the 1900s-era San Francisco Barbary Coast saloon shows. No one, not even reporters, knows what will be in the show prior to opening night.



5. In 1964, the Circle Star Theatre opened at 1800 Industrial Road. Billed as the "Theatre of Tomorrow" the Circle Star was a theater in the round featuring a revolving circular stage with seating no further than 50 feet away from the stage. Many famous artists performed at Circle Star including: Frank Sinatra; Barry Manilow; Dionne Warwick; Sonny and Cher; Al Green; and the Carpenters.
6. Elected in 2002, the first female governor of Michigan, Jennifer Mulhern Granholm, served as Miss San Carlos in 1977.
7. In 1988, a chess match was held over the phone between Neville Arroues, a resident of San Carlos, and a 14-year-old Jamie Galatas, a resident of San Carlos' sister city Croydon, Australia. The match was the first event of the cities' cultural exchange program.
8. Concerts in the park began in 1939 following construction of the Burton Park Amphitheater. The Amphitheater was removed in the late 1990's when the San Carlos Youth Center was built.
9. In 1999, the San Carlos Youth Center opened. Many children were involved in the project during construction and signed the building's beams as a form of time capsule for future generations to find.
10. San Carlos was long inhabited by the Ohlone people. In the late 1800s, settlers began to develop properties between Brittan Avenue and Pulgas Creek. Citizens of San Carlos finally voted to incorporate the city on July 1, 1925. In 2025, the City turns 100. The City hosted multiple community events celebrating the City's centennial including a Centennial Luncheon at the Adult Community Center, Hometown Days, Back to the 20's Youth Center Dance, Incorporation Day Birthday Party, and Centennial Wrapped Viewing Party



Source: *Images of America – San Carlos*; Veronico, Nicholas and Betty



COMMUNITY SATISFACTION SURVEY – 2025 Results

The City of San Carlos' mission is to provide "high-quality services, facilities, and events to its residents in an equitable, sustainable, transparent, responsive, and friendly manner to foster an inclusive, safe, and healthy community now and in the future." To ensure the City is accomplishing this mission, the City conducts two different community surveys. The first type of survey, is a Citizen Opinion Survey, which is conducted every two years and serves as a performance measurement tool to understand residents' needs and priorities and whether they are being met. The second type of survey is the Community Characteristics Survey which was last conducted in 2024. The Community Characteristics Survey is designed to provide the City with a better understanding of the San Carlos community itself, including its priorities and lifestyles.

The 2025 Citizen Opinion Survey was conducted during the month of January 2025 with 680 respondents. The results of the survey are provided in a comprehensive report available at https://www.cityofsancarlos.org/community/community_surveys.php. The survey was conducted by True North Research, an experienced and quality team who has conducted these surveys for the City since 2012.

Some of the key results of the 2025 survey include:

- San Carlos residents continue to be satisfied with the City's overall efforts to provide services and with the quality of life in San Carlos. When asked to rate the City's overall performance in providing municipal services, 86% of residents surveyed indicated that they were satisfied with the City's performance. Overall satisfaction has remained remarkably consistent for over a decade, ranging between 83% and 88%, since 2014.
- The City's performance providing municipal services has also contributed to a high quality of life for residents. 94% of residents surveyed rated the quality of the life in San Carlos as "excellent" or "good", which is the highest level recorded since 2016. This sentiment was widespread, with nine in ten respondents in every identified resident subgroup rating the quality of life in San Carlos as "excellent" or "good".
- There were notable changes in community satisfaction with specific City services compared with 2023. Key improvements are highlighted below:
 - The percentage of residents who stated that they are satisfied with the City's efforts to maintain storm drains, sewers, and creeks increased to 84.9% in 2025 from 63.9% in 2023.
 - The percentage of residents who stated that they are satisfied with City-provided resources and facilities available to residents during PG&E power shut-offs increased to 80.2% in 2025 from 64.9% in 2023.
 - The percentage of residents who stated that they are satisfied with the City's efforts at preserving community character and appearance through building and planning permits, inspections, and code enforcement increased to 80.7% in 2025 from 70.9% in 2023.
 - The percentage of residents who stated that they are satisfied with how well the City of San Carlos listens to residents when making important decisions increased to 71.2% in 2025 from 62.6% in 2023.
 - The percentage of residents who stated that they were satisfied with the City's responsiveness to residents' concerns increased to 76.7% in 2025 from 69.5% in 2023.



- Per Figure 8 on page 14 of the 2025 Report, “Importance of Services,” 95% of respondents once again rated “providing fire protection, prevention, and emergency medical services as the most important service from a list of 23 services. More than 90% of respondents indicated the following services were “extremely important” or “very important”: providing safe streets (93%), maintaining storm drains, sewers, and creeks (93%), maintaining a low crime rate (92%), preparing the city for fire, police, and public works emergencies and disasters (92%), and providing trash collection and recycling services (90%). At the other end of the spectrum, providing more public parking downtown (36%) was viewed as the least important service among those tested.
- Per Table 3 on page 17 of the 2025 Report, “Satisfaction with Services by Study Year,” respondents expressed increases in satisfaction for 22 of the 23 service areas, with 10 of those increases being statistically significant.
- Per Figure 11 on page 22 of the 2025 Report, “Alternative Transportation Safety,” the majority of residents feel safe in each scenario, with 95% of residents who ride public transit reporting they feel safe while doing so (55% “very safe”) and 77% of bicyclists reporting feeling safe while riding on local streets (22% “very safe”), while 77% of respondents feel safe when walking across intersections, (29% saying “very safe”).
- Per Figure 12 on page 23 of the 2025 Report, “Agreement with Statements About San Carlos,” 84% of residents said that they trust the City of San Carlos, 83% agreed that the City manages its finances well, and 77% felt the City is responsive to residents’ needs. Per Table 6 on page 24, “Agreement with Statements About City by Study Year,” there was a higher level of agreement across all statements in 2025, with statistically significant increases over the 2023 levels recorded for listening to residents when making important decisions (+9%) and being responsive to the needs of residents (+7%).
- Per Figure 19 on page 28 of the 2025 Report, “Satisfaction with Communication by Study Year,” 82% of respondents indicated they were satisfied with the City’s efforts to communicate with residents through electronic and print newsletters, social media, email, the City’s website, and other means. The results for this question were statistically consistent with those recorded in 2023.
- Per Figure 27 on page 34 of the 2025 Report, “Funding Priorities,” the top five “high” or “medium” priorities according to respondents were fire protection services (97%), infrastructure maintenance and repair (95%), street maintenance and repair (93%), park and landscape maintenance (89%), and police services (85%). Recreation programs and services narrowly missed being a top five priority, coming in at number 6 with 81.3% of respondents ranking it as a top priority.



CITY OF SAN CARLOS FINANCIAL POLICIES

**ADOPTED MAY 12, 2025
RESOLUTION: 2025-034**

The following Financial Policies have been established to ensure that the City's finances are managed in a manner that will:

- Continue to provide for the delivery of quality services;
- Maintain and enhance service delivery as the community grows in accordance with the General Plan;
- Guarantee a balanced budget assuring that the City is always living within its means; and
- Establish reserves necessary to meet known and unknown future obligations.

To achieve these goals, the following Financial Policies are presented that include General Policies; Revenue Policies; Cost of Service Policies; Reserves and Fund Balance Policies; Expenditure and Budget Policies; Capital Improvement Policies and Fixed Assets and Infrastructure Asset Policies.

A. GENERAL POLICIES

- 1) We will manage our financial assets in a sound and prudent manner.
- 2) We will maintain sound financial practices in accordance with State law.
- 3) We will direct the City's financial resources toward meeting our long-term goals as identified by Council through the Strategic Planning and Team Building Retreat process.
- 4) We will manage and develop programs to ensure our long-term ability to pay all the costs necessary to provide the level and quality of service required by our citizens.
- 5) We will maintain accounting systems in conformance with generally accepted accounting principles. The financial records will be audited annually by an independent auditing firm.
- 6) We will establish and maintain investment policies in accordance with State laws in which the major goals are safety and liquidity of investments, above yield.

**B. REVENUE POLICIES**

- 1) We will strive to maintain a diversified and stable revenue base that is not overly dependent on any land use, major taxpayer, revenue type, restricted revenue, or external revenue. We will aggressively pursue revenue collection and auditing to assure that moneys due are accurately received in a timely manner.
- 2) We will seek Federal and State grants and reimbursements for costs whenever possible.
- 3) We will investigate potential new revenue sources.
- 4) We will work proactively with the League of California Cities and local communities to monitor legislation that may impact the City financially.
- 5) We will avoid targeting revenues for specific purposes whenever possible.
- 6) We will impose user fees when appropriate.
- 7) We will adopt a user fee policy that establishes desired levels of cost recovery and determines the minimum frequency of user fee reviews.
- 8) We will maintain and further develop methods to track major revenue sources and evaluate financial trends.
- 9) We will establish methods to maximize the accuracy of revenue forecasts.
- 10) Revenues will be estimated using accepted standards and estimates provided by the State and other governmental agencies.

C. COST OF SERVICES POLICIES

- 1) Fees and charges for services will be determined based on the total direct and indirect cost of the activity, including administrative overhead and depreciation, where applicable. In certain circumstances, it may be appropriate to subsidize fees, where full cost recovery may be unrealistic.
- 2) We will recover the costs of new facilities and infrastructure necessitated by development, consistent with State law.
- 3) We will consider requiring large developments to prepare a fiscal analysis that will measure the direct and indirect costs of the project, as well as the benefits to the City.
- 4) Managers should be aware of the cost of services and propose the most effective methodology for providing those services.

D. RESERVES AND FUND BALANCE POLICIES (per GASB 54)

- 1) We will work toward establishing, dedicating and maintaining reserves annually to meet known and estimated future obligations. The hierarchy followed to deplete these reserves is as follows: first unassigned fund balance will be depleted; second assigned fund balances will be depleted at the discretion of the City Manager; and lastly committed fund balances will be depleted in accordance with item 3a(ii) or 3b(ii) below, and formal action of the City Council.



- 2) The Government Finance Officers Association (GFOA) has issued their best practice in determining the appropriate level of unrestricted fund balance in the General Fund to be at a minimum of no less than two months of regular general fund operating revenues or expenses which equates to approximately 17%. The GFOA definition of unrestricted fund balance includes three general categories: committed fund balance, assigned fund balance and unassigned fund balance. For the City's purpose, we will include committed and assigned balances when reviewing the reserve percentages. The total of these two categories will be maintained at or above the GFOA best practice amount.
- 3) We will commit amounts of fund balance for specific purposes as determined by formal action of the City Council, which include but are not limited to committing fund balance reserves for the following:
 - a. Economic Uncertainties (as updated by Council June 10, 2024)
 - i. General Fund committed fund balance for Economic Uncertainties equal to a minimum of 12.5% of the General Fund expenditures with a target of increasing to 20% of General Fund expenditures.
 - ii. Once established, appropriations from the Economic Uncertainties fund balance commitment can only be made by formal action of the City Council. Appropriations and access to these funds will be reserved for emergency situations and not to be used for ongoing expenditures. Emergency situations are further defined as catastrophic disasters as declared locally or by the state or federal government or budgeted revenue taken by another government entity.
 - b. Strategic Property Acquisitions (as approved by Council October 25, 2010)
 - i. General Fund committed fund balance for Strategic Property Acquisitions accumulates funds from the proceeds of future sales of City properties, as directed by the City Manager or City Council.
 - ii. Once established, appropriations from the Strategic Property Acquisitions fund balance commitment can only be made by formal action of the City Council. Generally, appropriations and access to these funds will be reserved for funding strategic property acquisitions by the City.
- 4) We will assign amounts of fund balance for specific purposes as determined by City Manager recommendation, as delegated by formal action of the City Council, which include but are not limited to assigning fund balance reserves for the following:
 - a. Liability insurance.
 - b. Unfunded liabilities
 - c. Strategic Property Acquisition
 - d. State Budget Contingencies.
 - e. Undesignated litigation.
 - f. Replacement of facilities and infrastructure.
 - g. Continuing appropriations (encumbrances and projects carried over from a prior year to the new fiscal year).
 - h. Debt service for future debt obligations/payments.

**E. EXPENDITURE AND BUDGET POLICIES**

- 1) The operating budget will be prepared to fund current year expenditures with current year revenue. Surplus fund balances may be used to increase fund balance reserves, fund Capital Improvement Projects or be carried forward to fund future years' operating budgets when necessary to stabilize services and fund capital outlay.
- 2) We will assume normal inflationary growth in accordance with the consumer price index for operating expenses.
- 3) We will assume personnel costs based on current Memoranda of Understanding in effect at the time.
- 4) Any new or expanded programs will require identification of new funding sources and/or off-setting reductions in expenditures in other programs.
- 5) We will deliver service in the most cost effective manner.
- 6) The budget will state the objectives of each of the operating programs.
- 7) The budget will fully account for and apportion all costs, fees and General Fund transfers associated with Special Revenue and Enterprise Funds.
- 8) All budget transfers require the approval of the City Manager or designee. However, transfers of appropriations that increase the total appropriations of a fund must be approved by the City Council.
- 9) We will maintain a long-range fiscal perspective through the use of a biennial operating budget, a five-year capital improvement program and a ten-year financial forecast.
- 10) The biennial budget will be adopted by Resolution of the City Council by July 1st every other year.
- 11) A mid-cycle budget status report will be prepared and presented to the City Council in the spring of the first year of the budget that will include projections to year-end and any adjustments required for the second year of the biennial budget.
- 12) Staff will provide a written report to Council quarterly on the City's General Fund revenues and expenditures.

F. CAPITAL IMPROVEMENT POLICIES

- 1) We will construct capital improvements in accordance with an adopted capital improvement program.
- 2) We will develop a five-year plan for capital improvements to be reviewed and, if necessary, updated as part of the budget process. Future capital expenditures will be projected for a five-year period based on changes in the community population, real estate development or replacement of infrastructure.
- 3) We will coordinate preparation of the Capital Improvement Budget with preparation of the Biennial Operating Budget. Future operating costs associated with new capital improvements will be projected and included in Operating Budget forecasts.
- 4) We will identify the estimated costs and potential funding sources for each proposed capital project before it is submitted to Council for approval.
- 5) We will attempt to determine the least costly financing method for all new projects.

**G. FIXED ASSET AND INFRASTRUCTURE ASSET POLICIES**

- 1) We will capitalize all assets with a cost greater than \$5,000 and a useful life of more than one year.
- 2) All fixed assets and infrastructure assets are assigned an asset number that is recorded in the fixed asset software. Where applicable, the asset number is affixed or tagged to the asset.
- 3) Infrastructure related capital projects will be capitalized as construction in progress until completed. Costs to be capitalized include direct costs such as labor, materials and transportation, indirect costs such as engineering and construction management and ancillary costs such as construction period interest.
- 4) Repairs and maintenance to infrastructure assets will generally not be subject to capitalization unless the repair extends the useful life of the asset.
- 5) A physical inventory process will be initiated by staff when appropriate.

In addition, the City has three other financial policies that are reviewed and approved separately by the City Council. The three other financial policies are:

- 1) Investment Policy – last adopted by the City Council on June 10, 2024 via Resolution 2024-059;
- 2) Debt Management Policy - last adopted by the City Council on May 22, 2023 via Resolution 2023-058; and
- 3) Debt Disclosure Procedure Policy - last adopted by the City Council on May 22, 2023 via Resolution 2023-058.

These policies can be found on our website in the following location:

[https://www.cityofsancarlos.org/city_hall/departments_and_divisions/administrative_services/finance/financial_reports_and_policies/index.php#outer-101.](https://www.cityofsancarlos.org/city_hall/departments_and_divisions/administrative_services/finance/financial_reports_and_policies/index.php#outer-101)

SAN CARLOS THROUGH THE YEARS - 1900S

SAN MATEO RAILWAY PROJECT.

Double Track May Soon Be Built From San Francisco to San Jose.

REDWOOD CITY, CAL., Dec. 9.—From present indications it would seem that before the end of another year San Mateo County people will see the completion of a double railroad track from one end of the county to the other. For many years the railroad company has talked of putting in a double track from San Francisco to San Jose, but only lately has it taken any active steps to put the plan into operation.

Persons owning property along the line of the track are granting rights of way. Yesterday two deeds were filed of record in the clerk's office of the county, granting land in the vicinity of San Carlos to the Southern Pacific Railroad Company.

For the consideration of \$1 Mary Burke Brittain deeds to the company a strip of land 20 feet wide by 620 feet long, on the west side of the railroad track and parallel to it. The grant is made on condition that the railroad company shall construct within one year a roadway sixty feet in width, and that it shall move back right of way fences and plant shade trees along the same. The property conveyed is to be used for railroad purposes, and if abandoned at any time for such use shall revert to the grantor.

The second deed is signed by J. C. Johnson, and is of exactly the same import, except that the land conveyed immediately adjoins the Brittain property on the south, and conveys a strip of land 20 feet wide by 1810 feet long. By these two deeds the railroad company acquires a continuous stretch of land over a half mile long.

San Carlos Will Have a Church.

A well-known resident of San Carlos has tendered the promoters of an Episcopal Church at that place the deed to a lot and also a sufficient quantity of stone to construct a suitable house of worship. Recently services have been held in the railway station. It is expected work on the new building will be commenced shortly. It is the intention of the members of the new parish to erect one of the most attractive church buildings in the State.

June 09, 2025

San Francisco Grows Down the Peninsula

Tracts Are Being Opened For Sale. We Have Our Tract--We Offer You A Paying Interest.



THIS MAP SHOWS THE LOCATION OF SAN CARLOS PARK WITH REFERENCE TO SAN FRANCISCO AND THE DUMBARTON CUT-OFF.

The San Carlos Park Syndicate owns 2660 acres of excellent land at San Carlos, 30 minutes from San Francisco, on the Southern Pacific Railroad (main line to Los Angeles.) This land is located on railroads long in operation and on the line of several proposed electric roads. The land is suitable for residence lots, villa tracts, town sites, orchards, vineyards, and small farms. The land is several hundred feet above the sea level and commands a beautiful view of the surrounding country and San Francisco Bay. This land also possesses shipping facilities very advantageous to industrial enterprises. Within a few miles is located the Leland Stanford, Jr., University. This land is three miles below the fog belt and is protected from winds, fogs and storms. The climate is ideal. The famous Dumbarton Cut-Off begins just below San Carlos, putting San Carlos Park on a transcontinental line.

The Spring Valley Water Co. leases \$90 acres of our land for \$5000 a year. Some of our agricultural lands are leased for \$2500 a year. We are receiving a total revenue right NOW of \$7500 a year.

The land is excellent, the climate is ideal, the location is perfect. It is on the railroads now. This land is a splendid investment now. What will it be when the Dumbarton Cut-Off is completed, when the Bay Shore Cut-Off is running, when the proposed electric lines are built, when San Francisco grows larger, pushing the homes of its toilers down the peninsula, but within easy access of their offices and shops?

We Offer You An Interest in This Land

The San Carlos Park Syndicate is incorporated for \$1,000,000 (10000 shares) at the par value of \$100 each. We need money for more improvements, such as laying out and macadamizing streets, laying cement sidewalks, water and gas mains, electric lighting, etc. For these purposes the San Carlos Park Syndicate have issued \$100,000 in five-year, 6 per cent. first mortgage, gold bonds, with interest payable semi-annually. Only \$25,000 of these bonds are offered for sale now. With this issue will be given a

Bonus of \$200 in Syndicate Stock With Every \$100 Bond Purchased

We can't tell you all in this announcement. Write for our complete literature—you will learn every detail, the safeguards and the protection offered the investors. You will be introduced to the officers and men back of the Syndicate. You have an opportunity to get in with us to make some money. It will pay you at least to investigate our proposition.

Fill Out and Send this Coupon to Us at Once--It Will Obligate You in No Way

San Carlos Park Syndicate

395 MONADNOCK BUILDING, SAN FRANCISCO.

INFORMATION COUPON.
San Carlos Park Syndicate, 395 Monadnock Building, San Francisco.
Please send me full particulars and literature concerning your bonds

Name
Address etc

Burglary at San Carlos.

Some unknown person or persons entered the residence of Captain Smith at San Carlos last week and ransacked the rooms, taking away with them a solid silver bell, one solid silver sugar tongs, one-half dozen silver-plated teaspoons, one-half dozen silver-plated knives, one-half dozen silver-plated forks. Many articles of value in the house were left by the culprits. Had they chose, the thieves could have made quite a haul. Sheriff Mansfield has been notified and is in search of the burglars.

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**RESOLUTION NO. 2025 – 033****A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN CARLOS
ADOPTING THE FINANCIAL POLICIES.**

WHEREAS, the City of San Carlos has established Financial Policies to ensure that the City's finances are managed in a manner that will continue to provide for the delivery of quality services, maintain and enhance service delivery as the community grows in accordance with the General Plan, guarantee a two-year balanced budget, and establish reserves necessary to meet known and unknown future obligations; and

WHEREAS, the City Council last reviewed and updated the Financial Policies on June 10, 2023 as part of the adoption of the Fiscal Year (FY) 2023-25 Biennial Budget; and

WHEREAS, the following changes are recommended:

- 1) Updating section 3.a. Economic Uncertainties in the attached Financial Policies (red-lined version) to bring the wording in line with resolution 2024-071 passed on June 10, 2024 which clarified the definition of an emergency for which the Economic Uncertainties reserve can be used, thereby classifying it as committed fund balance;
- 2) Removing the reference to Equipment and Vehicle Replacement reserves since this activity is now accounted for within its own internal service fund;
- 3) Adding unfunded liabilities and strategic property acquisition as possible purposes for which assignments of fund balance may be made. Staff recommend review of the financial policies as part of the biennial budget process.

NOW, THEREFORE BE IT RESOLVED, that the San Carlos City Council hereby adopts the City's Financial Policies.

* * * * *

I, City Clerk Crystal Mui, hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the City Council of the City of San Carlos at a scheduled meeting thereof held on the 12th day of May 2025, by the following vote:

AYES, COUNCILMEMBERS: DUGAN, LAYTON, RAK, VENKATESH, MCDOWELL

NOES, COUNCILMEMBERS: NONE

ABSENT, COUNCILMEMBERS: NONE


CITY CLERK of the City of San Carlos

APPROVED:


MAYOR of the City of San Carlos

June 09, 2025

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SAN CARLOS THROUGH THE YEARS - 1910S

BOOSTERS MEETING HELD AT SAN CARLOS SATURDAY EVENING

**OPEN AIR DANCE FOLLOWED THE MEETING—MUSIC BY THE
REDWOOD CITY BAND—REFRESHMENTS SERVED
—NEXT MEETING ON THE COAST SIDE**

There's but one queen hamlet in San Mateo county—in point of feminine boosters. That place is San Carlos, and Saturday night's booster meeting of the development association proved it. The future may see her rivaled in that regard, but as yet she stands alone.

It was a scene of beauty such as is not soon forgotten. Visiting boosters, arriving by train and motor, were given their first surprise at the railroad station, whose exterior was decorated with Japanese lanterns. The waiting room rivaled a hothouse with flowers and potted plants. Stretching up the long avenue were hundreds of other lanterns, guarded by homes similarly decorated, struggling with the moon for supremacy at the A. J. Winter home, the scene of the outdoor mass meeting. And to the women is much credit due, for they had charge of the decorations, refreshment and music committees.

W. J. Martin opened the meeting with a brief speech on the purposes and aims of the organization, outlining some of the many lines of endeavor that lay open. "I've been a resident of this county 22 years," said Chairman John W. Bourdette. "We have a bunch of people who say 'let George do it.' But it's different now. This is the first booster's meeting that I've attended. They've generally been knocker's," he continued. "All we need to more than rival Alameda and Marin counties is a reduction of rates. Whatever else this development board does, it should accomplish that," said D. G. Doubleday.

Miss Letitia Adams, one of the fairest of the San Carlos boosters, scored a hit with her ragtime ditties, one of them being an original boost song entitled, "San Carlos Flo."

"San Mateo county can make as

much showing for herself as San Carlos has tonight," said District Attorney Swart. "It's the get-together spirit that brings results," argued W. F. Chipman, a leading San Carlos booster. Introduced by Chairman Bourdette as the "next United States Senator from California," Samuel M. Shortridge arose to a combined chorus of cheers, motor horns and hand-clapping.

"Even the moon, like the committee, is full—of enthusiasm," commenced Shortridge. "Intelligence, unconquerable enthusiasm of its people has turned Southern California into a paradise. What has been said of Southern California is equally true of the San Joaquin valley. Even Sacramento has taken on a new lease of life. Blest with soil, climate and water as this county is, nature has done everything within the prodigality of heaven. It remains for man and woman by co-operation, intelligence and harmony of action to put this county before the eyes of the state and those who shall come hither," said Shortridge.

Following the meeting an open-air dance was held, music being furnished by the Redwood City band, which was in attendance throughout the meeting. James Fitzgerald sang to advantage. During the dance refreshments were served and the audience left fully convinced that for red-hot, dyed-in-the-wool booster spirit the men, and women of San Carlos at present hold the palm.

Have you been to the coast side of late? No, we thought not. Sunday, the 18th is the time for you to go. The boosters are bound for Marine View and you're wanted. Come, take San Mateo suburban car and catch Ocean Shore train at 10:32 at Palm.

(Continued on Page Six.)

BIG IMPROVEMENTS ARE BEGUN IN SAN CARLOS

**Plans for Town de Luxe Are
Under Way**

[Special Dispatch to The Call]

SAN CARLOS, Aug. 6.—Anticipating a rapid growth of this locality with the extension of the Peninsula railway company's electric line, from Palo Alto to San Mateo, which, it is announced, will be constructed within a year, the San Carlos park syndicate, backed by San Francisco capital, yesterday commenced improvements which will involve an expenditure of more than \$150,000.

The holdings of the syndicate comprise all of the property formerly owned by Timothy Guy Phelps. James H. Foltis, president of the company, recently interested several San Francisco capitalists in his undertaking, with the result that the latter have given it their strong financial support. Among them are Eugene de Saba and Joseph D. Grant. Rumors of country clubs, golf links and other society appurtenances have filled the air, and it is said that the society men interested in the company may make San Carlos another town de luxe.

Among the improvements under way is the construction of an asphalt boulevard 100 feet wide leading from San Carlos station back toward the Nat Brittain place in the foothills. This thoroughfare will consist of three distinct roadways separated by parks and fountains and is planned to be the most beautiful boulevard along the peninsula. An elaborate water works is being constructed by the company and it plans to furnish water to the entire surrounding country.

Art Improvements

Refined home surroundings
accord with the high character of
community rapidly springing up

City
Comforts

Quick
Transit

San Carlos Park

On the Peninsula.
Out of Wind and Fog.

Prices Are YET Moderate

For appointment to motor to
the property, address

San Carlos Park Syndicate
Monadnock Building
San Francisco



June 09, 2025

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CITY OF SAN CARLOS DEBT MANAGEMENT POLICY

ADOPTED MAY 22, 2023

RESOLUTION 2023-058

This Debt Management Policy (this “Policy”) establishes the parameters within which debt may be issued and administered by the City of San Carlos, the San Carlos Housing Authority and each other entity for which the City Council of the City serves as the governing body, other than the Successor Agency to the San Carlos Redevelopment Agency. The Successor Agency to the San Carlos Redevelopment Agency has adopted a separate debt management policy.

A. PURPOSE

The purpose of this Policy is to establish guidelines and parameters for the effective governance, management and administration of debt and other financing obligations issued by the City.

As used in this Policy, “City” shall mean the City of San Carlos and/or its related entities, as the context may require. As used in this Policy, “debt” shall be interpreted broadly to mean bonds, notes, certificates of participation, financing leases, or other financing obligations, but the use of such term in this Policy shall be solely for convenience and shall not be interpreted to characterize any such obligation as an indebtedness or debt within the meaning of any constitutional debt limitation where the substance and terms of the obligation comport with exceptions thereto. This Policy shall apply to all debt issued or sold to third party lenders or investors and does not pertain to City internal inter-fund borrowings or any employee benefit obligations.

B. BACKGROUND

The City and its related entities are committed to fiscal sustainability by employing long-term financial planning efforts, maintaining appropriate reserves levels and employing prudent practices in governance, management, budget administration and financial reporting.

Debt levels and their related annual costs are important long-term obligations that must be managed within available resources. A disciplined thoughtful approach to debt management includes policies that provide guidelines for the City and its related entities to manage their collective debt program in line with those resources. Therefore, the objective of this policy is to



provide written guidelines and restrictions concerning the amount and type of debt and other financing obligations issued by the City and its related entities and the ongoing management of the debt portfolio.

This Policy is intended to improve the quality of decisions, assist with the determination of the structure of debt issuance, identify policy goals, and demonstrate a commitment to long-term financial planning, including a multi-year capital plan. Adherence to a local debt policy signals to rating agencies and the capital markets that a government is well managed and should meet its obligations in a timely manner.

C. CONDITIONS AND PURPOSES OF DEBT ISSUANCE

1. Acceptable Conditions for the Use of Debt

The City believes that prudent amounts of debt can be an equitable and cost-effective means of financing major infrastructure and capital asset and project needs of the City. Debt will be considered to finance such projects if:

- a) The project has been, or will be, included in the City's capital improvement plan or has otherwise been coordinated with the City's planning goals and objectives.
- b) The project can be financed with debt not exceeding the term specified in Section E.1 of this Policy, to assure that long-term debt is not issued to finance projects with a short useful life.
- c) It is the most cost-effective funding means available to the City, taking into account cash flow needs and other funding alternatives.
- d) It is fiscally prudent and meets the guidelines of this Policy. Any consideration of debt financing shall consider financial alternatives, including pay-as-you-go funding, proceeds derived from development or redevelopment of existing land and capital assets owned by the City, and use of existing or future cash reserves, or combinations thereof.
- e) The project to be financed will provide benefit to constituents over multiple years.

2. Acceptable Uses of Debt and Proceeds of Debt

The primary purpose of debt is to finance one of the following:

- a) The City will consider long-term financing for the acquisition, substantial refurbishment, replacement, or expansion of capital assets (including but not limited to land improvements, infrastructure projects, equipment and water rights) for the following purposes:
 - i. Acquisition and or improvement of land, right-of-way or long-term easements.
 - ii. Acquisition of a capital asset with a useful life of three or more years.
 - iii. Construction or reconstruction of a facility.



- iv. Although not the primary purpose of the financing effort, project reimbursables that include project planning design, engineering and other preconstruction efforts; project-associated furniture fixtures and equipment; capitalized interest, original issue discount, underwriter's discount, and other costs of issuance.
- b) Refunding, refinancing, or restructuring debt (including without limitation the refinancing or advance funding of City pension obligations), subject to refunding objectives and parameters discussed in Section G.

3. Short-Term Debt

- a) In the event of temporary shortfalls in cash flow for City operation costs due to timing of receipt of revenues and the lack of cash on hand to cover the temporary deficit, the City may consider interim or cash flow financing, such as anticipation notes. In compliance with applicable state law, any such notes shall be payable either (i) not later than the last day of the fiscal year in which it is issued, or (ii) during the fiscal year succeeding the fiscal year in which issued, but in no event later than 15 months after the date of issue, and only if such note is payable only from revenue received or accrued during the fiscal year in which it was issued.
- b) Short-term debt may be used to finance short-lived capital projects, such as lease purchase financing or equipment.
- c) Prior to issuance of any short-term debt, a reliable revenue source shall be identified for repayment of the debt.

4. Internal Control Procedures Concerning Use of Proceeds of Debt

One of the City's priorities in the management of debt is to assure that the proceeds of the debt will be directed to the intended use for which the debt has been issued. In furtherance of this priority, the following procedures shall apply:

- a) The Administrative Services Department – Finance Division (Finance Division) shall retain, for the applicable period specified in Section H.4. of this Policy, a copy of each annual report filed with the California Debt and Investment Advisory Commission ("CDIAC") pursuant to Section 8855(k) of the California Government Code concerning (1) debt authorized during the applicable reporting period (whether issued or not), (2) debt outstanding during the reporting period, and (3) the use during the reporting period of proceeds of issued debt.
- b) In connection with the preparation of each annual report to be filed with CDIAC pursuant to Section 8855(k) of the California Government Code, the Finance Division shall keep a record of the original intended use for which the debt has been issued, and indicate whether the proceeds spent during the applicable one-year reporting period for such annual report comport with the intended use (at the time of original issuance or as modified pursuant to the following sentence). If a change in intended use has been authorized subsequent to the original issuance of the debt, the



Finance Division shall indicate in the record when the change in use was authorized and whether the City Council, City Manager, or another City official has authorized the change in intended use. The Administrative Services Director or his or her designee shall report apparent deviations from the intended use in debt proceeds to the City Manager for further discussion, and if the City Manager determines appropriate in consultation with legal counsel (which may be bond counsel, if applicable, or the City Attorney), to the City Council.

- c) If the debt has been issued to finance a capital project and the project timeline or scope of project has changed in a way that all or a portion of the debt proceeds cannot be expended on the original project, the Administrative Services Director shall consult with the City Manager and legal counsel (which may be bond counsel, if applicable, or the City Attorney) as to available alternatives for the expenditure of the remaining debt proceeds (including prepayment of the debt).
- d) Financings on behalf of other entities - The City may also find it beneficial to issue debt on behalf of other governmental agencies, such as Silicon Valley Clean Water (SVCW), to further the public purposes of the City. In such cases, the City shall take reasonable steps to confirm the financial feasibility of the project to be financed and the financial solvency of any borrower and that the issuance of such debt is consistent with the policies set forth herein.

D. TYPE OF FINANCING INSTRUMENTS; AFFORDABILITY AND PLANNING POLICIES

The City recognizes that there are numerous types of financing structures and funding sources available, each with specific benefits, risks, and costs. All potential funding sources are reviewed by management within the context of this Policy and the overall portfolio to ensure that any financial product or structure is consistent with the City's objectives. Regardless of what financing structure(s) is utilized, due diligence review must be performed for each transaction, including the quantification of potential risks and benefits, and analysis of the impact on City creditworthiness and debt affordability and capacity.

Prior to the issuance of debt or other financing obligations to finance a project, the City will carefully consider the overall long-term affordability of the proposed debt issuance. The City shall not assume more debt or other financing obligations without conducting an objective analysis of the City's ability to assume and support additional debt service payments. The City will consider its long-term revenue and expenditure trends, the impact on operational flexibility and the overall debt burden on the taxpayers. The evaluation process shall include a review of generally accepted measures of affordability and will strive to achieve and or maintain debt levels consistent with its current operating and capital needs.

1. **General Fund-Supported Debt** – General Fund Supported Debt generally include Certificates of Participation ("COPs") and Lease Revenue Bonds ("LRBs") which are lease obligations that are secured by an installment sale or by a lease-back arrangement between the City and another public entity. Typically, the City appropriates available General Fund moneys to pay the lease payments to the other public entity and, in turn, the public entity uses such lease payments received to pay debt service on the bonds or Certificates of Participation.



General Fund Supported Debt may also include bonds issued to refund obligations imposed by law, such as judgments (judgment obligation bonds (“JOBs”)) or unfunded accrued actuarial liabilities for pension plans (pension obligation bonds (“POBs”)).

These obligations do not constitute indebtedness under the state constitutional debt limitation and, therefore, are not subject to voter approval.

Payments to be made under valid leases are payable only in the year in which use and occupancy of the leased property is available, and lease payments may not be accelerated. Lease financing requires the fair market rental value of the leased property to be equal to or greater than the required debt service or lease payment schedule. The lessee (the City) is obligated to include in its Annual Budget and appropriate the rental payments that are due and payable during each fiscal year the lessee has use of the leased property.

The City should strive to maintain its net General Fund-backed annual debt service at or less than [8%] of available annually budgeted revenue. This ratio is defined as the City’s annual debt service requirements on General Fund Supported Debt (including, but not limited to, COPs, LRBs, JOBs, and POBs) compared to total annual General Fund Revenues net of inter-fund transfers out.

2. **Revenue Bonds** – Long-term obligations payable solely from specific special fund sources, in general, are not subject to a debt limitation. Examples of such long-term obligations include those which are payable from a special fund consisting of restricted revenues or user fees (Enterprise Revenues) and revenues derived from the system of which the project being funded is a part.

In determining the affordability of proposed revenue bonds, the City will perform an analysis comparing projected annual net revenues (exclusive of depreciation which is a non-cash related expense) to estimated annual debt service. The City should strive to maintain a coverage ratio of 110% (or such higher coverage ratio included in the City’s existing financing documents), using historical and/or projected net revenues to cover annual debt service for bonds. To the extent necessary, the City shall undertake proceedings for a rate increase to cover both operations and debt service costs, and create debt service reserve funds to maintain the required coverage ratio.

The City may enter into agreements and other long-term obligations supporting revenue bonds issued by joint powers authorities of whom the City is a member, including, for example, Silicon Valley Clean Water (SVCW) and South Bayside Waste Management Authority (SBWMA).

3. **Special Districts Financing** – Special districts primarily consist of Community Facilities Districts (“CFDs”) and 1913/1915 Act Assessment Districts (“Assessment Districts”). The City will consider requests for special district formation and debt issuance when such requests address a public need or provide a public benefit. Each application will be considered on a case by case basis, and the Finance Department may not recommend a financing if it is determined that the financing could be detrimental to the debt position or the best interests of the City.

4. **General Obligation Bonds** – Notwithstanding their name, General Obligation Bonds are not general obligations of the City, but instead they are payable from



and secured by a dedicated, voter-approved property tax override rate (*i.e.*, a property tax in excess of the 1% basic *ad valorem* property tax rate which has received the approving two-thirds vote of the City's electorate). While the dedicated revenue stream to repay the debt makes General Obligation Bonds an attractive option, additional considerations for this financing mechanism include the time and expense of an election, the possibility that the electorate will not approve the ballot measure, and the legal bonding capacity limit of the assessed value of all taxable property within the City. (At the time of the adoption of this Policy, the legal bonding capacity limit for a California general law city is 3.75% of the assessed value of all taxable property within the City.)

5. **Tax Increment Financing** – Tax increment financing is a financing method whereby a portion of *ad valorem* property taxes (commonly called the “tax increment”) that are allocated to an entity, such as a successor agency to redevelopment agency (Successor Agency), an enhanced infrastructure financing district (“EIFD”), a community revitalization and investment authority (CRIA) or an infrastructure and revitalization financing district (“IRFD”), and the entity is permitted to incur debt payable from and secured by the tax increment revenues. While tax increment debt for redevelopment agencies and Successor Agencies is entitled to the benefits of Article XVI, Section 16, of the California Constitution, no similar provision exists for EIFDs, CRIAs and IRFDs at the time of adoption of this Policy. Therefore, when considering EIFD, CRIA or IRFD financing, or other types of tax increment financing which may be permitted by law in the future, debt limit concerns should be analyzed with respect to the proposed structure and taken into account in determining the practical viability of the proposed financing.
6. **Conduit Debt** – Conduit financing provides for the issuance of securities by a government agency to finance a project of a third party, such as a non-profit organization or other private entity. The City may sponsor conduit financings for those activities that have a general public purpose and are consistent with the City's overall service and policy objectives. Unless a compelling public policy rationale exists, such conduit financings will not in any way pledge the City's faith and credit.
7. **Short-Term and Other Debt** – Tax and revenue anticipation notes, bond or grant anticipation notes, etc.

E. STRUCTURE OF DEBT

1. **Term of Debt** – In keeping with Internal Revenue Service regulations for tax-exempt financing obligations, the weighted average maturity of the debt should not exceed 120 percent of the weighted average economic life of the facilities or projects to be financed, unless specific circumstances exist that would mitigate the extension of time to repay the debt and it would not cause the City to violate any covenants to maintain the tax-exempt status of such debt, if applicable.
2. **Rapidity of Debt Payment; Level Payment** – To the extent practical, bonds will be amortized on a level repayment basis, and revenue bonds will be amortized on a level repayment basis considering the forecasted available pledged revenues to achieve the lowest rates possible. Bond repayments should not increase on an annual basis in excess of 2% without a dedicated and supporting revenue funding stream.



Accelerated repayment schedules reduce debt burden faster and reduce total borrowing costs. The Administrative Services Department will amortize debt through the most financially advantageous debt structure and to the extent possible, match the City's projected cash flow to the anticipated debt service payments. "Backloading" of debt service will be considered only when one or more of the following occur:

- a) Natural disasters or extraordinary or unanticipated external factors make payments on the debt in early years prohibitive.
 - b) The benefits derived from the debt issuance can clearly be demonstrated to be greater in the future than in the present.
 - c) Such structuring is beneficial to the aggregate overall debt payment schedule or achieves measurable interest savings.
 - d) Such structuring will allow debt service to more closely match projected revenues, whether due to lower project revenues during the early years of the project's operation, inflation escalators in the enterprise user rates, or other quantifiable reasons.
3. **Serial Bonds, Term Bonds, and Capital Appreciation Bonds** – For each issuance, the City will select serial bonds or term bonds, or both. On the occasions where circumstances warrant, Capital Appreciation Bonds (CABs) may be used. The decision to use term, serial, or CAB bonds is driven based on market conditions.
4. **Reserve Funds** – To the extent that the use of available City moneys to fund a reserve fund provides an economic benefit that offsets the cost of financing the reserve fund from bond proceeds (as determined by the Administrative Services Director in consultation with the City's municipal advisor and, if applicable, the underwriter for the bonds), the City may use legally permitted moneys to fund a reserve fund (in cash or through the purchase of a debt service reserve surety bond or insurance policy) for the proposed bonds, up to the maximum amount permitted by applicable law or regulation. Typically, this amount is equal to the least of: (i) maximum annual debt service on the bonds, (ii) 10% of the principal amount of the bonds (or 10% of the sale proceeds of the bonds, within the meaning of Section 148 of the federal Internal Revenue Code), or (iii) 125% of average annual debt service on the bonds.

F. USE OF ALTERNATIVE DEBT INSTRUMENTS

Alternative debt instruments and financing structures sometimes can provide a lower cost of borrowing in the short run, but may involve greater medium-term or long-term risk. Due diligence review must be performed for each transaction, including the quantification of potential risks and benefits, analysis of the impact on City creditworthiness and debt affordability and capacity, and an evaluation of the ability of the City to withstand the medium-term or long-term risk attendant to alternative debt instruments, including the feasibility of exit strategies.

1. Variable Rate Debt

Variable rate debt affords the City the potential to achieve a lower cost debt depending on market conditions. However, the City will not seek the use of variable-rate debt due to the potential risks of such instruments.



2. Derivatives

The City will not use derivative products for any transaction, nor will the City allow any financing structure to create current or future exposure to the risks of derivatives.

G. REFUNDING GUIDELINES

The Administrative Services Director shall monitor all outstanding City debt obligations for potential refinancing opportunities. The City will consider refinancing of outstanding debt to achieve annual savings or to refinance a bullet payment or spike in debt service. Except for instances in which a bullet payment or spike in debt service is being refinanced, absent a compelling reason or financial benefit to the City, any refinancing should not result in an increase to the weighted average life of the refinanced debt.

Except for instances in which a bullet payment or spike in debt service is being refinanced, the City will generally seek to achieve debt service savings which, on a net present value basis, are at least 3% of the debt being refinanced. The net present value assessment shall factor in all costs, including issuance, escrow, and foregone interest earnings of any contributed funds on hand. Any potential refinancing shall additionally consider whether an alternative refinancing opportunity with higher savings is reasonably expected in the future. Refundings which produce a net present value savings of less than 3% will be considered on a case-by-case basis.

H. MARKET COMMUNICATION, ADMINISTRATION, AND REPORTING

1. **Rating Agency Relations and Annual or Ongoing Surveillance** – The Administrative Services Director shall be responsible for maintaining the City's relationships with S&P Global Ratings, Fitch Ratings and Moody's Investors Service, as applicable. These agencies' rating criteria often change and the City cannot control the decisions made by any rating agency. However, for each debt issue that the City will seek a rating assignment, the City will strive to obtain and maintain the highest possible underlying, uninsured rating. In addition to general communication, the Administrative Services Director shall:
 - a) Ensure the rating agencies are provided updated financial statements of the City as they become publicly available.
 - b) Communicate with credit analysts at each agency as may be requested by the agencies.
 - c) Prior to each proposed new debt issuance, schedule meetings or conference calls with agency analysts and provide a thorough update on the City's financial position, including the impacts of the proposed debt issuance.
2. **Council Communication** – The Administrative Services Director should report feedback from rating agencies, when and if available, regarding the City's financial strengths and weaknesses and areas of concern relating to weaknesses as they pertain to maintaining the City's existing credit ratings.

June 03, 2025 **Continuing Disclosure Compliance** – The City shall remain in compliance with Rule 15c2-12, promulgated by the Securities and Exchange Commission under



the Securities Exchange Act of 1934, by filing (to the extent required by the applicable continuing disclosure undertaking) its annual financial statements and other financial and operating data for the benefit of its bondholders within 270 days of the close of the fiscal year, or by such other annual deadline required in any continuing disclosure agreement or certificate for any debt issue. The City shall maintain a log or file evidencing that all continuing disclosure filings have been made promptly.

4. **Debt Issue Record-Keeping** – A copy of all debt-related records shall be retained at the City's offices. At minimum, these records shall include all official statements, bond legal documents/transcripts, resolutions, trustee statements, leases, and title reports for each City financing (to the extent available).

Such records shall be retained while any bonds of an issue are outstanding and during the three-year period following the final maturity or redemption of the bond issue or, if later, while any bonds that refund bonds of that original issue are outstanding and for the three year period following the final maturity or redemption date of the latest refunding bond issue.

5. **Arbitrage Rebate** – The use of bond proceeds and their investments must be monitored to ensure compliance with all arbitrage rebate requirements of the Internal Revenue Code and related Internal Revenue Service regulations, in keeping with the covenants of the City and/or related entity in the tax certificate for any federally tax-exempt financing. The Administrative Services Director shall ensure that all bond proceeds and investments are tracked in a manner which facilitates accurate calculation; and, if a rebate payment is due, such payment is made in a timely manner.

I. CREDIT RATINGS

The City will consider published ratings agency guidelines regarding best financial practices and guidelines for structuring its capital funding and debt strategies to maintain the highest possible credit ratings consistent with its current operating and capital needs.

J. SB 1029 COMPLIANCE

Senate Bill 1029, signed by Governor Brown on September 12, 2016, and enacted as Chapter 307, Statutes of 2016, requires issuers to adopt debt policies addressing each of the five items below:

- i. *The purposes for which the debt proceeds may be used.*

Section C.2 (Acceptable Uses of Debt and Proceeds of Debt) and Section C.3 (Prohibited Use of Debt and Proceeds of Debt) address the purposes for which debt proceeds may be used.

- ii. *The types of debt that may be issued.*

Section C.3 (Short-Term Debt), Section D (Types of Financing Instruments; Affordable and Planning Policies), Section E (Structure of Debt) and Section F (Use of Alternative Debt Instruments) are among the provisions that provide information regarding the types of debt that may be issued.



- iii. *The relationship of the debt to, and integration with, the issuer's capital improvement program or budget, if applicable.*

Section C.1 (Acceptable Conditions for the Use of Debt) provides information regarding the relationship between the City's debt and Capital Improvement Program.

- iv. *Policy goals related to the issuer's planning goals and objectives.*

As described in Section B (BACKGROUND), Section D (TYPES OF FINANCING; AFFORDABILITY AND PLANNING POLICIES) and other sections, this Policy has been adopted to assist with the City's goal of maintaining fiscal sustainability and financial prudence.

- v. *The internal control procedures that the issuer has implemented, or will implement, to ensure that the proceeds of the proposed debt issuance will be directed to the intended use.*

Section 4 (Internal Control Procedures Concerning Use of Proceeds of Debt) provides information regarding the City's internal control procedures designed to ensure that the proceeds of its debt issues are spent as intended.



CITY OF SAN CARLOS AND THE SAN CARLOS SUCCESSOR AGENCY Debt Disclosure Procedure Policy

APPLICABLE CODES AND REGULATIONS:

Section 17 of the Securities Act of 1933 and Section 10(b) of the Securities and Exchange Act of 1934, and regulations adopted by the Securities and Exchange Commission (“SEC”) under those acts, particularly “Rule 10b-5” under the 1934 Act.

PURPOSE:

These Debt Disclosure Procedures (the “Procedures”) memorialize and communicate procedures in connection with obligations, including notes, bonds, loans and other debt obligations, issued by or on behalf of the City of San Carlos and the San Carlos Successor Agency (the “City”), or for which the City supplies material information to potential purchasers of the obligations (such as bonds for Silicon Valley Clean Water), so as to ensure that the City continues to comply with all applicable disclosure obligations and requirements under the federal securities laws.

BACKGROUND:

The City may from time to time issue revenue bonds, notes, loans or other debt obligations or supply material information to potential purchasers of bonds, notes, loans or other debt obligations issued by other entities (such as Silicon Valley Clean Water) (collectively, “Obligations”) in order to fund or refund capital investments, other long-term programs and working capital needs. In offering Obligations to the public, and at other times when the City makes certain reports, the City must comply with the “anti-fraud rules” of federal securities laws. (“Anti-fraud rules” refers to Section 17 of the Securities Act of 1933 and Section 10(b) of the Securities and Exchange Act of 1934, and regulations adopted by the Securities and Exchange Commission under those acts, particularly “Rule 10b-5” under the 1934 Act.)

The core requirement of these rules is that potential investors in Obligations must be provided with all “material” information relating to the offered Obligations. The information provided to investors must not contain any material misstatements, and or omit material information that would be necessary to provide to investors a complete and transparent description of the Obligations and the City’s financial condition. In the context of the sale of securities, a fact is generally considered to be “material” if there is a substantial likelihood that a reasonable investor would consider it to be important in determining whether or not to purchase the securities being offered.

When Obligations are issued to the public, the two central disclosure documents that are prepared are a preliminary official statement (“POS”) and a final official statement (“OS”, and collectively with the POS, “Official Statement”). The Official Statement generally consists of: (i) the forepart that describes the specific transaction including maturity dates, interest rates, redemption provisions, the specific type of financing, the project and other matters particular to the financing; (ii) a section that provides information on the City (the “City Section”); and (iii) various other appendices, including the City’s audited financial report, form of the proposed legal opinion and forms of continuing disclosure undertakings of the City. Investors use the Official Statement as one of their primary resources for making informed investment decisions regarding the Obligations.

**DISCLOSURE PROCEDURE:**

When the City determines to issue Obligations (or participate in an offering of Obligations being undertaken by another entity), the City Manager requests the involved departments to commence preparation of the portions of the Official Statement (including particularly the City Section) for which they are responsible. While the general format and content of the Official Statement may not normally change substantially from offering to offering, except as necessary to reflect major events, the City Manager and other relevant City staff are responsible for reviewing and preparing or updating the portion of the Official Statement that is within their particular areas of knowledge. Once the draft POS has been substantially updated, the entire draft POS is shared with the City Council for review and input before approval.

Members of the financing team, including Bond and Disclosure Counsel and a municipal advisor (the "Municipal Advisor"), assist staff in determining the materiality of any particular item and in the development of specific language in the City Section. Members of the financing team also assist the City in the development of a "big picture" overview of the City's financial condition, included in the City Section. This overview highlights particular areas of interest. Bond and Disclosure Counsel has a confidential, attorney-client relationship with officials and staff of the City.

The City Manager, Administrative Services Director, or a member of the financing team at the direction thereof, schedules one or more meetings or conference calls with the financing team (which may include City officials, City Attorney, Bond and Disclosure Counsel, the City's Municipal Advisor (and the underwriters of the Obligations, and the underwriters' counsel, if the proposed financing is being undertaken as a negotiated transaction)). New drafts of the forepart of the draft POS and the City Section are then circulated and discussed. Such communications may occur via electronic means rather than by meetings or conference calls. During this part of the process, there is substantial contact among City staff and other members of the financing team to discuss issues that may arise, determine the materiality of particular items and ascertain the prominence in which the items should be disclosed.

Prior to distributing a POS to potential investors, there is typically a formal conference call with City officials involved in the preparation of the POS and members of the financing team (and the underwriters and the underwriters' counsel, if the financing is a negotiated transaction) during which the POS is reviewed in its entirety to obtain final comments and to allow the underwriters (if the proposed financing is being undertaken as a negotiated transaction), to ask questions of the City's senior officials. This is referred to as a "due diligence" meeting.

A substantially final form of the POS is provided to the members of the City Council in advance of approval to afford such members an opportunity to review the POS, ask questions and make comments. The substantially final form of the POS is approved by the City Council, which generally authorizes certain senior staff to make additional corrections, changes and updates to the POS in consultation with the City Attorney and Bond and Disclosure Counsel.

At the time the POS is posted for review by potential investors, senior City officials execute certificates deeming certain portions of the POS complete (except for certain pricing terms) as required by SEC Rule 15c2-12.

Between the posting of the POS for review by potential investors and delivery of the final OS to the underwriter for redelivery to actual investors in the Obligations, any changes and developments will have been incorporated into the POS, including particularly the City Section, if



required. If necessary, to reflect developments following publication of the POS or OS, as applicable, supplements will be prepared and published.

In connection with the closing of the transaction, one or more senior City officials execute certificates stating that certain portions of the OS, as of the date of each OS and as of the date of closing, do not contain any untrue statement of material fact or omit to state any material fact necessary to ensure the statements contained in the OS, in light of the circumstances under which they were made, are not misleading. The City Attorney also provides an opinion letter (generally addressed to the underwriters) advising that information contained in the City Section, as applicable (or specified portions thereof) as of its date did not, and as of the date of the closing, does not contain any untrue statement of a material fact or omitted or omits to state any material fact necessary to ensure the statements therein, in light of the circumstances under which they were made, are not misleading. The City Attorney does not opine to the underwriters or to other third parties as to any financial, statistical, economic or demographic data or forecasts, charts, tables, graphs, estimates, projections, assumptions or expressions of opinion and certain other matters that are customarily excluded. Bond and Disclosure Counsel also provides a negative assurance letter (addressed to the underwriters) with respect to the City Section. Bond and Disclosure Counsel does not give negative assurances to the underwriters or to other third parties as to any financial, statistical, economic or demographic data or forecasts, charts, tables, graphs, estimates, projections, assumptions or expressions of opinion, or information contained in appendices to the OS and certain other matters that are customarily excluded.

CITY SECTION:

The information contained in the City Section is developed by personnel under the direction of the City Manager, with the assistance of the financing team. In certain circumstances, additional officials will be involved, as necessary. The following principles govern the work of the respective staff that contribute information to the City Section:

- City staff members involved in the disclosure process are responsible for being familiar with their responsibilities under federal securities laws as described above.
- City staff involved in the disclosure process should err on the side of raising issues when preparing or reviewing information for disclosure. Officials and staff are encouraged to consult the City Attorney and Bond and Disclosure Counsel if there are questions regarding whether an issue is material or not.
- Care should be taken not to shortcut or eliminate any steps outlined in the Procedures on an ad hoc basis. However, the Procedures are not necessarily intended to be a rigid list of procedural requirements, but instead to provide guidelines for disclosure review. If warranted, based on experience during financings or because of additional SEC pronouncements or other reasons, the City should consider revisions to the Procedures.
- The process of updating the City Section from transaction to transaction should not be viewed as being limited to updating tables and numerical information. While it is not anticipated that there will be major changes in the form and content of the City Section at the time of each update, everyone involved in the process should consider the need for revisions in the form, content and tone of the sections for which they are responsible at the time of each update.
- The City must make sure that the staff involved in the disclosure process is of sufficient seniority such that it is reasonable to believe that, collectively, they are in possession of material information relating to the City, its operations and its finances.

**TRAINING:**

Periodic training for City staff involved in the preparation of the Official Statement (including the City Section) is coordinated by the finance team and/or the Administrative Services Director. These training sessions are provided to assist staff members involved in identifying relevant disclosure information to be included in the City Section. The training sessions also provide an overview of federal laws relating to disclosure, situations in which disclosure rules apply, the purpose of the Official Statement and the City Section, a description of previous SEC enforcement actions and a discussion of recent developments in the area of municipal disclosure. Attendees at the training sessions are provided the opportunity to ask questions of finance team members, including the City Attorney, concerning disclosure obligations and are encouraged to contact members of the finance team at any time if they have questions.

CONTINUING DISCLOSURE REQUIREMENTS:

In connection with the issuance or execution and delivery of Obligations, the City has entered into (and may in the future enter into) contractual agreements ("Continuing Disclosure Certificates") to provide its audited financial statements and notice of certain events relating to the Obligations specified in the Continuing Disclosure Certificates. The City must comply with the specific requirements of each Continuing Disclosure Certificate. The City's Continuing Disclosure Certificates generally require that the annual reports be filed no later than nine months after the end of the City's fiscal year (currently March 31 of each year, based on a fiscal year ending on June 30), and listed event notices are generally required to be filed within 10 business days of their occurrence.

Specific events that require "listed event" notices are set forth in each particular Continuing Disclosure Certificate. The SEC adopted amendments to SEC Rule 15c2-12, effective February 27, 2019, adding two new listed events, as detailed in **Exhibit A** attached hereto. *Importantly, these new events apply only to Continuing Disclosure Certificates entered into by the City after the February 27, 2019 effective date of the amendments.*

The City shall be responsible for preparing and filing the annual reports and listed event notices required pursuant to the Continuing Disclosure Certificates. Particular care shall be paid to the timely filing of any changes in credit ratings on Obligations (including changes in the credit ratings of insurers of particular Obligations).

In addition, the City Attorney, City Manager, or other City staff will provide written notice to the Administrative Services Director of any default, event of acceleration, termination event, modification of terms (only if material or may reflect financial difficulties), or other similar events (collectively, a "Potentially Reportable Event") under any agreement or obligation to which the City is a party and that may be a "financial obligation" as discussed below. Such written notice should be provided by the City Attorney to the Administrative Services Director as soon as the City Attorney receives written notice by staff, consultants, or external parties of such event or receives written notice of such event so that the Administrative Services Director can determine, with the assistance of Disclosure Counsel, whether notice of such Potentially Reportable Event is required to be filed on the Electronic Municipal Market Access (EMMA) portal pursuant to the disclosure requirements of SEC Rule 15c2-12. If filing on EMMA is required, the filing is due within 10 business days of such Potentially Reportable Event to comply with the continuing disclosure undertaking for the various debt obligations of the City. *As noted above, the new reporting*



obligations apply only to Continuing Disclosure Certificates entered into by the City after the February 27, 2019 effective date of the amendments to SEC Rule 15c2-12.

For the City's obligations and for those that the City partakes, the City Attorney, City Manager, or other City staff will report to the Administrative Services Director the execution by the City of any agreement or other obligation that might constitute a "financial obligation" for purposes of SEC Rule 15c2-12 and that is entered into after February 27, 2019. Amendments to existing agreements or obligations with "financial obligation" that relate to covenants, events of default, remedies, priority rights, or other similar terms should be reported to the Administrative Services Director as soon as the City Attorney or such other senior staff is receives written notice by City staff, consultants, or external parties of such event or receives a written notice of such amendment requests. Notice to the Administrative Services Director is necessary so that the Administrative Services Director can determine, with the assistance of Disclosure Counsel, whether such agreement or other obligation constitutes a material "financial obligation" for purposes of SEC Rule 15c2-12. If such agreement or other obligation is determined to be a material "financial obligation" or a material amendment to a "financial obligation" described above, notice thereof would be required to be filed on EMMA within 10 business days of execution or incurrence. *As noted above, the new reporting obligations apply only to Continuing Disclosure Certificates entered into by the City after the February 27, 2019 effective date of the amendments to SEC Rule 15c2-12.*

The types of agreements or other obligations that could constitute "financial obligations" and that could need to be reported on EMMA are discussed in the memorandum from Jones Hall, which serves as Bond and disclosure Counsel to the City and the San Carlos Successor Agency, as well as Silicon Valley Clean Water, which is attached hereto as **Exhibit B**.

SAN CARLOS THROUGH THE YEARS - 1910S

NEW SUBDIVISION ON THE PENINSULA

San Carlos Park Invites Home Builders to Take Advantage of Suburbs

After an intermission of several months, during which extensive improvements have been under way, sales will begin at San Carlos park on Monday and at the San Carlos Park syndicate offices in the Monadnock building.

For several hundred feet on each side of the station a public park has been put in, new driveways have been graded and the waterworks has been connected with the Spring Valley system. The syndicate has secured a contract giving the suburb an unlimited supply. The pumping station has been arranged to give high pressure fire protection.

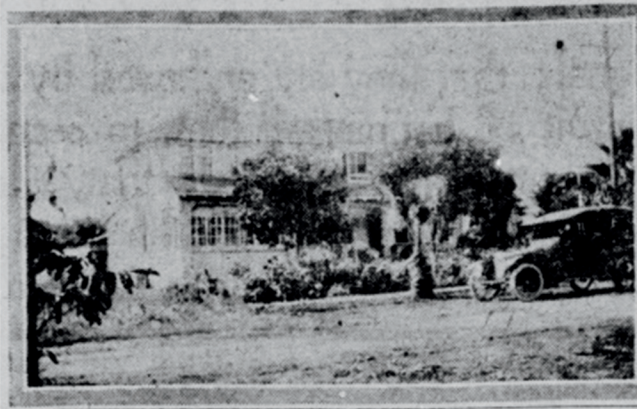
Sarcy, the sculptor, has been busy with a contract under which 60 immense urns, the models for which were imported from Italy exclusively for San Carlos park, have been installed on the main boulevards and filled with flowers.

From the same studio are the electrolliers, said to be the finest in the west. They carry out the general design of the urns, with copper and art glass lanterns, the whole standing 12 feet in height.

Sarcy also is building a great entrance and propylon at the head of the triple drive leading from the station toward the uplands, where most of the residences are planned. Several of these are already under construction, while others are in the hands of the architects.

Sales offices will be opened throughout the state and an active campaign forwarded during the coming months.

NEW R. P. HURLBUT SAN CARLOS HOME



SAN CARLOS PARK OPENS TOMORROW

Expensive Residences Are Planned for New Home Place on Peninsula

The announcement that modern high speed electric transportation is assured for the peninsula has caused renewed building activity at San Carlos park.

San Carlos park has long been recognized as one of the most attractive suburbs in California. It is just beyond the fog belt, and sheltered from the harder ocean winds. The location is a natural residence park, hollowed out like a great amphitheater against the hills. This wide opening gives the locality a series of beautiful views, proving that Californians need not go to Italy or Switzerland for superb scenery.

Preparatory to beginning sales tomorrow the syndicate of local capitalists owning the 1,600 acres in the tract have made extensive improvements on the style of the exclusive residence parks out of Chicago and New York. Magnificent urns, executed by the Sarsi studio after models imported from Italy, line the main boulevards. The same studio is installing ornamental electrolliers along the streets, said to be the finest in the west.

One of the many high class residences under way at San Carlos is being built by J. H. Platner. It is planned after the more pretentious Los Angeles bungalow style, and will cost in the neighborhood of \$10,000.

ONE FOURTH ONE HALF AND



Acre Garden Homes AT SAN CARLOS

All improvements free — gas, Spring Valley water, sewers, electricity, telephones, etc.

Why pay rent and buy all your food? Raise your own poultry and vegetables.

Your rent money buys a Home 3 Blocks From Station.

A Small First Payment and

\$7 A MONTH

BUYS 1/3 ACRE

SEE SAN CARLOS SUNDAY on New Highway Down the Peninsula below San Mateo

FRED H. DRAKE
MERCANTILE TRUST CO. BUILDING
PHONE SUTTER 344
15 Leidesdorff near California St.



Exhibit A

Listed Events in SEC Rule 15c2-12

The Administrative Services Director or his or her delegate should review this list routinely to determine whether any event has occurred that may require a filing with EMMA.

For securities subject to SEC Rule 15c2-12, the following events require notice in a timely manner not in excess of ten (10) business days after the occurrence of the event with respect to the applicable securities:

1. Principal and interest payment delinquencies;
2. Non-payment related defaults, if material;
3. Unscheduled draws on debt service reserves reflecting financial difficulties;
4. Unscheduled draws on credit enhancements reflecting financial difficulties;
5. Substitution of credit or liquidity providers, or their failure to perform;
6. Adverse tax opinions, the issuance by the Internal Revenue Service (I.R.S). of proposed or final determinations of taxability, Notices of Proposed Issue or other material notices or determinations with respect to the tax status of the security, or other material events affecting the tax status of the security;
7. Modifications to rights of security holders, if material;
8. Bond calls, if material, and tender offers;
9. Defeasances;
10. Release, substitution, or sale of property securing repayment of the securities, if material
11. Rating changes;
12. Bankruptcy, insolvency, receivership or similar event of the obligated person;
13. Consummation of a merger, consolidation, or acquisition involving an obligated person or the sale of all or substantially all of the assets of the obligated person, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material; and
14. Appointment of a successor or additional trustee or the change of name of a trustee, if material.

For continuing disclosure undertakings entered into on or after February 27, 2019, the following events require notice in a timely manner not in excess of ten (10) business days after the occurrence of the event with respect to the applicable securities:

1. Incurrence of a financial obligation of the obligated person, if material, or agreement to covenants, events of default, remedies, priority rights, or other similar terms of a financial obligation of the obligated person, any of which affect security holders, if material; and



2. Default, event of acceleration, termination event, modification of terms, or other similar event under the terms of a financial obligation of the obligated person, any of which reflect financial difficulties.

**RESOLUTION NO. 2023 – 058****A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN CARLOS
APPROVING CHANGES TO THE DEBT MANAGEMENT POLICY AND APPROVING THE
DEBT DISCLOSURE PROCEDURES POLICY WITH NO CHANGES FOR THE CITY OF
SAN CARLOS AND ITS RELATED ENTITIES OTHER THAN THE SUCCESSOR AGENCY.**

WHEREAS, the Debt Management Policy was last updated via Resolution 2018-010 on January 22, 2018, and it is financially prudent to review the Debt Management Policy periodically for updates and consistency; and

WHEREAS, the Debt Disclosure Procedure Policy was last adopted by the City Council on May 28, 2019 via Resolution 2019-037 and no changes are recommended.

NOW, THEREFORE BE IT RESOLVED, that the San Carlos City Council hereby approves and adopts the Debt Management Policy and the Debt Disclosure Procedure Policy in the form presented to the City Council. The Debt Management Policy shall govern the issuance and administration of debt issued by the City, the San Carlos Housing Authority and each other entity for which the City Council of the City serves as the governing body, other than the Successor Agency to the San Carlos Redevelopment Agency, all in accordance and subject to the conditions set forth in such policy.

BE IF FURTHER RESOLVED, that this Resolution shall take effect from and after the date of approval and adoption thereof.

* * * * *

I, City Clerk Crystal Mui, hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the City Council of the City of San Carlos at a scheduled meeting thereof held on the 22nd day of May 2023, by the following vote:

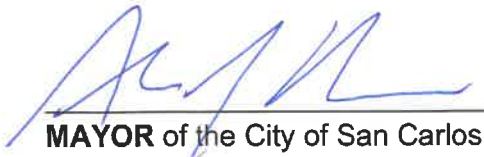
AYES, COUNCILMEMBERS: COLLINS, MCDOWELL, VENKATESH, DUGAN, RAK

NOES, COUNCILMEMBERS: NONE

ABSENT, COUNCILMEMBERS: NONE


CITY CLERK of the City of San Carlos

APPROVED:


MAYOR of the City of San Carlos

SAN CARLOS THROUGH THE YEARS - 1910S



RESIDENCE OF MRS. TIMOTHY GUY PHELPS

SUFFRAGE TEA WITH MUSIC NEXT THURSDAY

Next Thursday Mrs. Timothy Guy Phelps will entertain at a suffrage tea in San Carlos. In addition to the addresses which will be made by Mrs. Ednor Carlisle and Dr. Frederick W. Clappett, the program will include both instrumental and vocal numbers.

INVESTMENTS ON PENINSULA HEAVY

**San Carlos Attracts Attention to Field to the South;
\$100,000 in Sales**

A strong feature of the week's realty situation is the turn of the tide of investment toward the peninsula, due to the announcement of early commencement of work on electrization by the Southern Pacific of the old main line as far as Redwood City, there to connect with the Peninsula railway.

San Carlos Park is setting the pace in publicity work and in activity in improvements. The series of advertisements used by the syndicate owning this choice property is attracting attention throughout the state, and is not only producing results for their own suburb, but is arousing other pen-

insula towns to the present opportunity for starting a sales movement.

It is reported from the office of the San Carlos Park syndicate in the Monadnock building that the present campaign already has resulted in over \$100,000 in sales, most of them to prospective home builders. The syndicate is discouraging anything like a speculative boom, giving preferential terms to purchasers who will build at once, with the idea of encouraging bona fide improvers to locate there.

Work on a large public park at the station is nearing completion, and new streets are being graded and paved. The town water works have been connected with the Spring Valley mains in such a way as to give high pressure fire service. The Sarsl studio has a large force of men at work finishing the main ornamental gateway, one of the most elaborate in the west. Sculptured urns and electroliers from the same studio are being placed along the main boulevards.

Several other peninsula suburbs are about to start improvements on a similar scale.

GOLD MEDAL HOMES

The garden homes of San Carlos received a gold medal at the San Francisco Land Show, and they would receive another any time they cared to make an exhibit, judging from the gardens we saw—figs, almonds, walnuts, oranges, lemons, grapefruit, apricots, loquats, cherries, olives and all kinds of berries, together with potatoes, corn, beans, peas, artichokes, tomatoes and cauliflower. These food products, with rabbits and chickens, make a home happiness not found in the congested city.

An hour or two spent in a community like San Carlos makes a person wonder why so many families go on trying to live in town when all this freedom and happiness can be found within a few minutes from Third street.

It is hard to leave these busy, contented people and come back to town. If you want to see the roses bloom on the cheeks of happy mothers and romping children, go and spend a day down the peninsula among the homeowners in San Carlos.

It is possible for all to enjoy the same privileges and enjoyments.



CITY OF SAN CARLOS INVESTMENT POLICY

Last Adopted by Council: May 12, 2025
Resolution No. 2025-034

POLICY

In accordance with the Municipal Code of the City of San Carlos and under authority granted by the City Council, the City Administrative Services Director is responsible for investing the unexpended cash in the City Treasury.

The investment of the funds of the City of San Carlos is directed to the goals of safety, liquidity and yield. The authority governing investments for municipal governments is set forth in the California Government Code, Sections 53600 through 53686.

The primary objective of the investment policy of the City of San Carlos is Safety of Principal. Investments shall be placed in those securities as outlined by type and maturity sector in this document. Effective cash flow management and resulting cash investment practices are recognized as essential to good fiscal management and control. The City's portfolio shall be designed and managed in a manner responsive to the public trust and consistent with state and local law. Portfolio management requires continual analysis and as a result the balance between the various investments and maturities may change in order to give the City of San Carlos the optimum combination of necessary liquidity and optimal yield based on cash flow projections.

SCOPE

The investment policy applies to all financial assets of the City of San Carlos as accounted for in the Annual Comprehensive Financial Report (ACFR). Policy statements outlined in this document focus on the City of San Carlos' pooled funds, but will also apply to all other funds under the City Administrative Services Director's span of control unless specifically exempted by statute or ordinance. This policy is applicable, but not limited to all funds listed below:

•General Fund •Sewer Fund •Capital Funds •Other Special Revenue Funds, Debt Service Funds, Internal Service Funds •Trust and Custodial Funds •Peninsula Traffic Congestion Relief Alliance (Commute.org) •City and County Association of Governments of San Mateo County (C/CAG) •Any new fund created by the City Council unless specifically exempted.

PRUDENCE

The standard to be used by investment officials shall be that of a "prudent investor" and shall be applied in the context of managing all aspects of the overall portfolio. When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the agency, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like



character and with like aims, to safeguard the principal and maintain the liquidity needs of the agency. Within the limitations of this section and considering individual investments as part of an overall strategy, investments may be acquired as authorized by law.

It is the City's full intent, at the time of purchase, to hold all investments until maturity to ensure the return of all invested principal dollars. However, it is realized that market prices of securities will vary depending on economic and interest rate conditions at any point in time. It is further recognized that in a well-diversified investment portfolio, occasional measured losses are inevitable due to economic, bond market or individual security credit analysis. These occasional losses must be considered within the context of the overall investment program objectives and the resultant long-term rate of return.

The City Administrative Services Director and other individuals assigned to manage the investment portfolio, acting within the intent and scope of the investment policy and other written procedures and exercising due diligence, shall be relieved of personal responsibility and liability for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely manner and appropriate action is taken to control adverse developments.

OBJECTIVES

Safety of Principal

Safety of Principal is the foremost objective of the City of San Carlos. Each investment transaction shall seek to ensure that capital losses are avoided, whether from securities default, broker-dealer default or erosion of market value. The City shall seek to preserve principal by mitigating the two types of risk: credit risk and market risk.

Credit risk, defined as the risk of loss due to failure of the issuer of a security, shall be mitigated by investing in investment grade securities and by diversifying the investment portfolio so that the failure of any one issuer does not unduly harm the City's capital base and cash flow.

Market risk, defined as market value fluctuations due to overall changes in the general level of interest rates, shall be mitigated by limiting the average maturity of the City's investment portfolio to two years, the maximum maturity of any one security to five years, structuring the portfolio based on historic and current cash flow analysis eliminating the need to sell securities prior to maturity and avoiding the purchase of long term securities for the sole purpose of short term speculation.

Liquidity

Historical cash flow trends are compared to current cash flow requirements on an ongoing basis in an effort to ensure that the City's investment portfolio will remain sufficiently liquid to enable the City to meet all reasonably anticipated operating requirements.

Maturity Matrix

Maturities of investments will be selected based on liquidity requirements to minimize interest rate risk and maximize earnings. Current and expected yield curve analysis will be monitored and the portfolio will be invested accordingly. The weighted average maturity of the pooled portfolio should not exceed two years and the following percentages of the portfolio should be invested in the following maturity sectors:

<u>Maturity Range</u>	<u>Suggested Percentage</u>
1 day to 7 days	10 to 50%
7 days to 180	10 to 30%
180 days to 360 days	10 to 30%
1 year to 2 years	10 to 20%
2 years to 3 years	0 to 20%



3 years to 4 years	0 to 20%
4 years to 5 years	0 to 20%
Over 5 years	Council Authorization Required *

* One exception does exist regarding the investment of bond reserve funds. If in the opinion of the City Administrative Services Director, matching the segregated investment portfolio of the bond reserve fund with the maturity schedule of an individual bond issue is prudent given current economic analysis, the investment policy authorizes extending beyond the five-year maturity limitation as outlined in this document.

PERFORMANCE EVALUATION

Investment performance is monitored and evaluated by the City Investment Advisory Committee. Investment performance statistics and activity reports are generated on a quarterly basis for presentation to the City Investment Advisory Committee and to the City Council. Annually, a statement of investment policy, and any proposed changes to the policy, will be rendered to the Investment Advisory Committee and then to the City Council for consideration at a public meeting.

The City's investment portfolio is designed to at least attain a market average rate of return through economic cycles. The market average rate of return is defined as average return on the Local Agency Investment Fund (assuming the State does not adversely affect LAIF's returns due to budget constraints).

DELEGATION OF AUTHORITY

The Municipal Code of the City of San Carlos and the authority granted by City Council assign the responsibility of investing unexpended cash to the City's Administrative Services Director. Daily management responsibility of the investment program may be delegated to the Financial Services Manager, who shall establish procedures for the operation consistent with this investment policy.

INVESTMENT COMMITTEE

An investment committee consisting of the City Treasurer, City Manager, and Administrative Services Director shall be established to provide general oversight and direction concerning the policy related to management of the City's investment pool. The Financial Services Manager shall not be a member of the committee but shall serve in a staff and advisory capacity. The committee shall review and approve quarterly investment reports prepared by the Finance Department and reviewed by the Financial Services Manager or meet as necessary to discuss changes to the report or the investment strategy. The Investment Committee serving as the legislative body of the Investment Policy will have the quarterly reports for review within forty-five (45) days following the end of the quarter covered by the report as per Section 53646 (b)(1) of the California Government Code.

ETHICS AND CONFLICTS OF INTEREST

Officers and employees involved in the investment process shall refrain from personal business activity that conflicts with proper execution of the investment program, or impairs their ability to make impartial investment decisions. Additionally, the Administrative Services Director and the Financial Services Manager are required to annually file applicable financial disclosures as required by the Fair Political Practices Commission (FPPC).

SAFEKEEPING OF SECURITIES

To protect against fraud or embezzlement or losses caused by collapse of an individual securities dealer, all securities owned by the City shall be held in safekeeping by a third party bank trust department, acting as agent for the City under the terms of a custody agreement. All trades executed by a dealer will settle delivery versus payment (DVP) through the City's safekeeping agent.

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Securities held custody for the City shall be monitored by the Administrative Services Director to verify investment holdings.

All exceptions to this safekeeping policy must be approved by the City's Administrative Services Director in written form and included in the quarterly reports to the Investment Committee and the City Council.

INTERNAL CONTROL

Separation of functions between the City's Administrative Services Director or Financial Services Manager and/or the City Senior Accountant is designed to provide an ongoing internal review to prevent the potential for converting assets or concealing transactions.

Investment decisions are made by the Administrative Services Director, executed by the Administrative Services Director or Financial Services Manager and confirmed by the Senior Accountant. All wire transfers initiated by the Administrative Services Director or Financial Services Manager must be reconfirmed by the appropriate financial institution to the Senior Accountant. Proper documentation obtained from confirmation and cash disbursement wire transfers is required for each investment transaction. Timely bank reconciliation is conducted to ensure proper handling of all transactions.

The investment portfolio and all related transactions are reviewed and balanced to appropriate general ledger accounts by the Senior Accountant on a monthly basis. An independent analysis by an external auditor shall be conducted annually to review and perform procedure testing on the City's cash and investments that have a material impact on the financial statements. The Administrative Services Director and/or Investment Committee shall review and assure compliance with investment process and procedures.

REPORTING

The City Administrative Services Director shall review and render quarterly reports to the City Investment Advisory Committee and to the City Council that include the face amount of the cash investment, the classification of the investment, the name of the institution or entity, the rate of interest, the maturity date, the current market value and accrued interest due for all securities. The quarterly reports will be submitted to the Investment Committee within forty-five (45) days following the end of the quarter covered by the report as per Section 53646 (b)(1) of the California Government Code. Once approved by the Investment Committee, the quarterly reports shall be placed on the City Council's meeting agenda for its review and approval no later than 60 days after the quarter ends. If there are no Council meetings within the 60-day period, the quarterly report shall be presented to the Council at the soonest possible meeting thereafter.

QUALIFIED BROKER/DEALERS

The City shall transact business only with banks, savings and loans, and with broker/dealers. The broker/dealers should be primary or regional dealers. The City's Administrative Services Director will make exceptions only upon written authorization. The City currently does not maintain a list of broker/dealers approved to do business with the City. When necessary, the City shall go through the Request for Proposal processes to select the broker/dealers. Staff shall investigate dealers wishing to do business with the City to determine if they are adequately capitalized, have pending legal action against the firm or the individual broker and make markets in the securities appropriate to the City's needs. The City's investment policy shall be made available on the City's website for broker/dealers' review.

COLLATERAL REQUIREMENTS

Collateral is required for investments in certificates of deposit. To reduce market risk, the collateral level will be at least 110% of market value of principal and accrued interest.

AUTHORIZED INVESTMENTS

Investment of City funds is governed by the California Government Code Sections 53600 et seq. Within the context of the limitations, the following investments are authorized, as further limited herein:

1. United States Treasury Bills, Bonds, and Notes or those for which the full faith and credit of the United States are pledged for payment of principal and interest. There is no percentage limitation of the portfolio that can be invested in this category, although a five-year maturity limitation is applicable.
2. Local Agency Investment Fund (LAIF), which is a State of California managed investment pool, and San Mateo County Investment pool, may be used up to the maximum permitted by California State Law. A review of the pool/fund is required when part of the list of authorized investments, with the knowledge that the pool/fund may include some investments allowed by statute but not explicitly identified in this investment policy.
3. Most mortgage-backed securities are obligations issued by the Government National Mortgage Association (GNMA), the Federal National Mortgage Association (FNMA), and the Federal Home Loan Mortgage Corporation (FHLMC). A mortgage passthrough security, collateralized mortgage obligation, mortgage-backed or other pay-through bond, equipment lease-backed certificate, consumer receivable passthrough certificate, or consumer receivable-backed bond. Securities eligible for investment under this subdivision and not issued or guaranteed by an agency or issuer identified in California Government Code Section 53601 subdivision (b) or (f) subdivision, shall be rated in a rating category of "AA" or its equivalent or better by a nationally recognized statistical rating organization (NRSRO) and have a maximum remaining maturity of five years or less. Purchase of securities authorized by this subdivision shall not exceed 20% of the agency's surplus moneys that may be invested pursuant to this section.
4. Bills of exchange or time drafts drawn on and accepted by commercial banks, otherwise known as bankers' acceptances. Bankers' acceptances purchased may not exceed 180 days to maturity or 40% of the cost value of the portfolio. Also, no more than 30% of the agency's money may be in bankers' acceptances of any one commercial bank.
5. Commercial paper ranked the highest letter and number rating by a nationally recognized statistical rating organization (NRSRO), such as Standard and Poor's Ratings Services, Fitch Ratings, Inc. or Moody's Investors Services, and issued by domestic corporations having assets in excess of \$500,000,000 and having an "A" or better rating on its long-term debentures as provided by NRSRO. Purchases of eligible commercial paper may not exceed 270 days to maturity and may not exceed 25% of the value of the portfolio. The amount invested in any one issuer shall not exceed 10% of the portfolio.
6. Negotiable Certificates of Deposit issued by nationally or state chartered banks (FDIC insured institutions) or state or federal savings institutions. Purchases of negotiable certificates of deposit may not exceed 30% of total portfolio. A maturity limitation of five years is applicable.
7. Time deposits or placement service deposits, non-negotiable and collateralized in accordance with the California Government Code, may be purchased through banks or savings and loan associations. Since time deposits are not liquid, no more than 50% of the investment portfolio may be invested in this investment type. A maturity limitation of five years is applicable. Effective January 1, 2020, no more than 50 percent of the agency's money may be invested in deposits, including certificates of deposit, through a placement

service as authorized under 53601.8 (excludes negotiable certificates of deposit authorized under Section 53601(i)). On January 1, 2031, the maximum percentage of the portfolio reverts back to 30 percent. Investments made pursuant to 53635.8 remain subject to a maximum of 30% of the portfolio.

8. Medium Term Corporate Notes, with a maximum maturity of five years, may be purchased. Securities eligible for investment shall be rated "A" or better by an NRSRO. Purchase of medium term notes may not exceed 30% of the market value of the portfolio.
9. Ineligible investments are those that are not described herein, including but not limited to, common stocks and long term (over five years in maturity) notes and bonds are prohibited from use in this portfolio. It is noted that special circumstances arise that necessitate the purchase of securities beyond the five-year limitation. On such occasions, requests must be approved by City Council prior to purchase.
10. Various daily money market funds administered for or by trustees, paying agents and custodian banks contracted by the City of San Carlos may be purchased as allowed under the State of California Government Code. Only funds holding U.S. Treasury or Government agency obligations can be used.

The following summary of maximum percentage limits, by instrument, are established for the City's total pooled funds portfolio:

Authorized Investment Type	Government Code	Maximum Maturity	Minimum Credit Quality	Maximum in Portfolio	Maximum Investment in One Issuer
Local Agency Investment Fund (LAIF)	16429.1	Upon Demand	N/A	As permitted by LAIF (currently \$75 million per account)	N/A
San Mateo County Investment Pool	53684	Upon Demand	N/A	As permitted by County Treasurer (currently no limit)	N/A
Treasury Obligations (bills, notes & bonds)	53601(b)	5 Years	N/A	100%	N/A
US Government Agency and Federal Agency Securities	53601(f)	5 Years	N/A	100%	N/A
Mortgage Pass-Through Securities or Mortgage-Backed Securities	53601(o)	5 years	(C)	20%	N/A
Bankers' Acceptances	53601(g)	180 Days	N/A	40%	(B)
Commercial Paper	53601(h)	270 Days	Highest letter and number rating by an NRSRO	25%	(A)
Negotiable Certificates of Deposit	53601(i)	5 Years	N/A	30%	N/A
Placement Service Deposits – Deposits or Certificates of Deposits	53601.8 and 53635.8	5 Years	N/A	50%	N/A

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Medium Term Corporate Notes	53601(k)	5 Years	A	30%	N/A
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- (A) 10% of outstanding paper of issuing corporation
- (B) No more than 30% of the agency's money may be in bankers' acceptances of any one commercial bank.
- (C) Securities eligible for investment under this subdivision shall be rated in a rating category of "AA" or its equivalent or better by an NRSRO.

DERIVATIVE INVESTMENTS

Derivatives are investments whose value is "derived" from a benchmark or index. That benchmark can be almost any financial measure from interest rates to commodity and stock prices. The use of derivatives is prohibited under this policy.

LEGISLATIVE CHANGES

Any State of California legislative action that further restricts allowable maturities, investment type, or percentage allocations will be incorporated into the City of San Carlos' Investment Policy and supersede any and all previous applicable language.

INTEREST EARNINGS

All moneys earned and collected from investments authorized in this policy shall be allocated quarterly to various fund accounts based on the cash balance in each fund at quarter end as a percentage of the entire pooled portfolio.

LIMITING MARKET VALUE EROSION

The longer the maturity of securities, the greater their market price volatility. Therefore, it is the general policy of the City to limit the potential effects from erosion in market values by adhering to the following guidelines:

All immediate and anticipated liquidity requirements will be addressed prior to purchasing all investments.

Maturity dates for long-term investments will coincide with significant cash flow requirements where possible, to assist with short term cash requirements at maturity.

All long-term securities will be purchased with the intent to hold all investments to maturity under then prevailing economic conditions. However, economic or market conditions may change, making it in the City's best interest to sell or trade a security prior to maturity.

PORTFOLIO MANAGEMENT ACTIVITY

The investment program shall seek to augment returns consistent with the intent of this policy, identified risk limitations and prudent investment principals. These objectives will be achieved by use of the following strategies:

Active Portfolio Management. Through active fund and cash flow management, taking advantage of current economic and interest rate trends, the portfolio yield may be enhanced with limited and measurable increases in risk by extending the weighted maturity of the total portfolio.

Portfolio Maturity Management. When structuring the maturity composition of the portfolio, the City shall evaluate current and expected interest rate yields and necessary cash flow requirements. It is recognized that in normal market conditions longer maturities produce higher yields. However, the securities with longer maturities also experience greater price fluctuations when the level of interest rates change.



Security Swaps. The City may take advantage of security swap opportunities to improve the overall portfolio yield. A swap, which improves the portfolio yield, may be selected even if the transactions result in an accounting loss. Documentation for swaps will be included in the City's permanent investment file documents.

Competitive Bidding. It is the policy of the City to require competitive bidding for investment transactions that are not classified as "new issue" securities. For the purchase of non-"new issue" securities and the sale of all securities at least three bidders must be contacted. Competitive bidding for security swaps is also suggested, however, it is understood that certain time constraints and broker portfolio limitations exist that would not accommodate the competitive bidding process. If a time or portfolio constraining condition exists, the pricing of the swap should be verified to current market conditions and documented for auditing purposes.

POLICY REVIEW

The City of San Carlos' investment policy shall be adopted by resolution of the City Council on an annual basis. This investment policy shall be reviewed at least annually to ensure its consistency with the overall objectives of preservation of principal, liquidity and yield, and its relevance to current law and financial and economic trends. Any amendments to the policy shall be forwarded to City Council for approval.



Glossary of Terms

Accrued Interest: Interest earned but not yet received.

Active Deposits: Funds that are immediately required for disbursement.

Amortization: An accounting practice of gradually decreasing (increasing) an asset's book value by spreading its depreciation (accretion) over a period of time.

Asked Price: The price a broker dealer offers to sell securities.

Basis Point: One basis point is one hundredth of one percent (.01).

Bid Price: The price a broker / dealer offers to purchase securities.

Bond: A financial obligation for which the issuer promises to pay the bondholder a specified stream of future cash flows, including periodic interest payments and a principal repayment.

Bond Swap: Selling one bond issue and buying another at the same time in order to create an advantage for the investor. Some benefits of swapping may include tax-deductible losses, increased yields, and an improved quality portfolio.

Book Entry Securities: Securities, such stocks held in "street name," that are recorded in a customer's account, but are not accompanied by a certificate. The trend is toward a certificate-free society to cut down on paperwork and to diminish investors' concerns about the certificates themselves. All the large New York City banks, including those that handle the bulk of the transactions of the major government securities dealers, now clear most of their transactions with each other and with the Federal Reserve through the use of automated telecommunications and the "book-entry" custody system maintained by the Federal Reserve Bank of New York. These banks have deposited with the Federal Reserve Bank a major portion of their government and agency securities holdings, including securities held for the accounts of their customers or in a fiduciary capacity. Virtually all transfers for the account of the banks, as well as for the government securities dealers who are their clients, are now effected solely by bookkeeping entries. The system reduces the costs and risks of physical handling and speeds the completion of transactions.

Bearer and Registered Bonds: In the past, bearer and registered bonds were issued in paper form. Those still outstanding may be exchanged at any Federal Reserve Bank or branch for an equal amount of any authorized denomination of the same issue. Outstanding bearer bonds are interchangeable with registered bonds and bonds in "book-entry" form. That is, the latter exist as computer entries only and no paper securities are issued. New bearer and registered bonds are no longer being issued. Since August 1986, the Treasury's new issues of marketable notes and bonds are available in book-entry form only. All Treasury bills and more than 90% of all other marketable securities are now in book-entry form. Book-entry obligations are transferable only pursuant to regulations prescribed by the Secretary of the Treasury.

Book Value: The value at which a debt security is shown on the holder's balance sheet. Book value is acquisition cost less amortization of premium or accretion of discount.

Broker: In securities, the intermediary between a buyer and a seller of securities. The broker, who usually charges a commission, must be registered with the exchange in which he or she is trading, accounting for the name registered representative.



Certificate of Deposit: A deposit insured up to \$250,000 by the Federal Deposit Insurance Corporation (FDIC) at a set rate for a specified period of time.

Collateral: Securities, evidence of deposit or pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposit of public moneys.

Comprehensive Annual Financial Report (CAFR): The official annual financial report for the City. It includes five combined statements and basic financial statements for each individual fund and account group prepared in conformity with Generally Accepted Accounting Principles (GAAP).

Constant Maturity Treasury (CMT): An average yield of a specific Treasury maturity sector for a specific time frame. This is a market index for reference of past direction of interest rates for the given Treasury maturity range.

Coupon: The annual rate of interest that a bond's issuer promises to pay the bondholder on the bond's face value.

Credit Analysis: A critical review and appraisal of the economic and financial conditions or of the ability to meet debt obligations.

Current Yield: The interest paid on an investment expressed as a percentage of the current price of the security.

Custody: A banking service that provides safekeeping for the individual securities in a customer's investment portfolio under a written agreement that also calls for the bank to collect and pay out income, to buy, sell, receive and deliver securities when ordered to do so by the principal.

Delivery vs. Payment (DVP): Delivery of securities with a simultaneous exchange of money for the securities.

Discount: The difference between the cost of a security and its value at maturity when quoted at lower than face value.

Diversification: Dividing investment funds among a variety of securities offering independent returns and risk profiles.

Duration: The weighted average maturity of a bond's cash flow stream, where the present value of the cash flows serve as the weights; the future point in time at which on average, an investor has received exactly half of the original investment, in present value terms; a bond's zero-coupon equivalent; the fulcrum of a bond's present value cash flow time line.

Fannie Mae: Trade name for the Federal National Mortgage Association (FNMA), a U.S. sponsored corporation.

Federal Reserve System: The central bank of the U.S. that consists of a seven member Board of Governors, 12 regional banks and approximately 8,000 commercial banks that are members.

Federal Deposit Insurance Corporation (FDIC): Insurance provided to customers of a subscribing bank that guarantees deposits to a set limit (currently \$250,000) per account.

Fed Wire: A wire transmission service established by the Federal Reserve Bank to facilitate the transfer of funds through debits and credits of funds between participants within the Fed system.



Freddie Mac: Trade name for the Federal Home Loan Mortgage Corporation (FHLMC), a U.S. sponsored corporation.

Ginnie Mae: Trade name for the Government National Mortgage Association (GNMA), a direct obligation bearing the full faith and credit of the U.S. Government.

Inactive Deposits: Funds not immediately needed for disbursement.

Interest Rate: The annual yield earned on an investment, expressed as a percentage.

Investment Agreements: An agreement with a financial institution to borrow public funds subject to certain negotiated terms and conditions concerning collateral, liquidity and interest rates.

Liquidity: Refers to the ability to rapidly convert an investment into cash.

Market Value: The price at which a security is trading and could presumably be purchased or sold.

Maturity: The date upon which the principal or stated value of an investment becomes due and payable.

Nationally Recognized Statistical Rating Organizations (NRSRO): A U.S. Securities & Exchange Commission registered agency that assesses the creditworthiness of an entity or specific security. NRSRO typically refers to Standard and Poor's Ratings Services, Fitch Ratings, Inc. or Moody's Investors Services.

New Issue: Term used when a security is originally "brought" to market.

Perfected Delivery: Refers to an investment where the actual security or collateral is held by an independent third party representing the purchasing entity.

Portfolio: Collection of securities held by an investor.

Primary Dealer: A group of government securities dealers that submit daily reports of market activity and security positions held to the Federal Reserve Bank of New York and are subject to its informal oversight.

Purchase Date: The date in which a security is purchased for settlement on that or a later date.

Rate of Return: The yield obtainable on a security based on its purchase price or its current market price. This may be the amortized yield to maturity on a bond or the current income return.

Repurchase Agreement (REPO): A transaction where the seller (bank) agrees to buy back from the buyer (City) the securities at an agreed upon price after a stated period of time.

Reverse Repurchase Agreement (REVERSE REPO): A transaction where the seller (City) agrees to buy back from the buyer (bank) the securities at an agreed upon price after a stated period of time.

Risk: Degree of uncertainty of return on an asset.

Safekeeping: See Custody.

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Sallie Mae: Trade name for the Student Loan Marketing Association (SLMA), a U.S. sponsored corporation.

Secondary Market: A market made for the purchase and sale of outstanding issues following the initial distribution.

Settlement Date: The date on which a trade is cleared by delivery of securities against funds.

Time Deposit: A deposit in an interest-paying account that requires the money to remain on account for a specific length of time. While withdrawals can generally be made from a passbook account at any time, other time deposits, such as certificates of deposit, are penalized for early withdrawal.

Treasury Obligations: Debt obligations of the U.S. Government that are sold by the Treasury Department in the forms of bills, notes, and bonds. Bills are short-term obligations that mature in one year or less. Notes are obligations that mature between one year and ten years. Bonds are long-term obligations that generally mature in ten years or more.

U.S. Government Agencies: Instruments issued by various US Government Agencies most of which are secured only by the credit worthiness of the particular agency.

Yield: The rate of annual income return on an investment, expressed as a percentage. It is obtained by dividing the current dollar income by the current market price of the security.

Yield to Maturity: The rate of income return on an investment, minus any premium or plus any discount, with the adjustment spread over the period from the date of purchase to the date of maturity of the bond, expressed as a percentage.

Yield Curve: The yield on bonds, notes or bills of the same type and credit risk at a specific date for maturities up to thirty years.

**RESOLUTION NO. 2025 – 034****A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN CARLOS
ACCEPTING AND APPROVING THE ANNUAL INVESTMENT POLICY.**

WHEREAS, California Code Section 53646(a)(2) requires City Council annual review and approval of the Investment Policy; and

WHEREAS, the City's Investment Policy was last adopted by the City Council on June 10, 2024 via Resolution 2024-059; and

WHEREAS, staff recommend the following change to the Investment Policy at this time other than those that bring the policy in alignment with the California Debt and Investment Advisory Commission's (CDIAC) Local Agency Investment Guidelines: extend the date of the current portfolio concentration limit of 50% for surplus funds that local agencies invest in depository institutions that use a private sector entity to assist in the placement of deposits until January 1, 2031.

NOW, THEREFORE BE IT RESOLVED, that the San Carlos City Council hereby accepts and approves the Fiscal Year 2025-26 Investment Policy with the changes mentioned above.

* * * * *

I, City Clerk Crystal Mui, hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the City Council of the City of San Carlos at a scheduled meeting thereof held on the 12th day of May 2025, by the following vote:


AYES, COUNCILMEMBERS: DUGAN, LAYTON, RAK, VENKATESH, MCDOWELL

NOES, COUNCILMEMBERS: NONE

ABSENT, COUNCILMEMBERS: NONE


CITY CLERK of the City of San Carlos

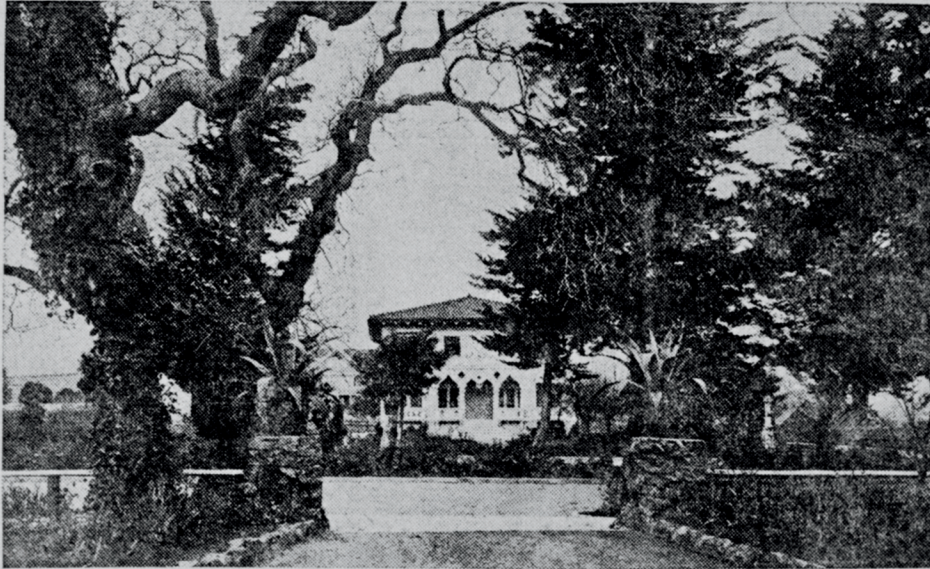
APPROVED:


MAYOR of the City of San Carlos

SAN CARLOS THROUGH THE YEARS - 1910S

TYPICAL PENINSULA HOME

The Winters residence, Cypress avenue, San Carlos, an attractive type of suburban home.



RICH PENINSULA AUTOISTS IN CLUB

San Mateo County Millionaires Plan Motor Home in San Carlos

San Mateo county, noted for its country clubs, golf clubs and polo clubs, is soon to have a fashionable auto club, numbering most of the millionaires of this city and the peninsula. It is to be called the "California Motor club," and will be the smartest organization of autoists this side of Newport.

Motor lovers among members of the Burlingame, San Mateo, Beresford and Menlo clubs seized upon the plan with enthusiasm and a membership roll was opened.

It was decided to have the headquarters of the new club at San Carlos, where a 56 acre tract, only half a mile from the state highway, has been donated by the San Carlos Park syndicate. George H. Howard, city trustee and leading clubman of Hillsborough, who designed the El Cerrito home of the San Mateo Polo club, will prepare the plans for the new clubhouse, which is to cost about \$100,000.

It is planned to have the new clubhouse completed before next summer. The club will be located on a wooded knoll overlooking San Francisco bay.

LOVELY VILLAS FEATURE OF SAN CARLOS

Of the many peninsula communities that are showing building activity San Carlos is making a very noteworthy showing. In all sections of the town new bungalows are springing up, water mains are being extended and gas mains and sewer systems are being laid to connect the new homes.

In a ten minute walk through the town there were to be seen the new homes of Mrs. C. L. Hamill, D. L. Stewart, D. E. Jones, Dr. J. G. Null, J. K. Murphy, A. Dennerly, W. H. Foote, A. M. Planka and D. E. Schooley, and where construction is starting on homes for Captain George Zeh, Tom Plowman, L. C. Zook and a hollow tile bungalow for G. C. Walker of Redwood City.

FINE HOMES FOR SAN CARLOS PARK

\$10,000 Residence of A. Paulsen First to Be Occupied in Peninsula Tract

The \$10,000 residence of A. Paulsen, the San Francisco contractor, on one of the most slightly locations in San Carlos park was occupied by the owner and his family last week.

The residence is in the Italian renaissance style of architecture and is planned to take advantage of the beautiful view of the peninsula range of mountains that is one of the chief charms of this favored suburb. A pergola and terrace, opening from the dining room, commands an unsurpassed landscape reaching nearly to Palo Alto.

Among the other fine homes nearing completion is that of O. E. Plattner, to cost \$7,000.

The Sarsl studio finished last week the imposing manorial gateway leading to the upper park. When the parking now in the hands of the landscape architects, and reaching for 100 yards on either side of the station, is finished, there will be a half mile of continuous parkway, with triple drives between rows of trees, from the station to this main entrance. Together with the sculptured urns and electroliers along the cement sidewalks, this is said to make one of the most elaborate improvements in the west.

Several additional blocks were made ready for the market during the week by the completion of streetwork and sidewalks. A lively inquiry and several sales are reported for the week by the San Carlos Park Syndicate.



CITY OF SAN CARLOS 2025 STRATEGIC PLAN

THE SAN CARLOS STRATEGIC PLAN

The San Carlos Strategic Plan identifies current issues, needs, and interests that are of strategic importance to the quality of life of the community. Addressing these issues requires the leadership focus of the City's elected officials and professional staff for an extended period of time, typically several years. The Strategic Plan is not a summary of all City services. The issues identified in the plan are unique because they have an urgent impact on the community and because they are complex.

Strategic goals are a central feature of the Strategic Plan. These are established to find ways to address the strategic issues now and into the foreseeable future. If a solution is found, and there is an on-going need to address the issue, this will occur through the City's on-going service delivery system. At that time, the issue will no longer be identified as a strategic goal.

HOW THE STRATEGIC PLAN IS DEVELOPED

The Strategic Plan is developed through an annual process that involves the City Council and City professional staff in facilitated, collaborative working sessions. The process is completed early each year so that the Strategic Plan can be incorporated into the City's budget.

The plan is a document comprised of the City's mission, vision and core values statements, the strategic goals and objectives for the next planning period and detailed work plans that will accomplish the goals.

Strategic goals are identified based on the knowledge and understanding that each participant in the process has about what is of strategic importance to the community. City Council members are elected by the residents to govern and represent their needs and interests. They bring the perspective of the residents and business of the community. Professional City staff members are trained in local government management and services. They bring the perspective of how to address the complex issues that are of concern. Through the strategic planning work sessions, these two unique perspectives come together to identify the areas of focus for the next planning period.

THE STRATEGIC PLAN PROCESS

The key steps to the process are listed below.

City Council Mini-Retreat. City Council, City Manager and City Attorney brainstorm the current community issues of strategic importance. This is a public meeting that was held on October 14, 2024.



City Council and City Management Team Retreat. This is a facilitated, collaborative working session. The participants review accomplishments from last year; review the City's mission, vision and values to ensure relevance; check the status of current strategic plan issues and progress; and identify new strategic issues to work on for the next year and possibly beyond. Council strategic goals and objectives are established at a high level through this process. The "handoff" is given to City staff to work through the details by refining the goals and objectives and developing work plans to achieve Council's strategic goals. This is a public meeting that was held on February 6, 2025.

City Management Team Retreat. This facilitated, collaborative working session with the City's management team is designed to refine the strategic goals, develop objectives to achieve each goal and establish work plans that identify specific tasks, set timelines and assign responsibility for accomplishment. This is an internal staff meeting that was held on March 20, 2025.

Council Adoption of Strategic Plan and Progress Updates. After all work sessions are complete, a final Strategic Plan is agendized for Council adoption at a regularly scheduled Council meeting. City staff then periodically updates Council on the progress of strategic goals during future Council meetings. All of these Council meetings are public meetings. The 2025 Strategic Plan was officially adopted by the Council on April 14, 2025.

MISSION

The City of San Carlos provides high-quality services, facilities, and events to its residents in an equitable, sustainable, transparent, responsive, and friendly manner to foster an inclusive, safe, and healthy community now and in the future.

VISION

The City of San Carlos will continue to lead with confidence into the future as a desirable, vibrant, equitable, inclusive, and business friendly community, admired by all as a great place to live, learn, work, and play.

CORE VALUES

Not in priority order

- *Fostering a safe, diverse, welcoming, and engaged community that recognizes the importance of social equity*
- *Ensuring fiscal responsibility and the sustainability of San Carlos' resources, infrastructure, and social/cultural environment*
- *Proactively protecting our physical environment from the threats of climate change and reducing greenhouse gas emissions*
- *Recognizing and addressing the changing needs and challenges of the community and promoting the well-being of all residents, in all stages of life.*



- *Demonstrating high ethical and professional standards, including high quality customer service*
- *Leading and managing effectively by engaging the community, thinking strategically, remaining proactive, and planning for the future*
- *Supporting the well-being of employees, investing in their development, and aligning staffing and resources with the demand for City services*

2025 STRATEGIC GOALS AND OBJECTIVES

In alphabetical order

1. Climate Change Mitigation, Adaptation, and Resilience: *The City of San Carlos will support sustainability initiatives, address climate change, and prepare for emergencies. As part of its focus on climate change, the City of San Carlos will continue to address vulnerability and adapt to changing climate conditions such as wildfires, flooding, drought, and sea level rise.*

Objective #1: Continue to plan and implement the 33 Council-approved greenhouse gas reduction strategies and 12 adaptation/resilience strategies in the Climate Mitigation and Adaptation Plan (CMAP).

Objective #2: Refine policies and develop standards to integrate flood and sea level rise resiliency initiatives into existing processes, policies, and plans to prepare for the future.

Objective #3: Perform community engagement and outreach to promote sustainability initiatives citywide.

Objective #4: Prepare for emergencies and engage and educate the community about emergency preparedness and response.

2. Downtown: *The City of San Carlos will work with residents, property owners, business owners, committees, commissions, the Chamber of Commerce, and all other interested members of the community to develop and implement a plan to understand and ensure that the downtown meets the needs of the community and businesses now and into the future.*

Objective #1: Implement the community engagement strategy for the Downtown Specific Plan.

Objective #2: Create the Downtown Specific Plan and corresponding implementation strategies.

Objective #3: Ensure that the vision and goals of the Downtown Specific Plan come to fruition.



Objective #4: Design and implement a project to demonstrate and celebrate the community's shared vision for streetscape, outdoor dining, and public plaza improvements in downtown San Carlos.

Objective #5: Explore options for phasing and financing the Downtown Specific Plan.

3. Housing: *The City of San Carlos will actively encourage and support the creation of housing to provide a safe, inclusive, diverse, and affordable supply by facilitating development of housing for all income levels.*

Objective #1: Increase the number of Below Market Rate (BMR) housing units to meet local and regional housing requirements (e.g.: regional collaboration, grant programs, acquisition, and new development).

Objective #2: Facilitate completion of projects currently underway. Objective #3:

Increase housing production.

4. Mobility, Traffic and Transportation Infrastructure: *The City of San Carlos will actively pursue plans and strategies for improving mobility, traffic, parking, transportation infrastructure, and street maintenance while encouraging alternative modes of transportation to provide efficient, safe, and effective movement throughout the city.*

Objective #1: Collaborate with regional agencies and partners to develop short-, mid-, and long-term bicycle and pedestrian safety improvements at the U.S. 101/Holly Street interchange.

Objective #2: Implement the Bicycle and Pedestrian Master Plan to encourage alternative modes of transportation which includes micro-mobility, improved mobility, and safety for people of all ages and abilities.

Objective #3: Implement Traffic Signal Master Plan and implement citywide street and intersection projects and initiatives to improve traffic flow and parking utilizing smart technologies.

Objective #4: Develop community education and outreach tools to highlight the benefits and impacts of key traffic, parking, transportation infrastructure, and street maintenance projects.

Objective #5: Educate the community and implement improvements to increase bicycle and pedestrian safety.

Objective #6: Structure a partnership among the City, property owners, businesses, and employers and leverage resources to create effective trip reduction strategies through the creation of a Transportation Management Agency (TMA).



Objective #7: Identify a departmentwide Public Works Department technology solution(s) to streamline workflows, consolidate existing tools, and protect the City's infrastructure improvements.

5. Northeast Area Specific Plan: *The City of San Carlos will work with residents, property owners, stakeholders, business owners, committees, commissions, the Chamber of Commerce, and all other interested members of the community to develop a plan in response to continued development interest in the life sciences and biotechnology sectors, and develop policies and strategies to incorporate housing as part of this new development.*

Objective #1: Create outreach and engagement opportunities that actively involve Northeast Area stakeholders and the San Carlos community in the visioning and development of the Specific Plan.

Objective #2: Complete the environmental review of the NE Area Specific Plan.

Objective #3: Present goals, policies, and standards of the Northeast Area Specific Plan for adoption.

6. Recreation Services: *The City of San Carlos will explore new recreational opportunities by completing an assessment of parks, open space, and other recreation facilities to support the physical and mental health and well-being of community members of all ages.*

Objective #1: Complete a Parks Master Plan and update the General Plan Parks and Open Space Elements.

Objective #2: Complete the North Crestview Park Master Plan.

Objective #3: Assess new opportunities to implement Trails Connection Plan for public trails.

SAN CARLOS THROUGH THE YEARS - 1910S

THE SAN FRANCISCO CALL AND POST ** California's Greatest Evening Newspaper ** SATURDAY, OCTOBER 10, 1914

SAN CARLOS' SHADY VISTAS INVITE

During the last three months Fred Drake has been accomplishing things in San Carlos. He is developing San Carlos as a residence suburb of San Francisco, developing it in a manner that works a credit both ways. The picture shows Cypress avenue, San Carlos, today. With its spreading trees, its shady vistas, its tropical vegetation, San Carlos justifies the building activity that has sprung up there this year. During the last three months more than a score of substantial residences have been constructed there.



Drake Takes Over San Carlos Park

Fred H. Drake, well known advertising man, has taken over the management of San Carlos Park at San Carlos, on the peninsula. In anticipation of an active demand for close-in suburban acreage, Drake will place the beautiful residence park on the market.

After making a careful investigation of market conditions, Drake states that the time is ripe to market acreage. People have come to a realization of the possibilities of small acreage, he says, and each month adds thousands of converts to this new plan of suburban living.

BRITTAN RANCH AT SAN CARLOS TO BE DIVIDED

Judge Buck has signed a decree ordering a partition of the Nat J. Brittan ranch containing several hundred acres of land near San Carlos. The decree of the court names Davenport Bromfield of San Mateo as referee to divide the property in proper proportion for distribution to the heirs.

The heirs are Mrs. Belle J. Moore, Mrs. Carmelita B. Kendall and the three children of the late Mrs. Natalie T. Hewson. The former will receive one-third each and the children the remaining one-third.

COMMUTER'S PENINSULA GARDEN HOMES AT SAN CARLOS



Why try to make YOUR HOME on a small city lot, when you can have a half-acre GARDEN HOME within 40 minutes of Third St. for less money?

Your vegetable money will pay for the homesite—Your rent money will pay for a bungalow HOME in San Carlos

Only 2 to 5 blocks from the S. P. Station, with all improvements and city conveniences—gas, water, sewer, electricity, telephones, etc.

Oranges, nuts, fruits, and vegetables from San Carlos Garden Homes won a GOLD MEDAL at the San Francisco Land Show—we have the climate.

Large (100x155-foot) garden-homesites for only \$500 in 1920—10 per cent cash, balance \$5 to 10 a month—Liberty Bonds taken at par.

5 NEW HOMES BUILDING—JOIN THEM!

Look everywhere around San Francisco, then come and investigate San Carlos, and all the facts about soil, climate, convenience, transportation, terms, and prices. You will then appreciate our offer.

NO BOGS OR FERRYBOATS—HOME QUICKER THAN ACROSS THE BAY OR MANY SECTIONS OF SAN FRANCISCO—NO STRAP HANGING.

Give the family a REAL HOME—cut down EXPENSES, save MONEY and grow your FOOD. Come and investigate—that is all I ask.

Buses every half hour from 24th and Market Streets direct. S. P. trains from 2nd and Townsend at 9, 10:10, 11:40, 1:20.

COME SUNDAY, I AM ON PROPERTY ALL DAY

Week days call, write, or phone Sutter 344

FRED H. DRAKE
131 Leidesdorff near California St.
PHONE SUTTER 344



STRATEGIC OBJECTIVE	CAPITAL IMPROVEMENT PROGRAM PROJECTS (5-YR PLAN - FY25-30)
Climate Change Mitigation, Adaptation & Resilience (\$22,008,200)	<ul style="list-style-type: none"> * Shoreway Road Sewer Main Relocation Project (\$3,000,000) * Sewer Capacity Assurance Improvements (\$12,500,000) * Upgrade of Existing SCADA Hardware at all Sewer and Storm Pump Stations (\$450,000) * Storm Drain Improvements (\$4,000,000) * Installation of New EV Stations in Public Parking Lots (658,200) * Industrial Road Bridge and Culvert Repair (\$600,000) * Belmont Creek Watershed Improvement (\$550,000) * Climate Mitigation and Adaptation Plan Update (\$250,000)
Downtown (\$16,569,900)	<ul style="list-style-type: none"> * Downtown Renovation Plan Design/Implementation (\$16,500,000) * Downtown Planning Initiative (\$69,900)
Mobility, Traffic & Transportation Infrastructure (\$72,150,000)	<ul style="list-style-type: none"> * Annual Street Resurfacing (\$39,500,000) * Annual Traffic Markings & Striping (\$1,500,000) * Annual Sidewalk Replacement/Reconstruction (\$1,140,000) * Brittan Avenue Sidewalk Improvements (975,000) * Traffic Signal Master Plan Implementation (\$2,650,000) * Traffic Studies & Pilot Improvements (\$2,500,000) * Traffic Technology & Funding Development (\$1,450,000) * Traffic Signal Fiber Project (\$1,885,000) * Traffic Impact Fee (TIF) Study and Update (\$150,000) * Intersection Pedestrian Improvements (Arroyo/Woodland, Olive/Elm) (\$500,000) * SRTS Intersection and Sidewalk Improvements (\$3,500,000) * Safe Routes to School & Pavement Project - Clifford Street (\$400,000) * Safe Routes to School Improvements near Tierra Linda & Mariposa Schools (\$200,000) * Safe Routes to School Improvements near Brittan Acres and Heather (\$1,100,000) * Safe Routes to School Improvements near Arundel (\$1,450,000) * Complete Streets & Corridor Studies (\$750,000) * San Carlos Avenue Pedestrian Safety Improvements Phase IV (\$1,200,000) * Holly/101 Interchange Modifications (\$10,000,000) * Industrial Road Turning Mitigation (between Holly St and PAMF) (\$400,000) * Roundabout at Crestview and Edmonds (\$250,000) * Traffic Circle and Midblock Crossings (ADLP, Industrial, Crestview, and Morse) (\$650,000)
North East Area Specific Plan	<ul style="list-style-type: none"> * East Side Innovation District Master Streetscape Plan (\$150,000)
Recreation Services (\$1,800,000)	<ul style="list-style-type: none"> * Parks Master Plan (\$200,000) * Parks Master Plan Improvements (\$1,000,000) * Chilton Park Pathway Modifications (\$150,000) * Adult Community Center Kitchen Remodel Design (\$200,000) * Trail Improvements, Expansion and Connections (\$250,000)

SAN CARLOS THROUGH THE YEARS - 1910S

FRUIT FOR SUBURBANITES

Pick your breakfast oranges from trees in your yard. Yes, that is what Mrs. William B. Smith of San Carlos does. Not only oranges, but lemons, walnuts and almonds are part of the family orchard. Southern California fruits thrive in the San Carlos warm belt.



San Carlos Residents Oppose Sanatorium

Special Dispatch to The Call.

REDWOOD CITY, Aug. 6.—A petition signed by seventy residents of San Carlos, asking that permission for the establishment of a sanatorium and hospital west of San Carlos be denied, has been presented to the Board of Supervisors of San Mateo County.

The proposed site of the sanatorium is the old Nathaniel Brittan ranch, about a mile west of San Carlos. No application for permission for such an establishment has been made to the board, but the San Carlos citizens have been hearing rumors and are attempting to forestall any action by the supervisors.

The arguments against the sanatorium are that it will be detrimental to the health of nearby residents, prevent improvements in that locality and decrease land values.

San Carlos Creamery

Clarified and Pasteurized Milk
Table and Pastry Cream
Butter and Buttermilk

Deliveries Made in Redwood City,
Belmont and San Carlos

June 09, 2020 322 Washington St. Tel. 381-R

AVIATION FIELD AT SAN CARLOS TO BE REOPENED

The J. Paulding Edwards company announces the establishment of an airplane service station at San Carlos with complete shop facilities and hangars for fifteen planes. The company, which has opened a factory in Alameda, purposes to engage in the design, construction and repair of motor boats, yachts and airplanes.

Early in the war Edwards promoted the San Carlos flying field, but nothing was ever done with it and it was generally believed the place had been abandoned.

J. Paulding Edwards is general manager and engineer of the company; Harry C. Carlson is master boat builder; Frederick J. Reuter is superintendent of the Alameda plant and J. A. Eldredge is in charge of the San Carlos flying field.

The company has offices in the Kohl building, San Francisco.

San Carlos Postmaster Kept Busy

MAIL ADDRESSED TO EVERY
SAN CARLOS IN U. S. A.,
ARRIVES THERE

San Carlos may be a small burg, but Postmaster John E. Cowgill says he'll tell the world the San Carlos postoffice is some busy place. Anybody who thinks he has a leadpipe cinch and all he does is to draw his pay, has another think coming.

According to Cowgill, owing to the close proximity of San Carlos to the principal distributing points for the Pacific coast and trans-Pacific mail, the distributing clerks in San Francisco and the railway mail clerks throw all mail in the San Carlos pouches which has the name of San Carlos anywhere in the address. Recently mail addressed to the following places has been thrown off at San Carlos:

San Carlos, Philippine Islands.

San Carlos, South America.

San Carlos, Colorado.

San Carlos, Arizona.

San Carlos street, San Francisco.

San Carlos apartments, San Francisco.

San Carlos street, San Jose.

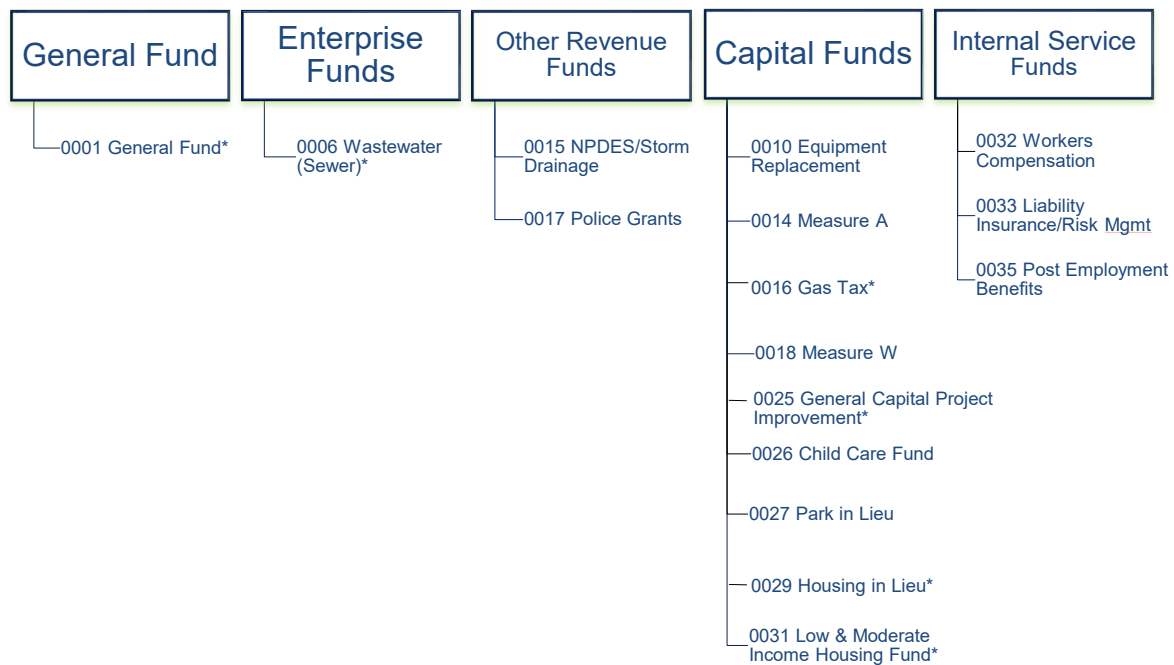
San Carlos mines, San Benito county.

It has been suggested that to avoid this confusion and to give Postmaster Cowgill a chance to catch his breath between mails, the name of San Carlos be changed to Cowgillville, Lippmanburg, or Chaville.



City of San Carlos Fund Structure

City of San Carlos Budgetary Funds



* Major Fund

Major Funds:

Major Funds are defined generally as having significant activities or balances in the current year. The City has determined the following funds as major funds: General Fund, Wastewater/Enterprise Fund, Gas Tax Fund, General Capital Project Improvement Fund, and the Housing Funds which are made up of the Housing in Lieu and the Low and Moderate Income Housing Fund.

Fund Descriptions:

0001 General Fund *– The General Fund is the primary operating fund of the City and is used to account for most day-to-day activities. Revenue sources include (but are not limited to) property tax, sales tax, transient occupancy tax, current fees for services and business registration.

0006 Enterprise Fund *– The Enterprise Fund or Wastewater (Sewer) Fund is used to account for City operations that are financed and operated like private business enterprises. The Sewer Fund is used to account for sewage treatment, transmission, major replacements and improvements to the City's sewer system.



Other (Special) Revenue Funds – Revenue funds are used to account for revenue sources for which expenditures are restricted, by law or administrative action, to specific purposes.

0015 NPDES/Storm Drainage – This fund is used to account for revenues received from assessments levied by the county on property and disburses funds in compliance with the provisions of the National Pollutant Discharge Elimination System (NPDES).

0017 Police Grants – This fund is used to account for grant activities and services paid for and reimbursed by grant funding. This fund includes grants from the following funding sources:

- Supplemental Law Enforcement Services Funds (SLESF) – Under the SLESF program (commonly referred to as the Community-Oriented Policing Services, or COPS grant), cities and counties receive state funds to augment public safety expenditures.

Capital Funds – The Capital Funds are used to account for the acquisition or construction of major capital improvements other than those financed by the Wastewater Fund.

0010 Equipment Replacement – This fund is used to account for the anticipated replacement of general equipment and inventory needs. Some of the items included in this fund are vehicles, park equipment and computers and networking equipment. The source of funding for replacement is the General Fund.

0014 Measure A – This fund is used to account for the City's share of a one-half cent sales tax restricted for transportation purposes. The revenue received is used to augment capital projects in the Gas Tax fund.

0016 Gas Tax * – This fund is used to account for revenue received and expended under the State of California, Street and Highways Code Sections 2013, 2015, 2106, 2107 and 2107.5. These revenues must be expended for maintenance or construction of streets.

0018 Measure W – This fund is used to account for the City's share of half-cent sales tax. The measure W went into effect in July of 2019 for 30 years. The funding is used to improve transit, relieve congestion, repair potholes, maintain streets and improve pedestrian safety.



0025 General Capital Project Improvement Fund – This fund is used to account for general capital projects including building construction, technology purchases and other infrastructure needs. The main source of revenue comes from the General Fund.

0026 Child Care Fund – This fund is used to account for Child Care development impact fees. Revenues collected is intended to provide for the capital improvements and augmentation to the child care system.

0027 Park In Lieu – This fund is used to account for development fees collected and used to finance the acquisition and construction of City parks.

0029 Housing in Lieu* – This fund is used to account for development fees and other housing-related resources that must be used to finance affordable housing for City residents.

0031 Low and Moderate Income Housing Fund* – This fund is used to account for the housing activities assumed by the City when the former redevelopment agency was dissolved.

Internal Service Funds – The Internal Service Funds are used to account for special activities and services performed by a designated department for other departments on a cost reimbursement basis.

0032 Workers Compensation – This fund is used to account for activities related to Workers' Compensation claims and the premiums for coverage.

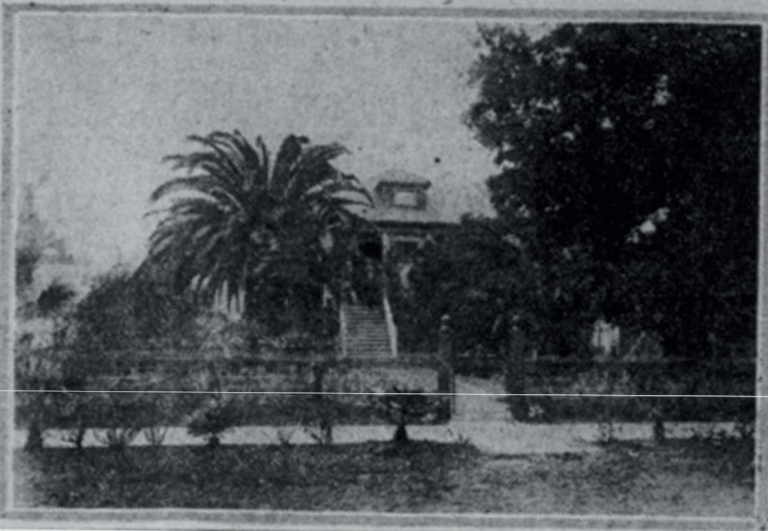
0033 Liability Insurance/Risk Management – This fund is used to account for activities related to general liability claims against the City and premiums for coverage above the City's risk retention level.

0035 Post-Employment Benefits – This fund is used to account for activities related to longevity and healthcare benefits for retired employees.

SAN CARLOS THROUGH THE YEARS - 1910S

WHERE ORANGES RIPEN

Home of Charles Hosmer, one of many new homes now building in San Carlos



J. E. COWGILL IS OUT FOR RECORDER

John E. Cowgill, Southern Pacific agent at San Carlos and general chairman of the Railroad Telegraphers, has announced his candidacy for county recorder and will make the race against William H. Barg, the incumbent, and James R. Eubanks, who announced his candidacy several days ago.

MAN WANTED FOR HULL BURGLARY IN CUSTODY

Manuel Silva, a Portuguese, 18 years old, sought by the police for the burglary of the bunkhouse at the Hull Dairy, San Carlos, was taken into custody by deputies from the sheriff's office at Joe Roza's saloon in Redwood City on Sunday night.

FIRE DESTROYS CROP

John McNally suffered a severe loss last week when his grain field at San Carlos was burned. He owned the crop of barley on the aviation field there. Japanese started a fire in an adjoining ranch which spread and before it was put out burned nearly half of McNally's crop.

June 09, 2025

San Carlos Park

On the Peninsula.
Out of Wind and Fog

Homes Amid Art Gems

Sculptured urns and obelisks adorn the main boulevards. High class surroundings are insured for your home in this lovely suburb.

City Comforts—Quick Transit

Additional improvements are being pushed in fast so materials can be delivered. Elegant homes are springing up. Grounds now ready for your selection.

Arrangements for Trip by Auto With

San Carlos Park Syndicate

Monarch, Bldg., San Francisco



Packet Pg. 256



FUND BALANCES: OPERATING, CAPITAL AND OTHER BUDGETS

AUDITED FISCAL YEAR 2023-24 BALANCES

Fund	Title	Revenue	Expend.	Alloc In Tran In	Alloc Out Tran Out	Net Change	7/1/2024 Balance
0001	General - Unassigned	58,050,029	(54,353,418)	4,894,700	(8,740,323)	(149,013)	2,729,717
0001	General - Committed/Assigned/Restricted	7,821,168	(3,000,000)	7,690,623	(7,850,000)	4,661,791	56,255,322
0001	General -TOTAL	65,871,197	(57,353,418)	12,585,323	(16,590,323)	4,512,778	58,985,039
0006	Wastewater (Sewer) Fund	25,813,216	(12,739,000)	649,700	(4,577,800)	9,146,116	89,619,427
0017	Grants-Police	205,326	(150,000)	-	-	55,326	363,760
0010	Equipment Replacement	-	(1,604,665)	460,000	-	(1,144,665)	2,845,617
0014	Measure A Tax	1,157,463	(98,533)	-	(1,200,000)	(141,070)	520,244
0018	Measure W Tax	509,876	-	-	(495,000)	14,876	260,057
0016	Gas Tax	2,725,979	(1,748,426)	7,820,000	(1,180,800)	7,616,753	17,686,923
0025	General Fund Capital Improvement	13,623,175	(12,296,813)	5,250,000	(3,275,000)	3,301,361	35,094,124
0026	Child Care Fund	1,090,502	-	-	-	1,090,502	1,090,502
0027	Park In Lieu	338,395	(222,396)	-	-	115,999	1,662,076
0028	Parking In Lieu Fee	7,974	(23,504)	-	(250,000)	(265,530)	132,425
0029	Affordable Housing in Lieu	4,620,314	(12,976,200)	-	(317,300)	(8,673,186)	5,624,128
0031	Low-Mod Housing Asset	38,102	(33,386)	-	(104,100)	(99,385)	8,628,212
0093	Library - Bond Service	535,698	(469,150)	-	-	66,548	917,932
0095	Library - Tenant Imp.	787,824	(525,932)	-	-	261,892	2,709,505
	Library Total	1,323,522	(995,082)	-	-	328,440	3,627,437
Operating & Capital Improvement Totals		117,325,040	(100,241,425)	26,765,023	(27,990,323)	15,858,315	226,139,971
0015	NPDES - Storm Drain Maint.	824,743	(122,719)	-	(638,700)	63,324	845,003
0032	Work Compensation Insurance	20,921	(268,444)	382,100	(106,500)	28,077	312,837
0033	Liability Insurance	125,236	(1,660,108)	1,736,200	(147,800)	53,528	1,051,589
0035	Post-employment Benefits	1,096,624	(1,123,600)	-	-	(26,976)	189,525
	Internal Service Funds Total	1,242,781	(3,052,152)	2,118,300	(254,300)	54,629	1,553,951
Other Funds Total		2,067,525	(3,174,871)	2,118,300	(893,000)	117,953	2,398,954
GRAND TOTAL		119,392,564	(103,416,296)	28,883,323	(28,883,323)	15,976,268	228,538,925



FUND BALANCES: OPERATING, CAPITAL AND OTHER BUDGETS

PROJECTED FISCAL YEAR 2024-25 BALANCES

Fund	Title	Revenue	Expend.	Alloc In Tran In	Alloc Out Tran Out	Net Change	7/1/2025 Balance
0001	General - Unassigned	59,061,520	(59,932,970)	5,338,500	(5,192,923)	(725,873)	2,003,844
0001	General - Committed/Assigned/Restricted		(4,000,000)	4,125,523	(4,850,000)	(4,724,477)	51,530,845
0001	General -TOTAL	59,061,520	(63,932,970)	9,464,023	(10,042,923)	(5,450,350)	53,534,689
0006	Wastewater (Sewer) Fund	24,469,000	(24,756,851)	669,300	(4,897,400)	(4,515,951)	85,103,476
0017	Grants-Police	197,900	(168,800)	-	-	29,100	392,860
0010	Equipment Replacement	-	(538,600)	460,000	-	(78,600)	2,767,017
0014	Measure A Tax	1,260,700	(95,900)		(1,236,000)	(71,200)	449,044
0018	Measure W Tax	417,100	-	-	(406,900)	10,200	270,257
0016	Gas Tax	2,625,300	(9,460,000)	7,767,900	(1,216,100)	(282,900)	17,404,023
0025	General Fund Capital Improvement	7,379,857	(38,569,824)	3,661,227	(3,275,000)	(30,803,740)	4,290,384
0026	Child Care Fund	38,300	(500,000)			(461,700)	628,802
0027	Park In Lieu	376,500	(1,422,604)	-	-	(1,046,104)	615,972
0028	Parking In Lieu Fee	2,900	(51,496)	-	(83,829)	(132,425)	-
0029	Affordable Housing in Lieu	1,311,900	(10,843,474)	-	(326,900)	(9,858,474)	(4,234,346)
0031	Low-Mod Housing Asset	48,500	(154,200)		(107,200)	(212,900)	8,415,312
0093	Library - Bond Service	444,000	(1,504,900)	142,968	-	(917,932)	(0)
0095	Library - Tenant Imp.	2,518,000	(3,392,239)	-	(1,835,266)	(2,709,505)	0
	Library Total	2,962,000	(4,897,139)	142,968	(1,835,266)	(3,627,437)	(0)
Operating & Capital Improvement Totals		100,151,477	(155,391,856)	22,165,418	(23,427,518)	(56,502,480)	169,637,491
0015	NPDES - Storm Drain Maint.	738,000	(129,300)		(657,800)	(49,100)	795,903
0032	Work Compensation Insurance	13,900	(275,809)	393,400	(109,700)	21,791	334,628
0033	Liability Insurance	51,200	(2,028,300)	1,788,400	(152,200)	(340,900)	710,689
0035	Post-employment Benefits	1,210,200	(1,132,500)	-	-	77,700	267,225
	Internal Service Funds Total	1,275,300	(3,436,609)	2,181,800	(261,900)	(241,409)	1,312,542
Other Funds Total		2,013,300	(3,565,909)	2,181,800	(919,700)	(290,509)	2,108,445
GRAND TOTAL		102,164,777	(158,957,765)	24,347,218	(24,347,218)	(56,792,989)	171,745,936



FUND BALANCES: OPERATING, CAPITAL AND OTHER BUDGETS

PROPOSED FISCAL YEAR 2025-26 BALANCES

Fund	Title	Revenue	Expend.	Alloc In Tran In	Alloc Out Tran Out	Net Change	7/1/2026 Est Balance
0001	General - Unassigned	61,584,200	(66,938,825)	6,237,400	(1,531,296)	(648,521)	1,355,323
0001	General - Committed/Assigned/Restricted			268,996	(13,099,000)	(12,830,004)	38,700,841
0001	General -TOTAL	61,584,200	(66,938,825)	6,506,396	(14,630,296)	(13,478,525)	40,056,164
0006	Wastewater (Sewer) Fund	28,897,800	(29,002,800)	639,400	(6,069,100)	(5,534,700)	79,568,776
0017	Grants-Police	193,500	(173,900)	-	(100,000)	(80,400)	312,460
0010	Equipment Replacement	-	(589,170)	360,000	-	(229,170)	2,537,847
0014	Measure A Tax	1,299,600	(87,000)		(1,523,000)	(310,400)	138,644
0018	Measure W Tax	425,400	-	-	(619,100)	(193,700)	76,557
0016	Gas Tax	2,217,600	(9,100,000)	8,267,100	(1,513,000)	(128,300)	17,275,723
0025	General Fund Capital Improvement	16,233,000	(17,603,083)	10,249,000	(3,675,000)	5,203,917	9,494,301
0026	Child Care Fund	3,157,500	(250,000)			2,907,500	3,536,302
0027	Park In Lieu	187,800	(450,000)	400,000	-	137,800	753,772
0028	Parking In Lieu Fee	-	-		-	-	-
0029	Affordable Housing in Lieu	16,231,000	(589,300)	-	(436,700)	15,205,000	10,970,654
0031	Low-Mod Housing Asset	63,100	(158,800)	-	(110,400)	(206,100)	8,209,212
0093	Library - Bond Service	-	-	-	-	-	(0)
0095	Library - Tenant Imp.	-	-	-	-	-	0
	Library Total	-	-	-	-	-	(0)
Operating & Capital Improvement Totals		130,490,500	(124,942,878)	26,421,896	(28,676,596)	3,292,922	172,930,413
0015	NPDES - Storm Drain Maint.	728,200	(133,000)		(753,000)	(157,800)	638,103
0032	Work Compensation Insurance	9,700	(614,400)	614,300	(113,000)	(103,400)	231,228
0033	Liability Insurance	49,100	(2,232,200)	2,663,100	(156,700)	323,300	1,033,989
0035	Post-employment Benefits	1,139,500	(1,138,300)	-	-	1,200	268,425
	Internal Service Funds Total	1,198,300	(3,984,900)	3,277,400	(269,700)	221,100	1,533,642
Other Funds Total		1,926,500	(4,117,900)	3,277,400	(1,022,700)	63,300	2,171,745
GRAND TOTAL		132,417,000	(129,060,778)	29,699,296	(29,699,296)	3,356,222	175,102,158



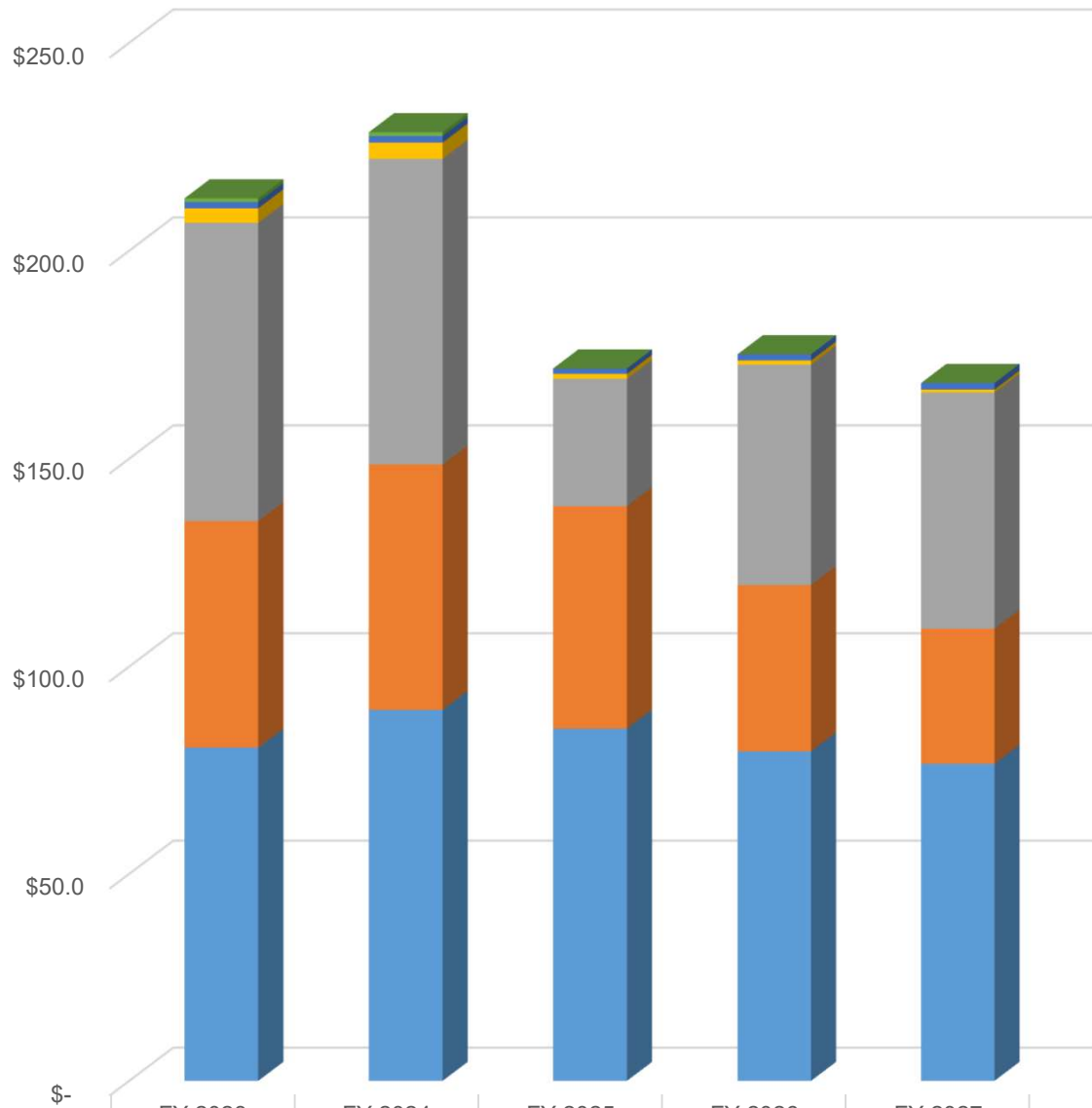
FUND BALANCES: OPERATING, CAPITAL AND OTHER BUDGETS

PROPOSED FISCAL YEAR 2026-27 BALANCES

Fund	Title	Revenue	Expend.	Alloc In Tran In	Alloc Out Tran Out	Net Change	7/1/2027 Est Balance
0001	General - Unassigned	64,155,000	(69,779,345)	6,865,311	(1,313,500)	(72,534)	1,282,789
0001	General - Committed/Assigned/Restricted	-	-	-	(7,436,111)	(7,436,111)	31,264,730
0001	General -TOTAL	64,155,000	(69,779,345)	6,865,311	(8,749,611)	(7,508,645)	32,547,519
0006	Wastewater (Sewer) Fund	28,743,100	(26,122,800)	658,500	(6,261,700)	(2,982,900)	76,585,876
0017	Grants-Police	199,300	(179,100)	-	(100,000)	(79,800)	232,660
0010	Equipment Replacement	-	(562,594)	371,000	-	(191,594)	2,346,253
0014	Measure A Tax	1,338,600	(89,600)	-	(1,311,000)	(62,000)	76,644
0018	Measure W Tax	438,200	-	-	(431,700)	6,500	83,057
0016	Gas Tax	2,280,300	(9,600,000)	4,592,700	(1,558,200)	(4,285,200)	12,990,523
0025	General Fund Capital Improvement	7,964,200	(10,379,100)	7,000,000	(2,850,000)	1,735,100	11,229,401
0026	Child Care Fund	28,300	(250,000)	-	-	(221,700)	3,314,602
0027	Park In Lieu	1,042,800	(150,000)	-	-	892,800	1,646,572
0028	Parking In Lieu Fee	-	-	-	-	-	-
0029	Affordable Housing in Lieu	7,167,500	(606,900)	-	(449,800)	6,110,800	17,081,454
0031	Low-Mod Housing Asset	65,000	(163,600)	-	(113,700)	(212,300)	7,996,912
0093	Library - Bond Service	-	-	-	-	-	(0)
0095	Library - Tenant Imp.	-	-	-	-	-	0
	Library Total	-	-	-	-	-	(0)
Operating & Capital Improvement Totals		113,422,300	(117,883,039)	19,487,511	(21,825,711)	(6,798,939)	166,131,474
0015	NPDES - Storm Drain Maint.	736,300	(136,900)	-	(775,800)	(176,400)	461,703
0032	Work Compensation Insurance	10,000	(654,300)	648,800	(116,400)	(111,900)	119,328
0033	Liability Insurance	50,600	(2,453,700)	2,742,900	(161,300)	178,500	1,212,489
0035	Post-employment Benefits	1,172,500	(1,158,100)	-	-	14,400	282,825
	Internal Service Funds Total	1,233,100	(4,266,100)	3,391,700	(277,700)	81,000	1,614,642
Other Funds Total		1,969,400	(4,403,000)	3,391,700	(1,053,500)	(95,400)	2,076,345
GRAND TOTAL		115,391,700	(122,286,039)	22,879,211	(22,879,211)	(6,894,339)	168,207,819



FUND BALANCE STATUS 5-YEAR TREND (IN MILLIONS)



	FY 2023 Audited	FY 2024 Audited	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
City Debt Service	\$0.9	\$0.9	\$-	\$-	\$-
Internal Service Funds	\$1.5	\$1.6	\$1.3	\$1.5	\$1.6
Special Revenue Funds	\$3.5	\$3.9	\$1.2	\$1.0	\$0.7
Capital Funds	\$71.7	\$73.5	\$30.6	\$53.0	\$56.8
General Fund	\$54.5	\$59.0	\$53.5	\$40.0	\$32.5
Enterprise Fund	\$80.5	\$89.6	\$85.1	\$79.6	\$76.6



SUMMARY OF SOURCES AND USES BY FUND TYPE

FY 2025-26

REVENUES	GENERAL FUND	ENTERPRISE (WASTEWATER) FUND
BUSINESS REGISTRATION	1,368,700	-
CHARGES FOR CURRENT SERVICES	6,618,400	-
FINES & FORFEITURES	168,600	-
FROM OTHER AGENCIES	12,000	-
LICENSES & PERMITS	3,213,500	-
OTHER REVENUE	749,000	27,824,300
OTHER TAX	2,276,400	-
PROPERTY TAX	20,970,400	-
SALES TAX	12,519,200	-
TRANSIENT OCCUPANCY TAX	4,350,000	-
PAMF TARGET REVENUE	912,400	-
USE OF MONEY & PROPERTY	4,814,200	1,073,500
VEHICLE IN LIEU	3,611,400	-
TOTAL REVENUES	61,584,200	28,897,800

EXPENDITURES	GENERAL FUND	ENTERPRISE (WASTEWATER) FUND
GENERAL GOVERNMENT	11,944,300	-
COMMUNITY DEVELOPMENT	9,887,600	-
PUBLIC SAFETY	28,281,200	-
PUBLIC WORKS	10,807,175	-
PARK & RECREATION	6,018,550	-
SEWER OPERATIONS	-	9,033,500
EQUIPMENT REPLACEMENT	-	-
OPERATING	-	-
CONSTRUCTION	-	15,277,300
DEBT SERVICE	-	4,692,000
TOTAL EXPENDITURES	66,938,825	29,002,800

TRANSFERS	GENERAL FUND	ENTERPRISE (WASTEWATER) FUND
ALLOCATIONS IN FOR OVERHEAD	5,366,900	639,400
GENERAL TRANSFERS IN	870,500	-
ALLOCATIONS OUT FOR OVERHEAD	(902,300)	(5,298,600)
GENERAL TRANSFERS OUT	(13,459,000)	(770,500)
TOTAL TRANSFERS, ALLOCATIONS AND ONE-TIME	(8,123,900)	(5,429,700)

NET CHANGES - SOURCES (USES)	(13,478,525)	(5,534,700)
EST AVAILABLE BEGINNING BALANCES	53,534,689	85,103,476
ESTIMATED ENDING FUND BALANCE	\$ 40,056,164	\$ 79,568,776



SUMMARY OF SOURCES AND USES BY FUND TYPE

FY 2025-26

OTHER REVENUE FUNDS	CAPITAL FUNDS	CITY DEBT SERVICE	INTERNAL SERVICE FUNDS	PROPOSED FY 2026 TOTALS
-	-	-	-	1,368,700
-	-	-	-	6,618,400
-	-	-	-	168,600
-	-	-	-	12,000
-	-	-	-	3,213,500
921,700	39,815,000	-	1,198,300	70,508,300
-	-	-	-	2,276,400
-	-	-	-	20,970,400
-	-	-	-	12,519,200
-	-	-	-	4,350,000
-	-	-	-	912,400
-	-	-	-	5,887,700
-	-	-	-	3,611,400
921,700	39,815,000	-	1,198,300	132,417,000

OTHER REVENUE FUNDS	CAPITAL FUNDS	CITY DEBT SERVICE	INTERNAL SERVICE FUNDS	PROPOSED FY 2026 TOTALS
-	-	-	-	11,944,300
-	-	-	-	9,887,600
-	-	-	-	28,281,200
-	-	-	-	10,807,175
-	-	-	-	6,018,550
-	-	-	-	9,033,500
-	589,170	-	-	589,170
306,900	835,100	-	3,984,900	5,126,900
-	27,403,083	-	-	42,680,383
-	-	-	-	4,692,000
306,900	28,827,353	-	3,984,900	129,060,778

OTHER REVENUE FUNDS	CAPITAL FUNDS	CITY DEBT SERVICE	INTERNAL SERVICE FUNDS	PROPOSED FY 2026 TOTALS
-	-	-	3,277,400	9,283,700
-	19,276,100	-	-	20,146,600
(753,000)	(2,060,100)	-	(269,700)	(9,283,700)
(100,000)	(5,817,100)	-	-	(20,146,600)
(853,000)	11,398,900	-	3,007,700	-

(238,200)	22,386,547	-	221,100	3,356,222
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1,188,763	30,606,465	(0)	1,312,542	171,745,936
\$ 950,563	\$ 52,993,012	\$ (0)	\$ 1,533,642	\$ 175,102,158



SUMMARY OF SOURCES AND USES BY FUND TYPE

FY 2026-27

REVENUES	GENERAL FUND	ENTERPRISE (WASTEWATER) FUND
BUSINESS REGISTRATION	1,422,800	-
CHARGES FOR CURRENT SERVICES	6,816,800	-
FINES & FORFEITURES	173,600	-
FROM OTHER AGENCIES	12,400	-
LICENSES & PERMITS	3,309,900	-
OTHER REVENUE	772,200	27,637,400
OTHER TAX	2,344,700	-
PROPERTY TAX	22,151,800	-
SALES TAX	12,925,800	-
TRANSIENT OCCUPANCY TAX	4,619,500	-
PAMF TARGET REVENUE	935,200	-
USE OF MONEY & PROPERTY	4,842,200	1,105,700
VEHICLE IN LIEU	3,828,100	-
TOTAL REVENUES	64,155,000	28,743,100

EXPENDITURES	GENERAL FUND	ENTERPRISE (WASTEWATER) FUND
GENERAL GOVERNMENT	12,351,500	-
COMMUNITY DEVELOPMENT	10,235,600	-
PUBLIC SAFETY	29,783,600	-
PUBLIC WORKS	11,178,775	-
PARK & RECREATION	6,229,870	-
SEWER OPERATIONS	-	9,006,400
EQUIPMENT REPLACEMENT	-	-
OPERATING	-	-
CONSTRUCTION	-	12,426,400
DEBT SERVICE	-	4,690,000
TOTAL EXPENDITURES	69,779,345	26,122,800

TRANSFERS	GENERAL FUND	ENTERPRISE (WASTEWATER) FUND
ALLOCATIONS IN FOR OVERHEAD	5,527,900	658,500
GENERAL TRANSFERS IN	901,300	-
ALLOCATIONS OUT FOR OVERHEAD	(942,500)	(5,460,400)
GENERAL TRANSFERS OUT	(7,371,000)	(801,300)
TOTAL TRANSFERS AND ALLOCATIONS	(1,884,300)	(5,603,200)

NET CHANGES - SOURCES (USES)	(7,508,645)	(2,982,900)
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EST AVAILABLE BEGINNING BALANCES	40,056,164	79,568,776
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ESTIMATED ENDING FUND BALANCE	\$ 32,547,519	\$ 76,585,876
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SUMMARY OF SOURCES AND USES BY FUND TYPE

FY 2026-27

OTHER REVENUE FUNDS	CAPITAL FUNDS	CITY DEBT SERVICE	INTERNAL SERVICE FUNDS	PROPOSED FY 2027 TOTALS
-	-	-	-	1,422,800
-	-	-	-	6,816,800
-	-	-	-	173,600
-	-	-	-	12,400
-	-	-	-	3,309,900
935,600	20,324,900	-	1,233,100	50,903,200
-	-	-	-	2,344,700
-	-	-	-	22,151,800
-	-	-	-	12,925,800
-	-	-	-	4,619,500
-	-	-	-	935,200
-	-	-	-	5,947,900
-	-	-	-	3,828,100
935,600	20,324,900	-	1,233,100	115,391,700

OTHER REVENUE FUNDS	CAPITAL FUNDS	CITY DEBT SERVICE	INTERNAL SERVICE FUNDS	PROPOSED FY 2027 TOTALS
-	-	-	-	12,351,500
-	-	-	-	10,235,600
-	-	-	-	29,783,600
-	-	-	-	11,178,775
-	-	-	-	6,229,870
-	-	-	-	9,006,400
-	562,594	-	-	562,594
316,000	860,100	-	4,266,100	5,442,200
-	20,379,100	-	-	32,805,500
-	-	-	-	4,690,000
316,000	21,801,794	-	4,266,100	122,286,039

OTHER REVENUE FUNDS	CAPITAL FUNDS	CITY DEBT SERVICE	INTERNAL SERVICE FUNDS	PROPOSED FY 2027 TOTALS
-	-	-	3,391,700	9,578,100
-	11,963,700	-	-	12,865,000
(775,800)	(2,121,700)	-	(277,700)	(9,578,100)
(100,000)	(4,592,700)	-	-	(12,865,000)
(875,800)	5,249,300	-	3,114,000	-
(256,200)	3,772,406	-	81,000	(6,894,339)

950,563	52,993,012	(0)	1,533,642	175,102,158
\$ 694,363	\$ 56,765,418	\$ (0)	\$ 1,614,642	\$ 168,207,819



CITY OF SAN CARLOS GENERAL FUND SUMMARY BUDGET

	FY 2024 REVISED	FY 2024 AUDITED	FY 2025 REVISED	FY 2025 PROJECTED	FY 2026 PROPOSED	FY 2027 PROPOSED
ESTIMATED BEGINNING FUND BAL						
Unrestricted	\$ 2,878,730	\$ 2,878,730	\$ 2,729,714	\$ 2,729,714	\$ 2,003,841	\$ 1,355,320
Reserved or restricted	51,593,531	51,593,531	56,255,323	56,255,323	51,530,846	38,700,841
TOTAL BEGINNING FUND BALANCE	\$ 54,472,261	\$ 54,472,261	\$ 58,985,037	\$ 58,985,037	\$ 53,534,687	\$ 40,056,162
Business Registration	1,265,900	1,342,096	1,316,600	1,370,800	1,368,700	1,422,800
Charges for Current Services	5,122,800	6,212,220	5,167,550	6,575,600	6,618,400	6,816,800
Fines & Forfeitures	319,000	159,740	328,700	164,300	168,600	173,600
From Other Agencies	11,200	158,591	11,600	88,200	12,000	12,400
Licenses & Permits	2,589,800	4,210,068	2,667,500	3,278,700	3,213,500	3,309,900
Other Revenue	931,600	4,184,624	834,400	995,250	749,000	772,200
Other Tax	2,101,100	2,326,044	2,121,400	2,274,000	2,276,400	2,344,700
Property Tax	17,980,000	18,553,488	19,464,800	19,570,400	20,970,400	22,151,800
Sales Tax	13,063,900	12,491,208	13,330,670	11,662,600	12,519,200	12,925,800
Transient Occupancy Tax	4,200,000	3,422,950	4,468,000	4,000,000	4,350,000	4,619,500
Use of Money & Property	2,974,500	8,282,668	3,234,700	3,654,600	4,814,200	4,842,200
PAMF Project	868,500	868,462	890,170	890,170	912,400	935,200
Vehicle in Lieu	3,911,000	3,659,037	3,407,000	4,536,900	3,611,400	3,828,100
TOTAL REVENUES	55,339,300	65,871,197	57,243,090	59,061,520	61,584,200	64,155,000
EXPENDITURES						
Salaries & Benefits	20,211,450	17,926,648	21,169,055	19,759,925	23,365,625	24,259,625
Public Safety Legacy Obligations	3,470,100	3,392,906	3,797,500	3,806,000	4,223,800	4,886,600
Operating Expenditures	35,371,431	32,968,081	36,952,285	36,258,345	39,155,000	40,432,820
Capital Outlay	183,100	65,783	188,700	108,700	194,400	200,300
TOTAL EXPENDITURES	59,236,081	54,353,418	62,107,540	59,932,970	66,938,825	69,779,345
TRANSFERS						
General Transfers In From Other Funds	712,400	712,400	855,800	855,800	870,500	901,300
Allocations In From Other Funds	4,182,300	4,182,300	4,482,700	4,482,700	5,366,900	5,527,900
Allocations Out to Other Funds	(589,700)	(589,700)	(607,400)	(607,400)	(902,300)	(942,500)
General Transfers out	(460,000)	(460,000)	(460,000)	(460,000)	(360,000)	(371,000)
TOTAL TRANSFERS (NET)	\$ 3,845,000	\$ 3,845,000	\$ 4,271,100	\$ 4,271,100	\$ 4,975,100	\$ 5,115,700
USE OF UNASSIGNED FUND BALANCE					\$ 500,000	\$ 750,000
TOTAL CHANGE IN OPERATING FUNDS	\$ (51,781)	\$ 15,362,778	\$ (593,350)	\$ 3,399,650	\$ 120,475	\$ 241,355
OTHER SOURCES (USES) OF FUNDS						
Transfer Capital Reserve	(7,850,000)	(7,850,000)	(4,850,000)	(4,850,000)	(13,099,000)	(7,000,000)
One-time paydown of Unfunded	(3,000,000)	(3,000,000)	(4,000,000)	(4,000,000)		
One-time use of Fund Balance					(500,000)	(750,000)
TOTAL OTHER SOURCES (USES) OF FUNDS	(10,850,000)	(10,850,000)	(8,850,000)	(8,850,000)	(13,599,000)	(7,750,000)
NET CHANGE IN FUND BALANCE	\$ (10,901,781)	\$ 4,512,778	\$ (9,443,350)	\$ (5,450,350)	\$ (13,478,525)	\$ (7,508,645)
GENERAL FUND BALANCE						
Unrestricted	\$ 1,881,422	\$ 2,729,714	\$ 4,029,006	\$ 2,003,841	\$ 1,355,320	\$ 1,282,787
Restricted Fund Balances						
Non-spendable Fund Balance	1,835,629	2,231,946	1,060,629	2,159,946	1,637,946	1,118,946
Economic Uncertainty Reserve	10,070,134	9,240,082	10,518,757	10,188,605	11,379,600	11,862,489
Strategic Property Reserve	7,191,795	10,191,795	10,191,795	12,191,795	12,191,795	12,191,795
Assigned Fund Balance						
Unfunded Liabilities *	4,000,000	7,000,000	3,000,000	3,000,000	2,600,000	2,200,000
Strategic Property Reserve - reclass to Assigned	3,000,000	2,000,000	-	-	-	-
Facilities and Infrastructure	15,591,500	25,591,500	20,741,500	23,990,500	10,891,500	3,891,500
Reserved or restricted	41,689,058	56,255,323	45,512,681	51,530,846	38,700,841	31,264,730
TOTAL ENDING FUND BALANCE	\$ 43,570,480	\$ 58,985,039	\$ 49,541,687	\$ 53,534,687	\$ 40,056,162	\$ 32,547,517

Note: The Assigned Balance reserve of \$3m will be used to offset the legacy costs of the former Belmont San Carlos Fire Department in FY 2025-26 through FY 2032-33

CITY OF SAN CARLOS
GENERAL FUND LONG TERM FORECAST (in thousands)

Note: totals may not add due to rounding

	FY 2025 REVISED	FY 2025 PROJECTED	FY 2026 PROPOSED	FY 2027 PROPOSED	FY 2028 FORECAST	FY 2029 FORECAST	FY 2030 FORECAST	FY 2031 FORECAST	FY 2032 FORECAST	FY 2033 FORECAST	FY 2034 FORECAST	FY 2035 FORECAST	FY 2036 FORECAST	FY 2037 FORECAST
ESTIMATED BEGINNING FUND BALANCE														
Unrestricted	\$ 2,730	\$ 2,730	\$ 2,004	\$ 1,355	\$ 1,283	\$ 1,386	\$ 1,221	\$ 1,084	\$ 1,737	\$ 1,704	\$ 1,351	\$ 1,139	\$ 910	\$ 785
Reserved or restricted	56,255	56,255	51,531	38,701	31,265	28,735	26,557	24,203	22,496	21,537	21,160	20,968	23,855	27,035
TOTAL BEGINNING FUND BALANCE	\$ 58,985	\$ 58,985	\$ 53,535	\$ 40,056	\$ 32,548	\$ 30,120	\$ 27,779	\$ 25,287	\$ 24,233	\$ 23,241	\$ 22,511	\$ 22,107	\$ 24,765	\$ 27,820
Business Registration	1,317	1,371	1,369	1,423	1,579	1,626	1,675	1,726	1,777	1,831	1,886	1,942	2,000	2,060 (a)
Charges for Current Services	5,168	6,576	6,618	6,817	7,021	7,232	7,448	7,671	7,901	8,137	8,381	8,632	8,890	9,156 (b)
Fines & Forfeitures	329	164	169	174	179	184	190	196	201	208	214	220	227	234 (c)
From Other Agencies	12	88	12	12	13	13	14	14	14	15	15	16	16	17 (d)
Licenses & Permits	2,668	3,279	3,214	3,310	3,409	3,511	3,617	3,725	3,837	3,952	4,071	4,193	4,319	4,448 (e)
Other Revenue	834	995	749	772	795	819	843	868	894	920	948	976	1,005	1,035 (f)
Other Tax	2,121	2,274	2,276	2,345	2,415	2,488	2,562	2,639	2,719	2,800	2,884	2,971	3,060	3,152 (g)
Property Tax	19,465	19,570	20,970	22,152	23,355	24,584	25,864	27,113	28,436	29,836	31,292	32,805	34,378	36,013 (h)
Sales Tax	13,331	11,663	12,519	12,926	13,307	13,699	14,103	14,520	15,129	15,676	16,239	16,820	17,417	18,033 (i)
Transient Occupancy Tax	4,468	4,000	4,350	4,620	5,694	5,865	6,041	6,222	6,409	6,601	6,799	7,003	7,213	7,430 (j)
Use of Money & Property	3,235	3,655	4,814	4,842	4,861	4,956	4,964	4,956	4,973	4,983	5,106	5,034	5,011	5,023 (k)
PAMF Project	890	890	912	935	959	983	1,007	1,032	1,058	1,085	1,112	1,140	1,168	1,197 (l)
Vehicle in Lieu	3,407	4,537	3,611	3,828	4,058	4,301	4,559	4,833	5,123	5,430	5,756	6,102	6,468	6,856 (m)
TOTAL REVENUES	\$ 57,243	\$ 59,062	\$ 61,584	\$ 64,155	\$ 67,645	\$ 70,261	\$ 72,887	\$ 75,514	\$ 78,470	\$ 81,473	\$ 84,702	\$ 87,852	\$ 91,172	\$ 94,653
EXPENDITURES														
Salaries & Benefits	21,169	19,760	23,366	24,260	25,299	26,304	27,216	28,015	28,841	29,683	30,544	31,428	32,248	33,177 (n)
Public Safety Legacy Obligations	3,798	3,806	4,224	4,887	4,985	5,182	5,236	5,284	5,336	5,311	5,283	2,383	2,292	2,054 (o)
Operating Expenditures	36,952	36,258	39,155	40,433	42,839	44,670	46,503	48,418	50,417	52,505	54,744	57,022	59,398	61,884 (p)
Capital Outlay	189	109	194	200	206	212	219	225	232	239	246	253	261	269 (q)
TOTAL EXPENDITURES	\$ 62,108	\$ 59,933	\$ 66,939	\$ 69,779	\$ 73,329	\$ 76,368	\$ 79,174	\$ 81,942	\$ 84,826	\$ 87,737	\$ 90,817	\$ 91,087	\$ 94,199	\$ 97,384
TRANSFERS														
General Transfers In From Other Funds	856	856	871	901	933	967	976	938	975	1,014	1,055	1,097	1,141	1,186
Allocations In From Other Funds	4,483	4,483	5,367	5,528	5,694	5,865	6,040	6,222	6,408	6,601	6,798	7,002	7,212	7,429
Allocations Out to Other Funds	(607)	(607)	(902)	(943)	(981)	(1,107)	(1,140)	(1,174)	(1,209)	(1,244)	(1,281)	(1,319)	(1,358)	(1,399)
General Transfers out	(460)	(460)	(360)	(371)	(389)	(459)	(582)	(611)	(811)	(836)	(861)	(887)	(914)	(941)
TOTAL TRANSFERS (NET)	\$ 4,271	\$ 4,271	\$ 4,975	\$ 5,116	\$ 5,257	\$ 5,265	\$ 5,295	\$ 5,374	\$ 5,364	\$ 5,534	\$ 5,711	\$ 5,893	\$ 6,081	\$ 6,275
USE OF UNASSIGNED FUND BALANCE			500	750	500	900	1,000	1,100	1,000	800	500			
TOTAL CHANGE IN OPERATING FUNDS	\$ (593)	\$ 3,400	\$ 120	\$ 241	\$ 73	\$ 58	\$ 8	\$ 46	\$ 8	\$ 70	\$ 96	\$ 2,658	\$ 3,055	\$ 3,544
OTHER SOURCES (USES) OF FUNDS														
Transfer Capital Reserve	(4,850)	(4,850)	(13,099)	(7,000)	(2,000)	(1,500)	(1,500)	-	-	-	-	-	-	-
One-time use of Reserves			(500)	(750)	(500)	(900)	(1,000)	(1,100)	(1,000)	(800)	(500)	-	-	-
One-time paydown of Unfunded	(4,000)	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL OTHER SOURCES (USES) OF FUNDS	(8,850)	(4,850)	(13,599)	(7,750)	(2,500)	(2,400)	(2,500)	(1,100)	(1,000)	(800)	(500)	-	-	-
NET CHANGE IN FUND BALANCE	\$ (9,443)	\$ (1,450)	\$ (13,479)	\$ (7,509)	\$ (2,427)	\$ (2,342)	\$ (2,492)	\$ (1,054)	\$ (992)	\$ (730)	\$ (404)	\$ 2,658	\$ 3,055	\$ 3,544
GENERAL FUND BALANCE														
Unrestricted	\$ 4,029	\$ 2,004	\$ 1,355	\$ 1,283	\$ 1,386	\$ 1,221	\$ 1,084	\$ 1,737	\$ 1,704	\$ 1,351	\$ 1,139	\$ 910	\$ 785	\$ 989
Non-spendable Fund Balance	1,061	2,160	1,638	1,119	1,119	1,119	1,119	1,119	1,119	1,119	1,119	1,119	1,119	1,119
Economic Uncertainty Reserve	10,519	10,189	11,380	11,862	11,733	11,455	9,501	8,194	7,634	7,458	7,265	8,653	10,833	12,173
Strategic Property Reserve	10,192	12,192	12,192	12,192	12,192	12,192	12,192	12,192	12,192	12,192	12,192	12,192	12,192	12,192
Assigned Fund Balance	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Unfunded Liabilities *	3,000	3,000	2,600	2,200	1,800	1,400	1,000	600	200	-	-	-	-	-
Strategic Property Reserve	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Facilities and Infrastructure	20,742	-	-	-	1,892	392	392	392	392	392	392	1,892	2,892	4,892
Reserved or restricted	\$ 45,513	\$ 51,531	\$ 38,701	\$ 31,265	\$ 28,735	\$ 26,557	\$ 24,203	\$ 22,496	\$ 21,537	\$ 21,160	\$ 20,968	\$ 23,855	\$ 27,035	\$ 30,375
TOTAL ENDING FUND BALANCE	\$ 49,542	\$ 57,535	\$ 40,056	\$ 32,548	\$ 30,120	\$ 27,779	\$ 25,287	\$ 24,233	\$ 23,241	\$ 22,511	\$ 22,107	\$ 24,765	\$ 27,820	\$ 31,364

Notes: Long term model reflects a portion of the Unassigned Fund Balance to balance the operating expenses. Planned large developments should close this gap but the timing is uncertain so have not been forecasted.

The Assigned Fund Balance reserve will be used to offset the legacy costs of the former Belmont San Carlos Fire Department in FY 2024-25 through FY 2031-32

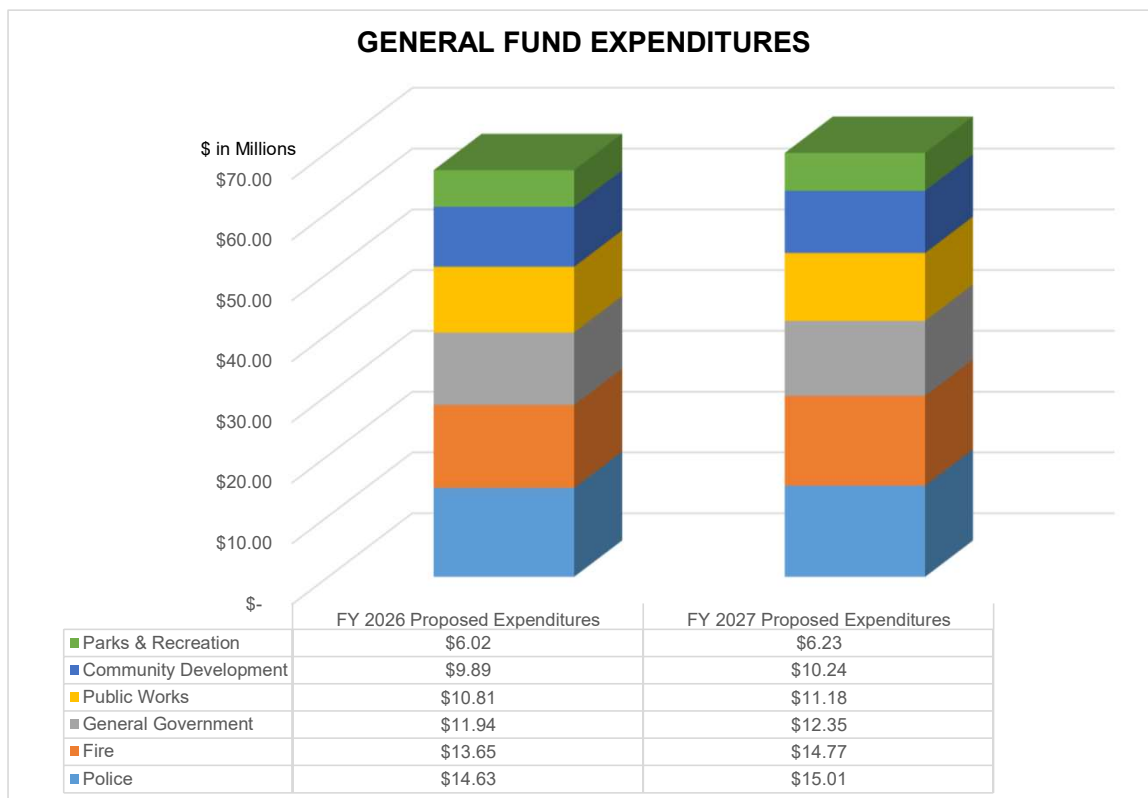
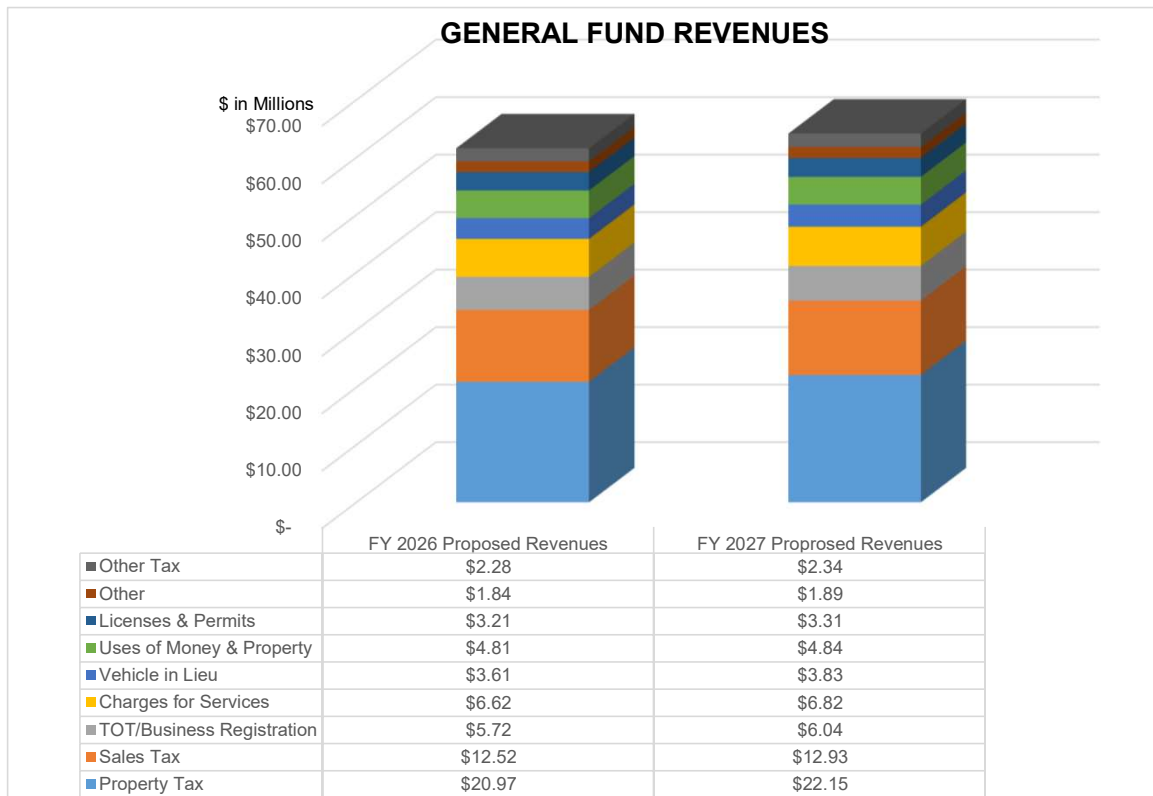
- (a) Business Registration revenues assume increases of 4% based on the City's Municipal Code.
- (b) Current Charges for Services assumes 3% inflationary increases each year. This revenue can also fluctuate based on the timing of large development plan check fees expected.
- (c) Fines and Forfeiture revenues in FY 28 and beyond reflect 3% annual inflationary increases.
- (d) From Other Agencies is revenue received from grant funding which can vary from year to year.
- (e) Licenses and Permit revenue can fluctuate from year to year based on the timing of large development. Future years assume inflationary increases of 3%.
- (f) Other Revenues include cost reimbursements, donations and other miscellaneous receipts. Future years include inflationary increases of 3%.
- (g) Other taxes include franchise taxes from utilities and the forecasts are based on trend data.
- (h) Property tax projections are developed in conjunction with our 3rd party consultants. Revenues can vary from year to year based on completion of large developments.
- (i) Sales tax projections assume general inflationary increases and in conjunction with information from our 3rd party consultants.
- (j) Transient Occupancy Tax projections assume a return to business travel and increases in occupancy rates.
- (k) Other Uses of Money and Property include investment income and property leases. Future years assume inflationary increases and use of funds to cover capital expenditures.
- (l) Palo Alto Medical Foundation (PAMF) revenues are forecasted based on contracted amounts.
- (m) Vehicle in Lieu revenue projections are forecasted based on information from our third party consultants as well as the County of San Mateo.
- (n) Salaries and benefits assumes cost increases for pension and health care based on known and projected negotiated benefits.
- (o) Public Safety Obligations include costs related to the Belmont San Carlos Fire Department (BCSFD) which CalPERS shows as paid off effective 6/2033.
- (p) Operating expenses projections include known increases based on contractual obligations with our Public Safety contracts as well as inflationary assumptions ranging from 3-5%.
- (q) Capital outlay projections include normal inflationary increases of 3%.

**GENERAL FUND SUMMARY**

REVENUES	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
BUSINESS REGISTRATION	1,265,900	1,342,096	1,316,600	1,370,800	1,368,700	1,422,800
CHARGES FOR CURRENT SERVICES	5,122,800	6,212,220	5,167,550	6,575,600	6,618,400	6,816,800
FINES & FORFEITURES	319,000	159,740	328,700	164,300	168,600	173,600
FROM OTHER AGENCIES	11,200	158,591	11,600	88,200	12,000	12,400
LICENSES & PERMITS	2,589,800	4,210,068	2,667,500	3,278,700	3,213,500	3,309,900
OTHER REVENUE	931,600	4,184,624	834,400	995,250	749,000	772,200
OTHER TAX	2,101,100	2,326,044	2,121,400	2,274,000	2,276,400	2,344,700
PROPERTY TAX	17,980,000	18,553,488	19,464,800	19,570,400	20,970,400	22,151,800
SALES TAX	13,063,900	12,491,208	13,330,670	11,662,600	12,519,200	12,925,800
TRANSIENT OCCUPANCY TAX	4,200,000	3,422,950	4,468,000	4,000,000	4,350,000	4,619,500
PAMF TARGET REVENUE	868,500	868,462	890,170	890,170	912,400	935,200
USE OF MONEY & PROPERTY	2,974,500	8,282,668	3,234,700	3,654,600	4,814,200	4,842,200
VEHICLE IN LIEU	3,911,000	3,659,037	3,407,000	4,536,900	3,611,400	3,828,100
TOTAL REVENUES	55,339,300	65,871,197	57,243,090	59,061,520	61,584,200	64,155,000
EXPENDITURES	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
GENERAL GOVERNMENT	5,619,675	4,691,578	5,269,230	5,011,625	5,893,900	6,084,300
ADMINISTRATIVE SERVICES	5,566,250	4,879,262	5,728,150	5,487,300	6,050,400	6,267,200
COMMUNITY DEVELOPMENT	8,708,900	7,274,199	9,109,650	8,507,950	9,887,600	10,235,600
POLICE DEPARTMENT	12,891,400	12,187,838	13,711,770	13,298,270	14,633,500	15,013,600
FIRE DEPARTMENT	12,244,800	11,749,707	12,899,900	12,687,600	13,647,700	14,770,000
PUBLIC WORKS	9,130,658	8,604,635	10,032,025	9,584,300	10,807,175	11,178,775
PARKS & RECREATION	5,074,398	4,966,202	5,356,815	5,355,925	6,018,550	6,229,870
TOTAL EXPENDITURES	59,236,081	54,353,422	62,107,540	59,932,970	66,938,825	69,779,345
ONE-TIME COSTS	3,000,000	3,000,000	4,000,000	4,000,000	-	-
TRANSFER OUT (PY SAVINGS) TO CAPITAL FUNDS	7,850,000	7,850,000	4,850,000	4,850,000	13,099,000	7,000,000
TRANSFERS	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
ALLOCATIONS IN FOR OVERHEAD	4,182,300	4,182,300	4,482,700	4,482,700	5,366,900	5,527,900
GENERAL TRANSFERS IN	712,400	712,400	855,800	855,800	870,500	901,300
ALLOCATIONS OUT FOR OVERHEAD	(589,700)	(589,700)	(607,400)	(607,400)	(902,300)	(942,500)
GENERAL TRANSFERS OUT	(460,000)	(460,000)	(460,000)	(460,000)	(360,000)	(371,000)
TOTAL TRANSFERS AND ALLOCATIONS	3,845,000	3,845,000	4,271,100	4,271,100	4,975,100	5,115,700
NET CHANGES - SOURCES (USES)	(10,901,781)	4,512,774	(9,443,350)	(5,450,350)	(13,478,525)	(7,508,645)
BEGINNING FUND BALANCE	54,472,261	54,472,261	58,985,034	58,985,034	53,534,684	40,056,159
ESTIMATED ENDING FUND BALANCE	\$ 43,570,480	\$ 58,985,034	\$ 49,541,684	\$ 53,534,684	\$ 40,056,159	\$ 32,547,514



GENERAL FUND OPERATING BUDGET



**ALLOCATION AND TRANSFER SUMMARY**

GENERAL FUND ALLOCATIONS IN (0001) FOR SERVICES PROVIDED	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
FROM WASTEWATER (0006)	2,929,700	2,929,700	3,192,700	3,192,700	3,888,500	4,005,200
FROM GAS TAX (0016)	403,800	403,800	415,800	415,800	428,100	440,800
FROM STORMWATER (0015)	173,100	173,100	178,200	178,200	233,500	240,700
FROM HOUSING (0029)	317,300	317,300	326,900	326,900	436,700	449,800
FROM HOUSING COMPLIANCE AND ASSISTANCE (0031)	104,100	104,100	107,200	107,200	110,400	113,700
FROM WORKERS COMPENSATION (0032)	106,500	106,500	109,700	109,700	113,000	116,400
FROM RISK MANAGEMENT (0033)	147,800	147,800	152,200	152,200	156,700	161,300
SUB TOTAL GENERAL FUND ---->	4,182,300	4,182,300	4,482,700	4,482,700	5,366,900	5,527,900
WASTEWATER FUND ALLOC IN (0006) FOR SERVICES PROVIDED	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
FROM GENERAL FUND (0001)	52,100	52,100	53,700	53,700	55,300	56,900
FROM GAS TAX (0016)	245,900	245,900	253,300	253,300	260,900	268,700
FROM STORMWATER (0015)	351,700	351,700	362,300	362,300	323,200	332,900
SUB TOTAL WASTEWATER ---->	649,700	649,700	669,300	669,300	639,400	658,500
WORKERS COMP ALLOC IN (0032) FOR SERVICES PROVIDED	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
FROM GENERAL FUND (0001)	268,600	268,600	276,500	276,500	511,400	540,000
FROM WASTEWATER (0006)	113,500	113,500	116,900	116,900	102,900	108,800
SUB TOTAL WORKERS COMP ---->	382,100	382,100	393,400	393,400	614,300	648,800
RISK MANAGEMENT ALLOC IN (0033) FOR SERVICES PROVIDED	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
FROM GENERAL FUND (0001)	269,000	269,000	277,200	277,200	335,600	345,600
FROM WASTEWATER (0006)	822,200	822,200	846,900	846,900	1,307,200	1,346,400
FROM STORMWATER (0015)	113,900	113,900	117,300	117,300	196,300	202,200
FROM GAS TAX (0016)	531,100	531,100	547,000	547,000	824,000	848,700
SUB TOTAL RISK MGMT ---->	1,736,200	1,736,200	1,788,400	1,788,400	2,663,100	2,742,900
TOTAL ALLOCATIONS IN ---->	6,950,300	6,950,300	7,333,800	7,333,800	9,283,700	9,578,100



ALLOCATION AND TRANSFER SUMMARY

GENERAL FUND TRANSFERS IN (0001)	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
WASTEWATER RIGHT OF WAY (0006)	712,400	712,400	740,900	740,900	770,500	801,300
POLICE GRANTS FUND (0017)	-	-	-	-	100,000	100,000
CLOSE OUT LIBRARY TENANT FUND (0095)	-	-	114,900	114,900	-	-
SUB TOTAL ---->	712,400	712,400	855,800	855,800	870,500	901,300
EQUIPMENT REPLACEMENT (0010) TRANSFERS IN	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
FOR EQUIPMENT REPLACEMENT	260,000	260,000	260,000	260,000	242,000	250,000
FOR TECHNOLOGY REPLACEMENT	200,000	200,000	200,000	200,000	118,000	121,000
SUB TOTAL ---->	460,000	460,000	460,000	460,000	360,000	371,000
GAS TAX (0016) TRANSFERS IN	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
FROM GENERAL FUND (0001)	2,850,000	2,850,000	2,850,000	2,850,000	2,850,000	-
FROM MEASURE A/K FUND (0014)	1,200,000	1,200,000	1,236,000	1,236,000	1,523,000	1,311,000
FROM MEASURE W FUND (0018)	495,000	495,000	406,900	406,900	619,100	431,700
FROM CAPITAL IMPROVEMENT FUND (0025)	3,275,000	3,275,000	3,275,000	3,275,000	3,275,000	2,850,000
SUB TOTAL ---->	7,820,000	7,820,000	7,767,900	7,767,900	8,267,100	4,592,700
CAPITAL IMPROVEMENTS (0025) TRANSFERS IN	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
PRIOR YR SAVINGS FROM GENERAL (0001)	5,000,000	5,000,000	2,000,000	2,000,000	10,249,000	7,000,000
FROM PARK IN-LIEU FUND (0027)	-	-	-	-	-	-
CLOSE OUT PARKING IN LIEU FUND (0028)	250,000	250,000	73,655	83,829	-	-
CLOSE OUT LIBRARY TENANT FUND (0095)	-	-	933,815	1,577,398	-	-
SUB TOTAL ---->	5,250,000	5,250,000	3,007,470	3,661,227	10,249,000	7,000,000
PARK IN LIEU FUND (0027) TRANSFERS IN	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
FROM GENERAL FUND (0001)	-	-	-	-	400,000	-
FROM CAPITAL IMPROVEMENT FUND (0025)	-	-	-	-	-	-
SUB TOTAL ---->	-	-	-	-	400,000	-
LMI HOUSING FUND (0031) TRANSFERS IN	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
FROM HOUSING IN LIEU FUND (0029)	-	-	-	-	-	-
SUB TOTAL ---->	-	-	-	-	-	-
DEBT SERVICE FUND (0093) TRANSFERS IN	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
CLOSE OUT LIBRARY TENANT FUND (0095)	-	-	283,266	142,968	-	-
SUB TOTAL ---->	-	-	283,266	142,968	-	-
TOTAL TRANSFERS IN ---->	14,242,400	14,242,400	12,374,436	12,887,895	20,146,600	12,865,000

SAN CARLOS SPOTLIGHT

Ohio Building



California Historical Society, 1916

P.-P. Exposition Ohio Building On Itinerary

Buckeye State Structure Is
To Pose as San Carlos
Country Club House

By Associated Press Leased Wire.

SAN FRANCISCO, Aug. 14.—The Ohio building, San Francisco home of visitors from the Buckeye state at the Panama-Pacific International exposition last year will embark tomorrow on a 23 mile voyage down San Francisco bay to its new site where it will become the abode of the San Carlos country club.

The pavilion which is 132 feet long and 80 feet wide and which weighs approximately a thousand tons will travel on scows and will be towed by ocean going tugs.

Governor Frank B. Willis of Ohio, was notified today of the event and was given the first honorary membership in the club.

Morning Press, 1916

Ohio Building on Land After Trip From Fair

After a twenty-five mile trip over the bay, the Ohio pavilion, which was one of the most beautiful state buildings at the Exposition, today is on dry land again at San Carlos. It will become the clubhouse of the Peninsula Country Club.

San Francisco Call, 1916

Ohio Building to Be Opened New Year's Eve by Geo. Hensley

A "regular place" is to be opened soon at the Ohio building which for several years has stood in its lonely, dilapidated grandeur on an edge of the mud flats near San Carlos. A bright new canvas sign announcing "Babylon (Ohio Building) Opens New Year's Eve" has appeared over the roadway leading east from the station. George Hensley, proprietor of the Hoo Hoo house near Cupertino, is to open the new resort.

Daily News Leader, 1921

Ohio Capitol Is Afloat

Loaded Upon Three Barges and
Started Toward the Sea—Sailed
17 Miles Blithely Out to Sea and
Finally Landed at San Carlos
Civic Center

SAN FRANCISCO, April 15.—The Ohio State Capitol building was loaded upon three barges and started out to sea here today. It sailed blithely 17 miles down the Pacific coast, its white dome bobbing garishly about on the waves. At the town of San Carlos it was unloaded and is being set up in the town square, where it will form the nucleus of the San Carlos civic center.

The structure was the Ohio building at the Panama Exposition, being wood and stucco replica of the capitol at Columbus.

Riverside Daily Press, 1916

Stately Old Ohio Building To Be Burned

By MARJORIE MADER
Tribune Correspondent

A fabled old star — solitary now for many years—next week will make a final bid for the glamour which once was hers.

This stately landmark of the marshlands, the Ohio Building, will wind up its varied and colorful career in a towering column of flames late next week.

"I hate to burn it," said contractor Charles H. Berger of San Carlos, owner of the proud but failing building. "But, I guess, as they say, you've got to make way for progress." In this instance, progress means construction of a modern asphalt plant for Skyline Materials, Incorporated, of San Mateo, he said.

Redwood City Tribune, 1956



REVENUE BUDGET ASSUMPTIONS

The Administrative Services Director and the Finance Division prepare the revenue projections and review these projections with the City Manager and Assistant City Manager. To make these projections as close as possible to actual, the following techniques are used, depending on the revenue source's unique characteristics. In practice, most revenue source projections combine several of the methodologies:

Informed Expert Judgment. The Administrative Services Director and Financial Services Manager meet with the department directors to discuss trends in revenues in their respective areas. Staff also meet with an outside consultant who reviews property tax, sales tax, business registration, and transient occupancy taxes (TOT) on a regular basis to discuss potential increases or decreases to those revenue streams.

Trending. The Finance Division estimates current year and projects future year revenues based on a combination of current trends and historical performance.

Economic Models. The Finance Division relies on anticipated changes to local, regional, and national economic conditions and their resulting effects on individual revenue sources.

Estimates from the State of California and San Mateo County. The Finance Division reviews the information regarding property tax assessed value, transfer payments, and refunds from the Education Relief Augmentation Fund (ERAF) that is provided by the state and county.

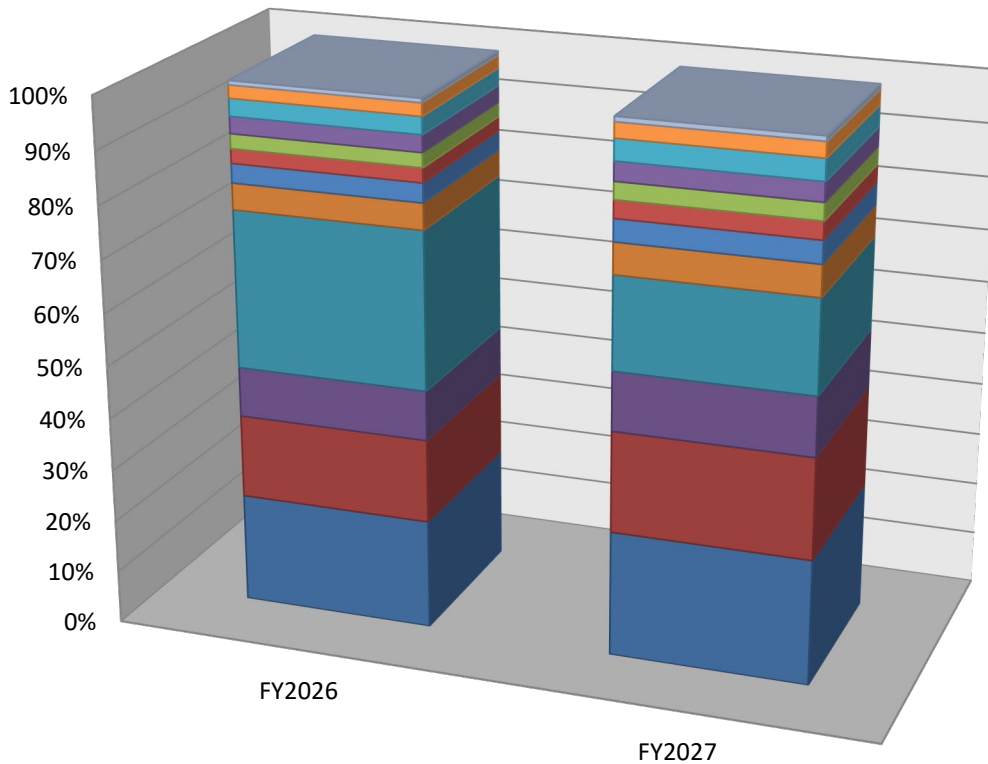
Non-recurring revenues are forecasted separately and scheduled only for the year or years in which they are anticipated. Certain revenue sources are limited in use by law or local policy, such as: gasoline taxes, development charges, Measure A/Measure K taxes, Measure W taxes, assessment district charges, and grants. Forecasts of expenditures for public street construction and other capital improvements are identified separately for comparison with their restricted revenue sources.

Unlike appropriations that can be established at the direction of the City, many key revenues are controlled by external forces. For example, property tax revenues vary with real estate values, and development-related revenue is affected by the volume and type of building permits and plan check requests. Sales tax and TOT revenues are subject to local and national economic cycles, businesses' decisions to locate in the community, and travel activity of businesses and tourists.



The chart below reflects Citywide revenues proposed in the Biennial Budget for Fiscal Year (FY) 2025-26 and FY 2026-27.

FY 2026 & FY 2027 Citywide Operating Revenues By Major Category and Source



	FY2026	FY2027
Fines & Forfeitures/PAMF	1%	1%
Licenses & Permits	2%	3%
Transient Occupancy Tax	3%	4%
Other Revenue	3%	4%
Business Reg/Other Tax	3%	3%
Vehicle In Lieu	3%	3%
Use Of Money & Property	4%	4%
Charges For Current Services	5%	6%
Capital Projects Funding	30%	18%
Sales Tax	9%	11%
Property Tax	16%	19%
Enterprise Revenues	21%	24%

**DESCRIPTION OF GENERAL FUND REVENUE SOURCES**

The majority of the City's General Fund revenue is produced from a small number of sources, such as sales tax, property tax, vehicle license fees, business registration, charges for services, and TOT. The table below outlines the General Fund revenue estimates for the Biennial Budget for FY 2025-27. The sections following the table discuss the assumptions used in determining the revenue estimates.

Revenue Type	FY 2025-26 Proposed	% of Total	FY 2026-27 Proposed	% of Total
PROPERTY TAX	\$20,970,400	33%	\$22,151,800	36%
SALES TAX	12,519,200	20%	12,925,800	20%
CHARGES FOR SERVICES	6,618,400	11%	6,816,800	11%
USE OF MONEY & PROPERTY	4,814,200	9%	4,842,200	6%
TRANSIENT OCCUPANCY TAX	4,350,000	7%	4,619,500	7%
VEHICLE IN LIEU	3,611,400	6%	3,828,100	6%
LICENSES & PERMITS	3,213,500	5%	3,309,900	5%
OTHER TAX	2,276,400	4%	2,344,700	4%
OTHER REVENUE CATEGORIES	1,842,000	3%	1,893,400	3%
BUSINESS REGISTRATION	1,368,700	2%	1,422,800	2%
TOTAL	\$61,584,200	100%	\$64,155,000	100%

Property Taxes

FY 2025-26. Property tax revenue is collected and distributed by the County of San Mateo based on applying the constitutionally limited tax rate of 1% to the assessed value of certain secured and unsecured properties as determined by the County Assessor.

The City's share of this property tax revenue is approximately 13-14%, less the rebate back to the state for ERAF, which results in about 11 cents per dollar of tax collected in revenue for the City. The City of San Carlos and the County of San Mateo have entered into a Teeter agreement, whereby the City receives 100% of its share of the taxes assessed, with the County retaining all delinquent penalties and interest collected. Property tax is approximately 33% of General Fund revenues.

The City considers the historical rate of changes and economic conditions when forecasting future revenue and works with a third-party consultant to analyze the data. For FY 2025-26, property tax is projected to increase 7.2% over the FY 2024-25 projections. The primary reason for the increase is due to increases in the property tax assessment rolls to account for changes in property ownership and tenant improvements. In FY 2024-25, the assessment rolls increased \$0.9 billion, or 5.6%, over the prior fiscal year.

FY 2026-27. For FY 2026-27, property tax is projected to increase by 5.6% over the FY 2025-26 proposed budgeted property tax revenues. This continues to assume growth in the assessment rolls associated with the large-scale development projects on the east side of the City. Staff continue to work closely with the City's consultants to project and monitor this revenue.



Sales Tax

FY 2025-26. Sales tax is collected by the State Board of Equalization against tangible items. The local portion is distributed to cities and counties based on the location of the sale. The City considers the historical rate of change and economic conditions and works with a third-party consultant to analyze the data when forecasting future revenue. For FY 2025-26, sales tax is projected to grow 7.3% over the FY 2024-25 projections. However, this is a decrease of 6.1% of the FY 2024-25 revised budget. Uncertainties with the economy, tariffs, and interest rates are expected to reduce discretionary spending among consumers. The building and construction sector is typically San Carlos' largest sales tax producer. Tariffs on lumber, steel, and aluminum combined with impacts to the workforce are expected to reduce the City's revenue. The proposed budget projects revenues back to 2022 and 2023 levels. Sales tax is approximately 20% of General Fund revenues.

FY 2026-27. For FY 2026-27, sales tax is projected to grow at 3.3% over the FY 2025-26 budgeted sales tax revenues as a result of assumed inflationary increases. This revenue is reviewed quarterly with our third-party consultants and is adjusted based on current and projected activity.

Charges for Current Services

FY 2025-26. Cost of Services fees are revised on an annual basis by the Consumer Price Index (CPI) and every three to five years based on a comprehensive review of actual costs. The last comprehensive study was performed in June 2022. This revenue source is approximately 11% of General Fund revenues. The increase of 0.7% over the FY 2025-26 projections is primarily due to the timing of plan check revenue received from large developments on the east side of the city. The timing of the receipt of these fees is difficult to predict and can vary from year to year. Although the revenue is projected to increase slightly from FY 2024-25 projections, it is anticipated to increase 28.1% over the FY 2024-25 revised budget. The FY 2025-26 budget assumes development fee revenue based on an average of the actual revenue received over the past four years. These fees are typically pass through revenues and have a corresponding expense for professional consulting and technical experience necessary to facilitate these projects. Due to the uncertainty at the federal level related to drug approvals and funding, it is possible that we could see a slowdown in the biotechnology development that has been planned for the east side of the city.

FY 2026-27. For FY 2026-27, revenues are projected to increase by 3.0%, due to the continued demand for recreation services and the timing of large development plan check activities. As noted above, the timing of large-scale development projects can cause this category to fluctuate from year to year. There may be more projects on the horizon that would increase this revenue stream which will be adjusted during the mid-cycle budget review.

Use of Money and Property

FY 2025-26. This revenue is generated from property rentals and investment income. For FY 2025-26, this revenue category is estimated to be 31.7%, or \$1.2 million higher than the FY 2024-25 projections. The increase is due to the inclusion of the fourth digital billboard and the timing of cash disbursements and the allocations of the total investment portfolio amongst all of the funds. At the end of each quarter, investment income is allocated based on the percentage of cash in each fund. The amount of allocation can change from year to year based on the total cash balance held in each fund.



FY 2026-27. The FY 2026-27 revenue estimates reflect an increase of 0.6% over the FY 2025-26 estimates.

Transient Occupancy Tax (TOT)

FY 2025-26. Effective January 1, 2019, in compliance with the November 2018 statewide election results for Measure QQ and subsequent adoption of City of San Carlos Ordinance 1532 on December 10, 2018, the Uniform Transient Occupancy Tax on hotel guests increased from 10% to 12%, with a 0.5% increase per year for subsequent years up to a maximum rate of 14%. As of January 1, 2025, the TOT rate is 14%. The tax is paid by the guests staying at these accommodations and remitted by the hotels to the City on a quarterly basis. Following the onset of the COVID-19 pandemic, hotel occupancy dropped significantly pursuant to the state's stay-at-home orders. Although the hotel industry began to rally in FY 2021-22, the industry has not yet returned to historical occupancy as business travel has not yet fully returned to pre-pandemic rates. We anticipate the industry to continue to recover and as such, the revenue for FY 2025-26 is budgeted at \$4.4 million, or 8.8% higher than FY 2024-25 projections. However, this proposed budget represents a decrease of 2.6% of the FY 2024-25 revised budget.

FY 2026-27. The revenue for FY 2026-27 is budgeted at \$4.6 million, as a result of the projected rise in occupancy rates following the return and demand for business and residential travel.

Vehicle in-Lieu

FY 2025-26. This revenue is generated by vehicle registration fees. Vehicle in-Lieu is approximately 6% of General Fund revenues. As a result of the passage of the Budget Act of 2004, the majority of this revenue is now "backfilled" by the County, as a "property tax in-lieu" payment rather than paid directly by the State. The FY 2004-05 payments received by the City established the base year for this revenue stream. All future payments to cities should be based on the growth in assessed valuations rather than actual vehicle license fee revenue received by the state. The county has informed the City that if the "backfilled" amount exceeds a certain limit, there will not be enough money to fully cover the amount owed. As a result, San Mateo County experienced countywide shortfalls in prior years. The projected shortfall for San Carlos is approximately \$2 million per year.

The FY 2025-26 Vehicle in-Lieu is projected to decrease 20.4% over the FY 2024-25 projections due to the one-time repayment of revenue received in FY 2024-25 in the amount of \$1.4 million for FY 2022-23.

FY 2026-27. For FY 2026-27, revenue is budgeted at \$3.8 million, with a 6.0% increase over the FY 2025-26 budgeted vehicle in-lieu revenue, which is based on the information provided by the City's third-party consultants. Although this number is an increase over the prior fiscal year, it is still projected to be \$2 million less as a result of the countywide shortfalls.

Licenses & Permits

FY 2025-26. This revenue is generated by construction permits. For FY 2025-26, this revenue category is expected to decrease by 2.0%, from the FY 2024-25 projections. The timing of when developers pull their permits can vary, and as such, this category can fluctuate greatly from year to year.

FY 2026-27. The FY 2026-27 revenue estimates are 3% higher than the FY 2025-26 estimates.

**Other Taxes**

FY 2025-26. This revenue includes franchise taxes from utilities. It is budgeted to increase by 0.1% over the FY 2024-25 projections. The revenue is projected based on historical averages and included in these franchise taxes are revenue from cable companies. Over the past few years, we have seen cable franchise revenues dropping as consumers move to streaming services.

FY 2026-27. The FY 2026-27 revenue estimates are 3% higher than the FY 2025-26 estimates and account for general inflationary increases.

Other Revenue Categories

FY 2025-26. This revenue is generated by fines and forfeitures, grants, and contractual payments that were part of the Palo Alto Medical Foundation Development Agreement. This revenue source is approximately 3% of General Fund revenues. For FY 2025-26, this revenue category is expected to decrease by 13.8%, from the FY 2024-25 projections. Grants and funds from other agencies are not budgeted and therefore are recorded when received. The FY 2024-25 projections include reimbursements from the Federal Emergency Management Agency (FEMA) which are not anticipated to be received again.

FY 2026-27. Revenues for FY 2026-27 are budgeted to increase by 2.8% over the FY 2025-26 estimates and account for general inflationary increases.

Business Registration Fee

FY 2025-26. This revenue is generated by a registration fee paid by all businesses operating within the city. This revenue source is approximately 2% of General Fund revenues.

As written in the City's Municipal Code, business registration will increase annually by 4%. Revenues are estimated to increase by 4.0% over the FY 2024-25 revised budget, which is in line with the increase specified in the City's Municipal Code.

FY 2026-27. Business registration revenues for FY 2026-27 are budgeted to increase by 4% over the FY 2025-26 estimates, which is in line with the annual increase specified by the Municipal Code.

DESCRIPTION OF WASTEWATER FUND REVENUE SOURCES

The majority of the City's Wastewater Fund (Enterprise) revenue comes from wastewater rates and collection fees. The table below outlines the wastewater revenue estimates for the Biennial Budget for FY 2025-27. The sections following the table discuss the assumptions used in determining the revenue estimates.



Revenue Type	FY 2025-26 Proposed	% of Total	FY 2026-27 Proposed	% of Total
WASTEWATER COLLECTION	\$23,104,300	80%	\$23,984,300	83%
CONNECTION FEES	\$4,720,000	16%	\$3,840,000	13%
OTHER REVENUE CATEGORIES	1,073,500	4%	1,105,700	4%
TOTAL	\$28,897,800	100%	\$28,930,000	100%

Wastewater Collection Fees

The City owns and operates a wastewater collection system consisting of approximately 105 miles of sanitary sewer pipelines and six pump stations. The City's sewer utility system is paid for by a self-supporting enterprise fund, with sewer service charges providing roughly 80% of total revenues. As such, the City's sewer rates need to be set at levels adequate to fund the cost of providing wastewater service. These costs include both the City's sewer collection system operating and capital improvement funding needs, and the City's share of the cost for treatment plant operations and debt service.

The City also requires sewer connection fees on new or expanded connections to the sewer system. Connection fees are levied as a condition of development or change in use, and are designed to recover the cost of capacity in infrastructure and assets benefitting new development. These capacity charges are one-time fees, paid upfront as a condition of new development or expansion.

FY 2025-26 revenue estimates are \$27.8 million, which represents an increase of 23%, over the FY 2024-25 projections. The increase reflects an assumption of \$4.7 million from new development connection fees and the sewer rate increases of 3% as previously approved by the City Council.

FY 2026-27. The FY 2026-27 revenue estimates reflect a decrease of 0.7%. Although it is estimated that there will be a 3% rate increase to the ratepayers, revenue estimates have been adjusted for projected connection fees.

Other Revenue Categories

FY 2025-26. This revenue is generated from investment income. For FY 2025-26, this revenue category is estimated to be 44.6% lower than the FY 2024-25 projections. The decrease is due to the assumption of the timing of cash receipts from capacity fees and the disbursement of funds to pay for infrastructure projects. At the end of each quarter, investment income is allocated based on the percentage of cash in each fund. The amount of allocation can change from year to year based on the total cash balance held in each fund.

FY 2026-27. The FY 2026-27 revenue estimates reflect an increase of 3% over the FY 2025-26 estimates.

DESCRIPTION OF GAS TAX FUND REVENUE SOURCES

The majority of the City's Gas Tax Fund revenue comes from revenue received under the State of California, Street and Highways Code Sections 2103-2108 otherwise known as the Highway Users Tax Account (HUTA). The State of California imposes per-gallon excise taxes on gasoline



and diesel fuel, sales taxes on gasoline and diesel fuel and registration taxes on motor vehicles with allocations dedicated to transportation purposes. The local portion of these allocations flow through the HUTA. HUTA funds must be expended for research, planning, construction, improvement, maintenance and operation of public streets and highways (and their related public facilities for nonmotorized traffic). In addition to this funding, a portion of revenue comes from Section 2031 or the Road Maintenance and Rehabilitation Account (RMRA). RMRA revenues are allocated revenues from the Road Repair and Accountability Act of 2017. RMRA revenues must be expended for road maintenance and rehabilitation, safety projects, traffic control devices and complete street components. The table below outlines the gas tax revenue estimates for the Biennial Budget for FY 2025-27. The sections following the table discuss the assumptions used in determining the revenue estimates.

Revenue Type	FY 2025-26 Proposed	% of Total	FY 2026-27 Proposed	% of Total
HUTA & RMRA FUNDS	\$1,683,300	76%	\$1,733,600	76%
OTHER REVENUE CATEGORIES	\$534,300	24%	\$546,700	24%
TOTAL	\$2,217,600	100%	\$2,280,300	100%

HUTA and RMRA Funds

FY 2025-26. revenue estimates are \$1.7 million, which represents an increase of 1.9%, over the FY 2024-25 projections based on the Department of Finance estimates. These estimates are compiled and shared on the CaliforniaCityFinance.com webpage for all California agencies.

FY 2026-27. The FY 2026-27 revenue estimates reflect an increase of 3.0%. This reflects general inflationary growth and may need to be adjusted during the mid-cycle review.

Other Revenue Categories

FY 2025-26. This revenue is generated from investment income, permits, cost reimbursements for sidewalk repairs and Measure M funding. For FY 2025-26, this revenue category is estimated to be 45.0% lower than the FY 2024-25 projections. The decrease is due to the assumption of the timing of the disbursement of funds to pay for infrastructure projects. During FY 2024-25, the majority of the projects were anticipated to be funded at the end of the fiscal year allowing the fund balance to grow. At the end of each quarter, investment income is allocated based on the percentage of cash in each fund. The amount of allocation can change from year to year based on the total cash balance held in each fund.

FY 2026-27. The FY 2026-27 revenue estimates reflect an increase of 2.3% increase over the FY 2025-26 estimates based on general inflationary growth.

DESCRIPTION OF CAPITAL IMPROVEMENT FUND REVENUE SOURCES

The majority of the City's General Capital Improvement Fund revenue comes from the franchise fee revenue received from the Shoreway Transfer Station and the Excess Educational Revenue Augmentation Fund (ERAF) Rebate, which reflects property taxes previously taken from the City by the state. The table below outlines the general capital improvement revenue estimates for the



Biennial Budget for FY 2025-27. The sections following the table discuss the assumptions used in determining the revenue estimates.

Revenue Type	FY 2025-26 Proposed	% of Total	FY 2026-27 Proposed	% of Total
ERAF REBATES	\$3,000,000	18%	\$3,000,000	38%
FRANCHISE FEES	\$2,678,000	16%	\$2,758,300	34%
DEVELOPMENT IMPACT FEES	\$7,322,200	46%	\$1,257,100	16%
OTHER REVENUE CATEGORIES	\$3,232,800	20%	\$948,800	12%
TOTAL	\$16,233,000	100%	\$7,964,200	100%

ERAF Rebates

FY 2025-26. In San Mateo County, "excess ERAF" refers to property tax revenue collected above what's needed to fund the state's educational revenue augmentation fund (ERAF). These excess funds are then distributed back to the county, cities, and special districts. The Returned (Excess) ERAF annually distributed to the County and other local agencies may be negatively impacted by property tax revenues received by school districts, changes in school enrollment, and/or state efforts to redirect or reduce Returned (Excess) ERAF for its own purposes. Given the volatility of this funding source, the City budgets it in the Capital Fund. Should the amount decrease in any given year, ongoing operations will not be impacted and projects can be either put on hold or defunded. Revenue estimates are \$3.0 million per year for both FY 2025-26 and FY 2026-27.

Franchise Fees

FY 2025-26. Revenue estimates are \$2.7 million, which is fairly flat with the FY 2024-25 projections. These revenues are based on the amount of tip fees collected at the Shoreway Transfer Station. These revenues can fluctuate based on the amount of activity. Revenues are left flat in FY 2025-26 to account for economic uncertainty.

FY 2026-27. The FY 2026-27 revenue estimates reflect an increase of 3.0%. This reflects general inflationary growth and may need to be adjusted during the mid-cycle review.

Development and Impact Fees

FY 2025-26. Revenue estimates are \$6.9 million, which represents an increase of 2227.9%, over the FY 2024-25 projections. This level of funding assumes large development revenue in the coming year. Development and Impact fees may be restricted for use such as Traffic Impact Fees (TIF). TIF fees can only be applied to certain projects which are identified in the Capital Project Section of the budget.

FY 2026-27. The FY 2026-27 revenue estimates reflect a decrease of 81.8% due to the anticipated timing of development revenue.

Other Revenue Categories

FY 2025-26. This revenue is generated from investment income, anticipated grants, and cost reimbursements. Unlike the General Fund, for capital projects grants that have been received or will be received are budgeted for, to help offset the costs of projects. Should the grants not be



received, the project may be delayed or unfunded. There is no impact to general operations. For FY 2025-26, this revenue category is estimated to be 165.3% higher than the FY 2024-25 projections. The increase is due to the anticipated grant funding to be received.

FY 2026-27. The FY 2026-27 revenue estimates reflect a decrease of 73.9% over the FY 2025-26 estimates based on grants. More details on the capital projects and specific grants can be found in the Capital Project Section of the budget.

DESCRIPTION OF HOUSING FUND REVENUE SOURCES

The majority of the City's Housing Fund revenue comes from the franchise fee revenue received from affordable housing in lieu and commercial linkage fees. The table below outlines the general capital improvement revenue estimates for the Biennial Budget for FY 2025-27. The sections following the table discuss the assumptions used in determining the revenue estimates.

Revenue Type	FY 2025-26 Proposed	% of Total	FY 2026-27 Proposed	% of Total
DEVELOPMENT FEES	\$15,864,000	97%	\$6,789,500	94%
OTHER REVENUE CATEGORIES	\$430,100	3%	\$443,000	6%
TOTAL	\$16,294,100	100%	\$7,232,500	100%

Development Fees

FY 2025-26. The purpose of the Commercial Linkage Fee and the Affordable Housing in Lieu Fee is to encourage the development and availability of housing that is affordable to a broad range of individuals and families with varying income levels within the city, as mandated by State law, California Government Code Section 65580. The timing of these fees will vary depending on the timing of when commercial and/or residential permits are pulled. FY 2025-26 anticipates funding being received from large development, similar to FY 2026-27. Should these funds not be received in the projected years, projects may need to be delayed or unfunded. More details on the capital projects can be found in the Capital Project Section of the budget.

Other Revenue Categories

FY 2025-26. This revenue is generated from investment income and rental income on city-owned properties. For FY 2025-26, this revenue category is estimated to be 59.4% lower than the FY 2024-25 projections. The decrease is mainly due to the sale of property on Cherry Street for the affordable housing project.

FY 2026-27. The FY 2026-27 revenue estimates reflect an increase of 3.0% over the FY 2025-26 estimates based on general inflationary increases. More details on the capital projects and specific grants can be found in the Capital Project Section of the budget.



REVENUES BY MAJOR CATEGORY AND SOURCE

GENERAL FUND REVENUES (0001)	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
BUSINESS REGISTRATION	1,265,900	1,342,096	1,316,600	1,370,800	1,368,700	1,422,800
CHARGES FOR CURRENT SERVICES	5,122,800	6,212,220	5,167,550	6,575,600	6,618,400	6,816,800
FINES & FORFEITURES	319,000	159,740	328,700	164,300	168,600	173,600
FROM OTHER AGENCIES	11,200	158,591	11,600	88,200	12,000	12,400
LICENSES & PERMITS	2,589,800	4,210,068	2,667,500	3,278,700	3,213,500	3,309,900
OTHER REVENUE	931,600	4,184,624	834,400	995,250	749,000	772,200
OTHER TAX	2,101,100	2,326,044	2,121,400	2,274,000	2,276,400	2,344,700
PROPERTY TAX	17,980,000	18,553,488	19,464,800	19,570,400	20,970,400	22,151,800
SALES TAX	13,063,900	12,491,208	13,330,670	11,662,600	12,519,200	12,925,800
TRANSIENT OCCUPANCY TAX	4,200,000	3,422,950	4,468,000	4,000,000	4,350,000	4,619,500
PAMF TARGET REVENUE	868,500	868,462	890,170	890,170	912,400	935,200
USE OF MONEY & PROPERTY	2,974,500	8,282,668	3,234,700	3,654,600	4,814,200	4,842,200
VEHICLE IN LIEU	3,911,000	3,659,037	3,407,000	4,536,900	3,611,400	3,828,100
SUB TOTAL ---->	55,339,300	65,871,197	57,243,090	59,061,520	61,584,200	64,155,000
WASTEWATER FUND REVENUE (0006)						
OTHER REVENUE	27,129,200	23,217,882	26,931,400	22,531,400	27,824,300	27,637,400
USE OF MONEY & PROPERTY	737,300	2,595,334	814,600	1,937,600	1,073,500	1,105,700
SUB TOTAL ---->	27,866,500	25,813,216	27,746,000	24,469,000	28,897,800	28,743,100
SPECIAL REVENUE FUNDS						
GRANTS - POLICE (0017)	181,300	205,326	187,100	197,900	193,500	199,300
LIBRARY TENANT REVENUE (0095)	283,800	787,824	1,377,300	2,518,000	-	-
NPDES/ STORMWATER FUND (0015)	713,100	824,743	719,700	738,000	728,200	736,300
SUB TOTAL ---->	1,178,200	1,817,893	2,284,100	3,453,900	921,700	935,600
OPERATING SUB TOTAL ---->	84,384,000	93,502,306	87,273,190	86,984,420	91,403,700	93,833,700
CAPITAL FUND REVENUES						
EQUIPMENT REPLACEMENT FUND (0010)	-	-	-	-	-	-
MEASURE A/K FUND (0014)	1,234,500	1,157,463	1,257,000	1,260,700	1,299,600	1,338,600
MEASURE W FUND (0018)	395,500	509,876	407,500	417,100	425,400	438,200
GAS TAX (0016)	1,899,300	2,725,979	2,078,500	2,625,300	2,217,600	2,280,300
CAPITAL IMPROVEMENT (0025)	9,300,849	13,623,175	11,238,557	7,379,857	16,233,000	7,964,200
CHILD CARE (0026)	3,671,700	1,090,502	4,078,400	38,300	3,157,500	28,300
PARK IN LIEU (0027)	475,100	338,395	1,243,900	376,500	187,800	1,042,800
PARKING IN LIEU (0028)	700	7,974	-	2,900	-	-
AFFORDABLE HOUSING IN LIEU (0029)	15,167,000	4,620,314	7,618,600	1,311,900	16,231,000	7,167,500
LOW-MOD HOUSING ASSET (0031)	34,300	38,102	35,300	48,500	63,100	65,000
CAPITAL SUB TOTAL ---->	32,178,949	24,111,779	27,957,757	13,461,057	39,815,000	20,324,900
CITY DEBT SERVICE						
SC LIBRARY - BOND SERVICE (0093)	427,500	535,699	412,000	444,000	0	0
CITY DEBT SERVICE FUND TOTAL ---->	427,500	535,699	412,000	444,000	0	0
INTERNAL SERVICE FUNDS						
WORK COMPENSATION INSURANCE (0032)	5,700	20,921	5,000	13,900	9,700	10,000
LIABILITY INSURANCE (0033)	26,300	125,236	27,500	51,200	49,100	50,600
POST-EMPLOYMENT BENEFITS (0035)	1,114,700	1,096,624	1,186,700	1,210,200	1,139,500	1,172,500
INTERNAL SERVICE FUND TOTAL ---->	1,146,700	1,242,781	1,219,200	1,275,300	1,198,300	1,233,100
GRAND TOTAL	118,137,149	119,392,565	116,862,147	102,164,777	132,417,000	115,391,700



REVENUE DETAIL BY FUND

GENERAL FUND (0001)

BUSINESS REGISTRATION	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
406001 BUSINESS REGISTRATION FEE	1,205,900	1,253,682	1,254,800	1,254,800	1,305,000	1,357,200
406100 BUSINESS REGISTRATION LATE FEE	60,000	88,414	61,800	116,000	63,700	65,600
SUB TOTAL ---->	1,265,900	1,342,096	1,316,600	1,370,800	1,368,700	1,422,800

CHARGES FOR CURRENT SERVICES	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
407007 ZONING/VARIANCE/USE PERMIT FEE	381,500	818,825	392,900	650,000	761,000	783,800
407009 PLANNING DEPT- KEY DEVELOPMENT	844,400	909,908	869,700	869,700	895,800	922,700
407011 PLAN CHECK - ENGINEERING	337,400	162,904	347,500	347,500	357,900	368,600
407012 PLAN CHECK - ACCESSIBILITY	2,100	3,004	2,200	2,200	2,300	2,400
407013 PLAN CHECK - ENERGY CALCULATION	28,500	30,123	29,400	29,400	30,300	31,200
407015 PLAN CHECK - BUILDING	1,046,000	1,492,522	768,400	1,268,400	1,592,200	1,640,000
407018 APARTMENT INSPECTION FEES	33,800	14,310	34,800	15,000	15,800	16,300
407019 GIS FEES	10,000	9,985	10,300	10,300	10,600	10,900
407026 CONSTRUCTION DEMOLITION DEPOSIT	-	-	-	490,000	-	-
407033 PLAN CHECK FEES	78,100	124,201	80,400	100,000	82,800	85,300
407034 INSPECTION FEE	58,600	68,836	60,400	60,400	62,200	64,100
407035 MISCELLANEOUS SERVICES	-	-	-	-	-	-
407036 ADV LIFE SUPPORT/FIRST RESPONSE	63,100	40,228	65,000	40,000	40,000	41,200
408101 RECREATION	327,000	227,594	291,050	239,000	244,200	251,100
408105 VENDING MACHINE CONTRACT	1,000	1,138	1,000	1,000	1,000	1,000
408200 CLASS SYSTEM	1,699,400	1,981,328	1,936,200	2,120,400	2,201,600	2,268,000
408501 BUILDING RENTAL DEPOSIT/REFUND	39,800	68,371	41,100	52,000	51,700	53,300
408502 ADMINISTRATIVE FEE	31,200	117,823	92,100	108,400	106,900	110,200
408510 RESERVATIONS	92,000	113,262	94,700	114,200	117,500	120,900
408601 GENERAL RECEIPTS	-	-	-	-	-	-
430012 FIRST CHANCE FEE	2,100	-	2,200	-	-	-
430015 ALARM RESPONSE	46,800	27,860	48,200	53,200	44,600	45,800
SUB TOTAL ---->	5,122,800	6,212,220	5,167,550	6,575,600	6,618,400	6,816,800

FINES & FORFEITURES	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
410001 VEHICLE CODE FINES	158,400	86,072	163,200	87,000	88,100	90,700
410004 BUILDING PERMITS VIOLATIONS	2,100	1,200	2,200	2,200	2,300	2,400
410005 NSF CHARGE	100	250	100	100	100	100
430017 PARKING FINES - TURBO DATA	158,400	72,219	163,200	75,000	78,100	80,400
SUB TOTAL ---->	319,000	159,740	328,700	164,300	168,600	173,600

FROM OTHER AGENCIES	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
420501 GRANTS	-	134,476	-	50,000	-	-
480016 SB90 REIMBURSEMENT	5,200	13,674	5,400	32,000	5,600	5,800
480201 STATE HIGHWAY MAINTENANCE REIMBURSEMENT	6,000	10,441	6,200	6,200	6,400	6,600
SUB TOTAL ---->	11,200	158,591	11,600	88,200	12,000	12,400

LICENSES & PERMITS	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
407001 BUILDING PERMITS	1,387,500	2,026,370	1,429,100	1,800,000	1,672,000	1,722,200
407002 PLUMBING PERMITS	114,200	230,112	117,600	175,000	121,100	124,700
407003 MECHANICAL PERMITS	140,700	211,791	144,900	144,900	149,200	153,700
407004 ELECTRICAL PERMITS	220,700	403,332	227,300	300,000	384,100	395,600
407005 GRADING PERMITS	-	-	-	-	-	-
407006 ENCROACHMENT PERMITS	327,600	371,787	337,400	337,400	347,500	357,900
407022 TREE REMOVAL PERMITS	222,000	89,277	228,700	100,000	85,600	88,200
407027 TREE PLANTING FUND	-	-	-	-	-	-
407028 GENERAL PLAN SURCHARGE FEE	119,700	744,053	123,300	300,000	327,000	336,800
407029 DEMOLITION FEE	2,800	3,672	2,900	2,900	3,000	3,100
407032 PERMIT FEES	32,800	86,513	33,800	50,000	54,800	56,400
407039 C4 INSPECTION	21,800	16,882	22,500	22,500	23,200	23,900
407041 PERMIT PARKING	-	-	-	-	-	-
407042 PARKLET PROGRAM	-	26,280	-	46,000	46,000	47,400
SUB TOTAL ---->	2,589,800	4,210,068	2,667,500	3,278,700	3,213,500	3,309,900



REVENUE DETAIL BY FUND

OTHER REVENUE	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
430016 MISCELLANEOUS	1,000	208,025	1,000	300	500	500
440106 COST REIMB-CCAG	104,600	105,400	107,700	108,400	110,900	114,200
440112 COST REIMB-COMMUTE.ORG	90,000	103,600	-	-	-	-
440204 COST REIMB-SC LIBRARY RENT	-	-	43,700	-	-	-
440206 COST REIMB-CHARGING STATION	-	30,504	5,400	33,200	30,000	30,900
440311 COST REIMB - PW STAFF PLAN CHECK	-	-	-	-	-	-
440301 COST REIMB - CREDIT CARD FEES	114,400	75,367	117,800	85,000	-	-
440304 COST REIMBURSEMENT	328,400	355,004	230,400	296,650	315,000	325,500
440308 COST REIMB COBRA/RETIREE	400	518	400	400	400	400
440312 COST REFUND FM PRIOR YEAR	-	9,203	-	12,000	-	-
440313 SCHOOL SPORTS FIELD MAINTENANCE	99,700	102,240	102,700	116,400	115,800	119,300
480505 CLAIM AND SETTLEMENT	-	420,952	-	132,000	-	-
480008 MISCELLANEOUS	-	72	-	1,300	-	-
480009 DOC RECYCLE ST DEPT CONSERVATION	-	7,734	-	7,700	7,500	7,500
480100 DONATIONS	165,800	148,724	197,200	134,700	133,000	136,900
482002 PROCEEDS FROM SALE OF PROPERTY	-	2,548,372	-	-	-	-
480203 SALE OF MAPS & SPECIFICATIONS	2,100	5,037	2,200	5,000	4,300	4,400
480204 COPY CHARGES	-	15	-	-	-	-
480206 IMAGING/MICROFILMING	25,200	37,413	25,900	31,000	26,600	27,400
480209 SALE OF PERSONAL PROPERTY	-	18,995	-	15,000	5,000	5,200
480412 TREES REPLANTING IN LIEU FEE	-	6,900	-	-	-	-
480505 CLAIM SETTLEMENT	-	-	-	-	-	-
SUB TOTAL ---->	931,600	4,184,624	834,400	995,250	749,000	772,200
OTHER TAX	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
405001 FRANCHISE FEES - RECOLOGY	960,000	1,063,044	969,600	1,044,000	1,080,000	1,112,400
405002 FRANCHISE FEES - PG&E	500,000	645,106	505,000	630,000	620,200	638,800
405003 FRANCHISE FEES - COMCAST	400,000	354,044	400,000	320,000	322,000	331,700
405004 FRANCHISE FEES - CALIF WATER	191,100	234,986	196,800	230,000	229,700	236,600
405006 FRANCHISE FEES - AT&T U-VERSE	50,000	28,865	50,000	50,000	24,500	25,200
SUB TOTAL ---->	2,101,100	2,326,044	2,121,400	2,274,000	2,276,400	2,344,700
PROPERTY TAX	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
402001 PROPERTY TAX - CURRENT SECURED	15,055,000	15,186,438	15,870,600	15,870,600	17,239,000	18,288,000
402002 PROPERTY TAX - CURR UNSECURED	569,000	525,172	638,900	638,900	688,600	720,500
402004 PROPERTY TAX - AIRCRAFT	235,000	305,811	316,800	316,800	300,000	300,000
402005 PROPERTY TAX - UNITARY	113,000	145,771	144,800	160,000	165,000	170,000
402007 PROPERTY TAX - SB813 SECURED	386,000	472,546	433,700	433,700	533,100	549,100
402010 REAL PROPERTY TRANSFER TAX	444,000	402,935	626,000	626,000	462,900	476,800
402011 HOMEOWNERS TAX RELIEF	50,000	48,692	50,000	50,000	50,000	50,000
402012 RDA PASS THROUGH TO COUNTY	1,128,000	1,466,123	1,384,000	1,474,400	1,531,800	1,597,400
SUB TOTAL ---->	17,980,000	18,553,488	19,464,800	19,570,400	20,970,400	22,151,800
SALES TAX	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
401001 SALES TAX	12,848,400	12,279,660	13,108,670	11,450,000	12,300,000	12,700,000
401002 1/2 CENT SALES TAX PUBLIC SAFE	215,500	211,547	222,000	212,600	219,200	225,800
SUB TOTAL ---->	13,063,900	12,491,208	13,330,670	11,662,600	12,519,200	12,925,800
TRANSIENT OCCUPANCY TAX	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
404001 TRANSIENT OCCUPANCY TAX	4,200,000	3,422,950	4,468,000	4,000,000	4,350,000	4,619,500
SUB TOTAL ---->	4,200,000	3,422,950	4,468,000	4,000,000	4,350,000	4,619,500
PAMF TARGET REVENUE	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
450101 PAMF TARGET REVENUE	868,500	868,462	890,170	890,170	912,400	935,200
SUB TOTAL ---->	868,500	868,462	890,170	890,170	912,400	935,200



REVENUE DETAIL BY FUND

USE OF MONEY & PROPERTY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
409100 INVESTMENT INCOME	2,390,000	7,025,953	2,490,000	3,708,000	3,915,300	4,032,800
409101 INVESTMENT INC GASB31 FAIR VALUE	-	3,150,092	-	-	-	-
409102 INVESTMENT INCOME ALLOCATION	(1,450,800)	(4,640,639)	(1,479,500)	(3,114,700)	(2,241,500)	(2,308,700)
409301 RENTS CONCESS - SKYWAY PROP	120,500	114,245	124,100	120,000	124,800	128,500
409303 RENTS CONCESS - DOLLAR COMPANY	120,000	124,106	123,600	127,200	130,300	134,200
409304 RENTS CONCESS - CINGULAR	160,700	173,305	165,500	177,600	178,500	183,900
409305 RENTS CONCESS - INNS OF AMER	230,800	236,010	237,700	276,700	244,800	252,100
409316 RENTS CONCESS - FACES	-	-	153,600	63,300	-	-
409323 RENTS & CONC - THREE SISTERS	271,200	277,603	279,300	279,300	287,700	296,300
409321 RENTS CONCESS - BAY AREA CELL	3,000	3,000	3,000	3,000	3,000	3,000
409324 RENTS CONCESS KIWANIS	110,500	99,516	114,400	112,800	117,800	121,300
409328 RENTS CONCESS-BILLBOARDS	1,018,600	1,057,238	1,023,000	1,298,400	1,450,500	1,451,800
409332 GASB87 LEASE REVENUE	-	662,237	-	603,000	603,000	547,000
SUB TOTAL ---->	2,974,500	8,282,668	3,234,700	3,654,600	4,814,200	4,842,200

VEHICLE IN LIEU	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
403001 MOTOR VEHICLE IN-LIEU FEE	3,911,000	3,659,037	3,407,000	4,536,900	3,611,400	3,828,100
SUB TOTAL ---->	3,911,000	3,659,037	3,407,000	4,536,900	3,611,400	3,828,100

TOTAL GENERAL FUND (0001)	55,339,300	65,871,197	57,243,090	59,061,520	61,584,200	64,155,000
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WASTEWATER ENTERPRISE FUND (0006)

WASTEWATER (0006)	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
409102 INVESTMENT INCOME ALLOCATION	737,300	2,595,334	814,600	1,937,600	1,073,500	1,105,700
440304 COST REIMBURSEMENT	-	2,891	-	-	-	-
480301 SANITARY SEWER INSPECTION	-	-	-	-	-	-
480302 SEWER CONNECTION - SAN CARLOS	5,350,000	1,289,901	4,500,000	100,000	4,720,000	3,840,000
480303 SEWER SERVICE ASSESSMENT	21,779,200	21,460,608	22,431,400	22,431,400	23,104,300	23,797,400
480306 SEWER CHRG HARBOR INDUST DISTRICT	-	-	-	-	-	-
480308 INCREASE/DECREASE IN AUTHORITY	-	464,482	-	-	-	-
TOTAL ENTERPRISE FUND ---->	27,866,500	25,813,216	27,746,000	24,469,000	28,897,800	28,743,100

SPECIAL REVENUE FUNDS

STORMWATER FUND (0015)	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
409102 INVESTMENT INCOME ALLOCATION	14,000	44,992	13,400	31,700	19,600	20,200
480002 NPDES FEES	455,000	457,345	455,000	455,000	455,000	455,000
480034 2% TRASH	173,100	208,897	178,300	178,300	183,600	189,100
403003 MEASURE M	66,000	108,510	68,000	68,000	65,000	67,000
480019 LEVEE DIST	5,000	5,000	5,000	5,000	5,000	5,000
STORMWATER SUB TOTAL ---->	713,100	824,743	719,700	738,000	728,200	736,300

GRANTS-POLICE (0017)	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
420102 SLESF	174,800	186,159	180,000	181,000	185,400	191,000
409102 INVESTMENT INCOME ALLOCATION	6,500	19,167	7,100	16,900	8,100	8,300
POLICE GRANTS SUB TOTAL ---->	181,300	205,326	187,100	197,900	193,500	199,300

SC LIBRARY TENANT (0095)	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
409102 INVESTMENT INCOME ALLOCATION	24,100	122,148	-	-	-	-
409314 RENTS CONCESS - SBWMA	63,000	66,276	-	-	-	-
409316 RENTS CONCESS - STAR VISTA	149,100	153,543	-	-	-	-
409329 RENTS CONCESS - CHAMBER OF COMMERCE	-	-	-	-	-	-
440206 COST REIMB-CHARGING STATION	5,200	9,876	-	-	-	-
440202 COST REIMB-SC LIBRARY UTILITIES	42,400	55,430	-	-	-	-
440314 LIBRARY EXCESS FUNDS	-	380,551	1,377,300	2,518,000	-	-
SC LIBRARY TENANT SUB TOTAL ---->	283,800	787,824	1,377,300	2,518,000	-	-

SPECIAL REVENUE FUNDS TOTAL	1,178,200	1,817,893	2,284,100	3,453,900	921,700	935,600
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REVENUE DETAIL BY FUND

CAPITAL FUNDS

MEASURE A/K TRAFFIC CONGESTION (0014)	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
401003 SAN MATEO COUNTY MEASURE A/K FUND	1,221,700	1,130,225	1,246,100	1,246,100	1,283,500	1,322,000
409102 INVESTMENT INCOME ALLOCATION	12,800	27,238	10,900	14,600	16,100	16,600
MEASURE A SUB TOTAL ---->	1,234,500	1,157,463	1,257,000	1,260,700	1,299,600	1,338,600
MEASURE W TRAFFIC CONGESTION FUND (0018)	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
401004 1/2% SALES TAX MEASURE W	395,000	496,342	406,900	406,900	419,100	431,700
409102 INVESTMENT INCOME ALLOCATION	500	13,534	600	10,200	6,300	6,500
MEASURE W SUB TOTAL ---->	395,500	509,876	407,500	417,100	425,400	438,200
GAS TAX (0016)	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
403003 MEASURE M	66,000	108,510	68,000	68,000	65,000	67,000
407025 DIRT HAULING PERMIT	23,000	2,924	23,700	23,700	81,500	83,900
407038 MORATORIUM STREET CUT	3,000	629	3,100	3,100	3,200	3,300
409102 INVESTMENT INCOME ALLOCATION	123,000	961,732	140,100	728,000	264,600	272,500
420201 DEPT OF TRANSPORTATION GRANT	-	-	-	-	-	-
440304 COST REIMBURSEMENT	40,000	26,705	150,000	150,000	120,000	120,000
470001 STATE GAS TAX 2105	202,000	186,531	208,100	194,100	196,000	201,900
470002 STATE GAS TAX 2106 CONSTRUCTIO	129,000	122,895	132,900	127,300	128,300	132,100
470003 STATE GAS TAX 2107 MAINTENANCE	242,300	252,486	249,600	265,000	267,000	275,000
470004 STATE GAS TAX 2107.5 ENGINEER	6,000	6,000	6,000	6,000	6,000	6,000
470007 STATE GAS TAX 2103	305,000	279,703	314,200	284,000	280,000	288,400
470008 ST CODE 2032 SB1 RD MAIN REHAB	760,000	777,864	782,800	776,100	806,000	830,200
GAS TAX SUB TOTAL ---->	1,899,300	2,725,979	2,078,500	2,625,300	2,217,600	2,280,300
CAPITAL IMPROVEMENT PROJECTS (0025)	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
402009 PROPERTY TAX - ERAF REFUND	1,500,000	3,239,544	3,000,000	3,000,000	3,000,000	3,000,000
405005 FRANCHISE FEE- SBWMA FRANCHISE	2,500,000	2,661,609	2,600,000	2,700,000	2,678,000	2,758,300
405009 GROUP 8 COMCAST RENEWAL LEGAL	-	71,193	-	20,000	20,000	20,600
407028 G PLAN SURCHARGE FEE	33,700	112,015	100,000	100,000	103,000	106,100
407031 TECHNOLOGY FEE	33,700	18,449	34,700	34,700	35,700	36,800
407040 TRAFFIC MITIGATION FEE	2,805,700	992,344	1,057,400	150,000	2,560,000	1,090,000
407041 PERMIT PARKING	3,300	4,952	3,400	6,000	3,500	3,600
407043 DOWNTOWN IMPROVEMENT FUND	-	-	-	-	-	-
407044 COMMUNITY IMPROVEMENT AND RECREATION FUND	-	-	-	-	-	-
407045 GREEN ENERGY AND EFFICIENCY FUND	-	-	-	-	-	-
407046 CREEK IMPROVEMENT FUND	-	-	-	-	-	-
407047 OTHER COMMUNITY BENEFITS FUND	-	-	-	-	4,200,000	-
409102 INVESTMENT INCOME ALLOCATION	111,900	281,328	124,900	112,900	434,100	447,100
420202 DEPT TRANSPORTATION ACT FUND	400,000	-	400,000	400,000	-	-
420501 GRANTS	1,708,749	5,098,681	150,000	575,800	2,629,100	329,100
440304 COST REIMBURSEMENT	-	8,975	20,457	20,457	-	-
440314 LIBRARY EXCESS FUNDS	-	-	-	-	400,000	-
480018 TRAFFIC MITIGATION FEE	-	-	-	-	-	-
480019 LEVEE DIST	30,000	3,171	30,000	30,000	30,900	31,800
480100 DONATIONS	45,000	20,000	3,585,000	85,000	2,000	-
480505 CLAIM AND SETTLEMENT	-	850,000	-	-	-	-
480100 HIGHLAND FIELD USER FEE	128,800	260,914	132,700	145,000	136,700	140,800
CAPITAL IMPROVEMENT SUB TOTAL ---->	9,300,849	13,623,175	11,238,557	7,379,857	16,233,000	7,964,200
CHILD CARE IMPACT FUND (0026)	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
480411 CHILD CARE IMPACT FEE	3,600,000	1,033,530	4,000,000	-	3,130,000	-
409102 INVESTMENT INCOME ALLOCATION	71,700	56,972	78,400	38,300	27,500	28,300
CHILD CARE IMPACT FUND SUB TOTAL ---->	3,671,700	1,090,502	4,078,400	38,300	3,157,500	28,300
PARK IN-LIEU (0027)	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
409102 INVESTMENT INCOME ALLOCATION	8,800	87,194	22,800	60,500	48,300	49,700
420303 COST REIMBURSEMENT	178,000	196,287	-	-	-	-
480100 DONATIONS	30,000	20,000	105,000	100,000	20,000	-
480401 IN LIEU PARK LAND DEDICATION FEE	112,600	-	116,000	116,000	119,500	123,100
480402 PARK FACILITY DEV FEE BEDROOM	145,700	34,914	1,000,100	100,000	-	870,000
PARK-IN-LIEU SUB TOTAL ---->	475,100	338,395	1,243,900	376,500	187,800	1,042,800



REVENUE DETAIL BY FUND

PARKING IN-LIEU (0028)	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
407041 PERMIT PARKING	-	843	-	-	-	-
409102 INVESTMENT INCOME ALLOCATION	700	7,131	-	2,900	-	-
409308 RENTS CONCESS - SNEAKERS	-	-	-	-	-	-
PARKING IN-LIEU SUB TOTAL ---->	700	7,974	-	2,900	-	-

HOUSING IN-LIEU (0029)	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
409102 INVESTMENT INCOME ALLOCATION	287,600	231,206	227,800	109,900	263,800	271,700
409333 RENTS CONCESS - 1131-33 EATON 1	-	16,432	-	24,000	25,200	26,000
409333 RENTS CONCESS - 1131-33 EATON 2	-	20,222	-	30,000	30,000	30,900
409333 RENTS CONCESS - 1800 EL CAMINO REAL	-	60,000	-	48,000	48,000	49,400
482002 PROCEEDS FROM SALE OF PROPERTY	-	-	-	800,000	-	-
480404 AFFORDABLE HSG I LIEU FEE (BMR)	173,400	78,300	178,600	300,000	184,000	189,500
480409 COMMERCIAL LINKAGE FEE	14,706,000	4,134,120	7,212,200	-	15,680,000	6,600,000
420501 GRANTS	-	80,034	-	-	-	-
HOUSING IN-LIEU SUB TOTAL ---->	15,167,000	4,620,314	7,618,600	1,311,900	16,231,000	7,167,500

LOW-MOD HOUSING ASSET (0031)	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
409102 INVESTMENT INCOME ALLOCATION	200	-	200	-	15,000	15,500
409202 INTEREST INCOME MORTGAGE LOAN	13,100	2,474	13,500	13,500	13,900	14,300
409330 RENTS CONCESS-633 ELM ST #305	21,000	35,628	21,600	35,000	34,200	35,200
430016 MISCELLANEOUS	-	-	-	-	-	-
HOUSING IN-LIEU SUB TOTAL ---->	34,300	38,102	35,300	48,500	63,100	65,000

CAPITAL FUNDS TOTAL	32,178,949	24,111,779	27,957,757	13,461,057	39,815,000	20,324,900
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CITY DEBT SERVICE

SC LIBRARY BOND SERVICE (0093)	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
402001 PROPERTY TAX - CURRENT SECURED	344,000	367,528	344,000	344,000	-	-
402002 PROPERTY TAX - CURR UNSECURED	11,000	13,036	11,000	11,000	-	-
402005 PROPERTY TAX - UNITARY	48,000	94,555	48,000	48,000	-	-
402007 PROPERTY TAX - SB813 SECURED	8,000	11,890	8,000	8,000	-	-
402011 HOMEOWNERS TAX RELIEF	1,000	1,038	1,000	1,000	-	-
409102 INVESTMENT INCOME ALLOCATION	15,500	47,652	-	32,000	-	-
LIBRARY BOND TOTAL ---->	427,500	535,699	412,000	444,000	-	-

INTERNAL SERVICE FUNDS

WORKERS COMP (0032)	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
409102 INVESTMENT INCOME ALLOCATION	5,700	20,921	5,000	13,900	9,700	10,000
480501 WORKERS COMP REIMBURSEMENT	-	-	-	-	-	-
WORKERS COMP SUB TOTAL ---->	5,700	20,921	5,000	13,900	9,700	10,000

GENERAL LIABILITY (0033)	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
420501 GRANTS	-	-	-	-	-	-
409102 INVESTMENT INCOME ALLOCATION	26,300	113,266	27,500	51,200	49,100	50,600
440306 COST REIMB - LIABILITY	-	11,970	-	-	-	-
GENERAL LIABILITY SUB TOTAL ---->	26,300	125,236	27,500	51,200	49,100	50,600

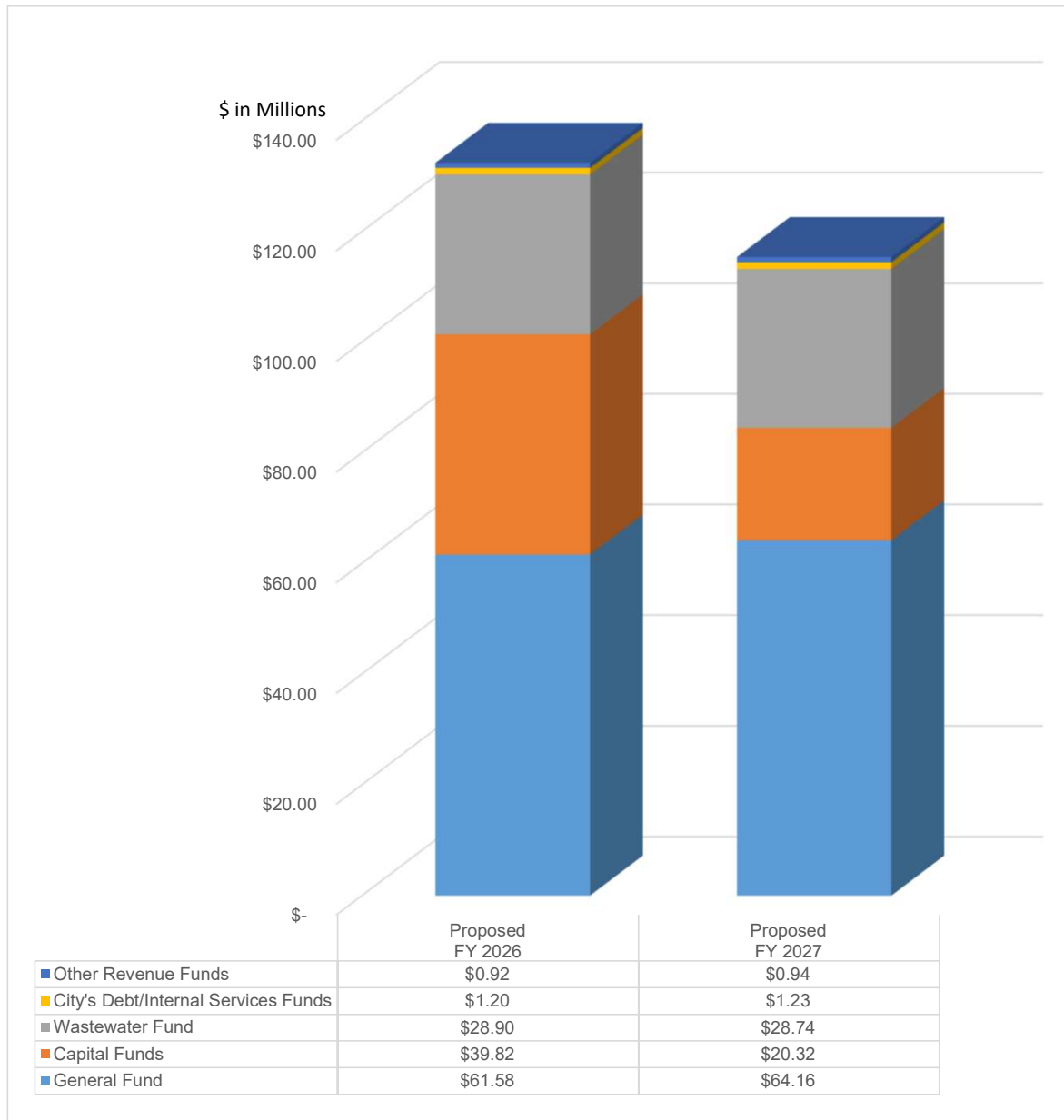


REVENUE DETAIL BY FUND

POST-EMPLOYMENT BENEFITS (0035)	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
409102 INVESTMENT INCOME ALLOCATION	4,200	10,824	6,200	29,700	5,800	6,000
480504 CR-POST-EMPLOYMENT BENEFITS	1,110,500	1,085,800	1,180,500	1,180,500	1,133,700	1,166,500
POST-EMPLOYMENT BENEFITS SUB TOTAL ---->	1,114,700	1,096,624	1,186,700	1,210,200	1,139,500	1,172,500
INTERNAL SERVICE FUNDS TOTAL	1,146,700	1,242,781	1,219,200	1,275,300	1,198,300	1,233,100

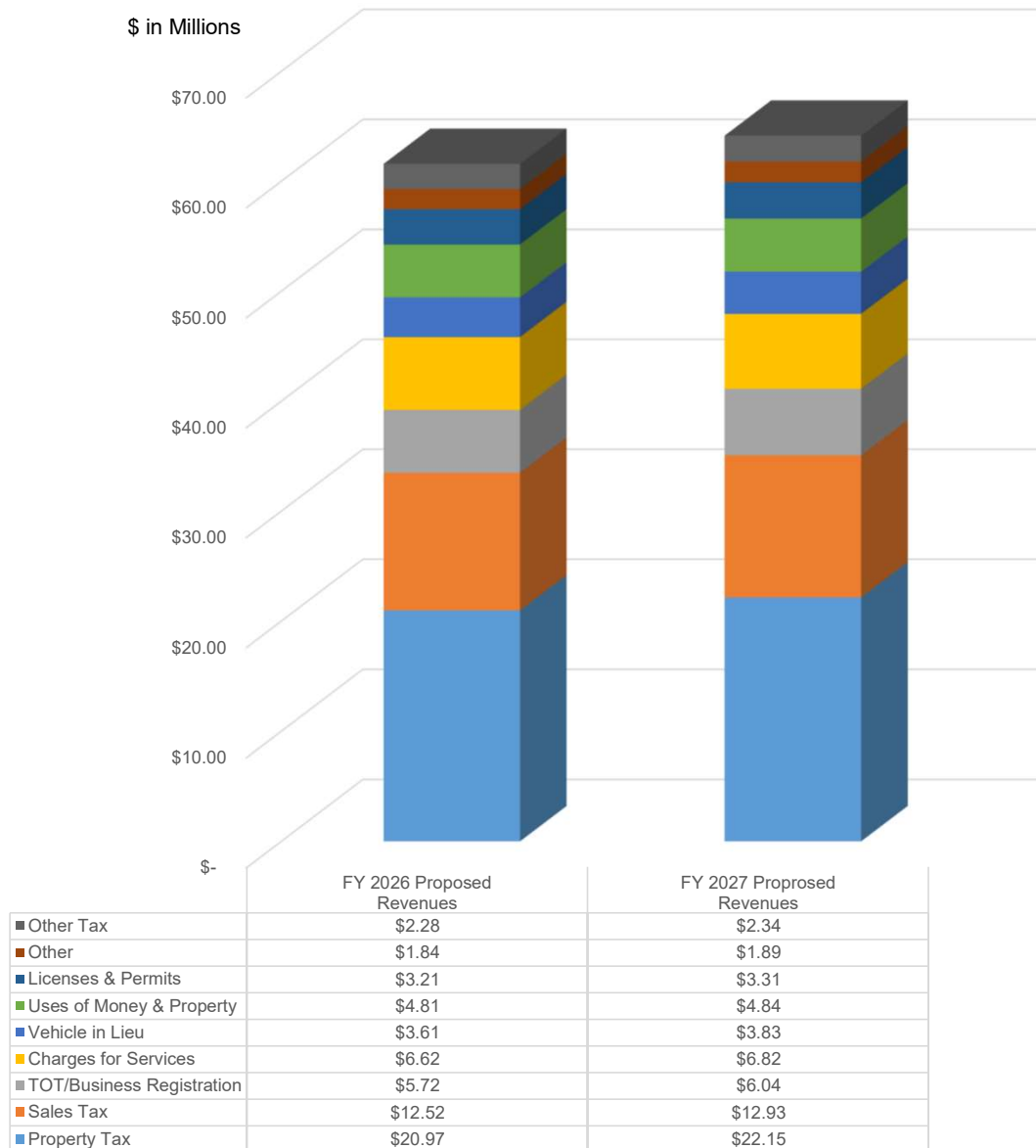


CITYWIDE REVENUES BY MAJOR CATEGORY AND SOURCE FY 2025-26 And FY 2026-27





GENERAL FUND OPERATING REVENUES BY TYPE FY 2025-26 AND FY 2026-27





GENERAL FUND OPERATING REVENUE Multi-Year Comparison (Funds are Reflected in Millions)

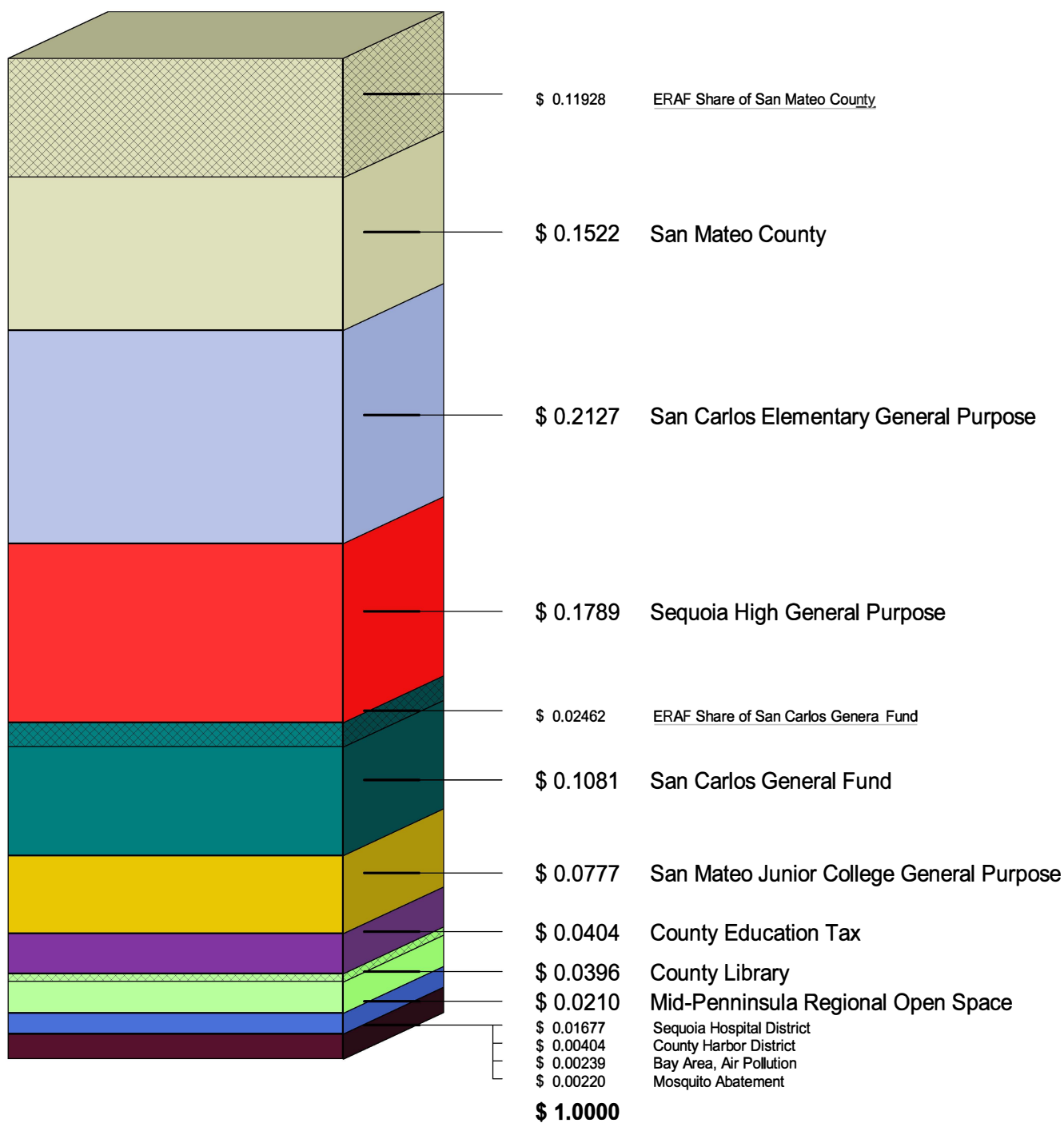
Millions \$
\$30.0
\$25.0
\$20.0
\$15.0
\$10.0
\$5.0
\$-

	2023-24 Audited	2024-25 Projected	2025-26 Proposed	2026-27 Proposed	2027-28 Forecasted	2028-29 Forecasted
Property Tax	\$18.6	\$19.6	\$21.0	\$22.2	\$23.4	\$24.6
Sales Tax	\$12.5	\$11.7	\$12.5	\$12.9	\$13.3	\$13.7
Fees for Services	\$10.4	\$9.8	\$9.9	\$10.2	\$10.3	\$10.7
Vehicle In-Lieu	\$3.7	\$4.5	\$3.6	\$3.8	\$4.1	\$4.3
Use of Assets	\$8.3	\$3.7	\$4.8	\$4.8	\$4.9	\$5.0
Other Taxes	\$5.7	\$6.3	\$6.6	\$7.0	\$8.1	\$8.4
Other	\$6.7	\$3.5	\$3.2	\$3.3	\$3.5	\$3.6



THE CITY OF SAN CARLOS

PROPERTY TAX DOLLAR BREAKDOWN



Data Source: San Mateo County Assessor 2024-25 Annual Tax Increment Tables



SAN MATEO COUNTY PROPERTY TAX - 2024/25

REPRESENTATIVE GENERAL LEVY SHARE ESTIMATE

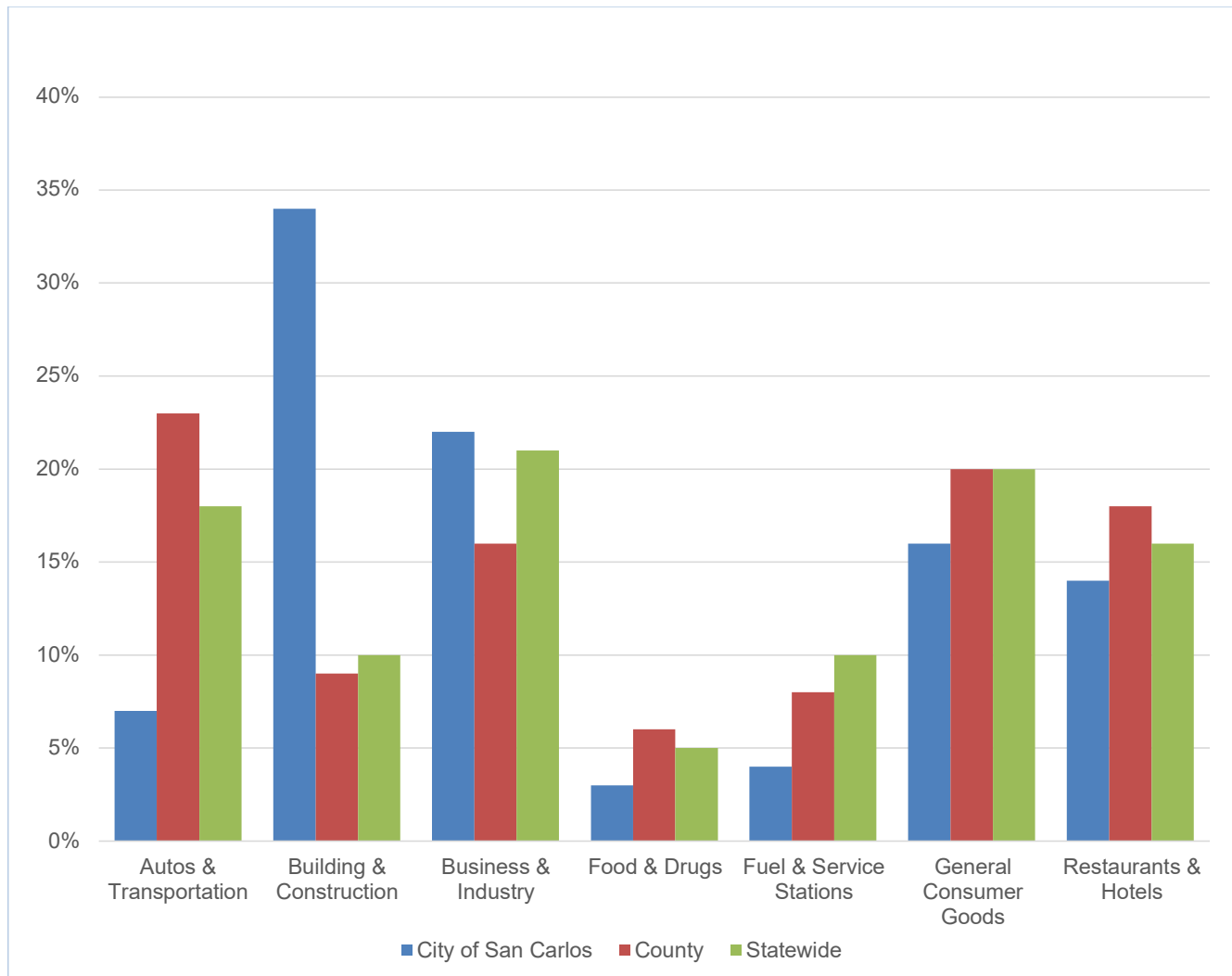
Estimate of City Representative Share of the General Levy before ERAF Shifts Applied by County Auditor

City	City Rate*	Other Rates*	Total
East Palo Alto	0.3375		0.3375
Foster City	0.0000	0.2597	0.2597
Redwood City	0.2588		0.2588
Belmont	0.0973	0.1611	0.2584
Pacifica	0.2366		0.2366
Daly City	0.2297		0.2297
Hillsborough	0.1871		0.1871
San Mateo	0.1761		0.1761
South San Francisco	0.1720		0.1720
Burlingame	0.1706		0.1706
Brisbane	0.1619		0.1619
Millbrae	0.1579		0.1579
San Bruno	0.1467		0.1467
San Carlos	0.1327		0.1327
Menlo Park	0.1222		0.1222
Atherton	0.1056		0.1056
Colma	0.0000	0.1022	0.1022
Half Moon Bay	0.0665		0.0665
Woodside	0.0520		0.0520
Portola Valley	0.0430		0.0430
County Average:	0.1427	0.0262	0.1689

*The City tax rate is based on the largest non-redevelopment Tax Rate Area in each city; other rates include city-governed overlaying districts such as lighting or maintenance districts.

Data Source: San Mateo County Assessor 2024/25 Combined Tax Rolls

This report is not to be used in support of debt issuance or continuing disclosure statements without the written consent of HdL, Coren & Cone

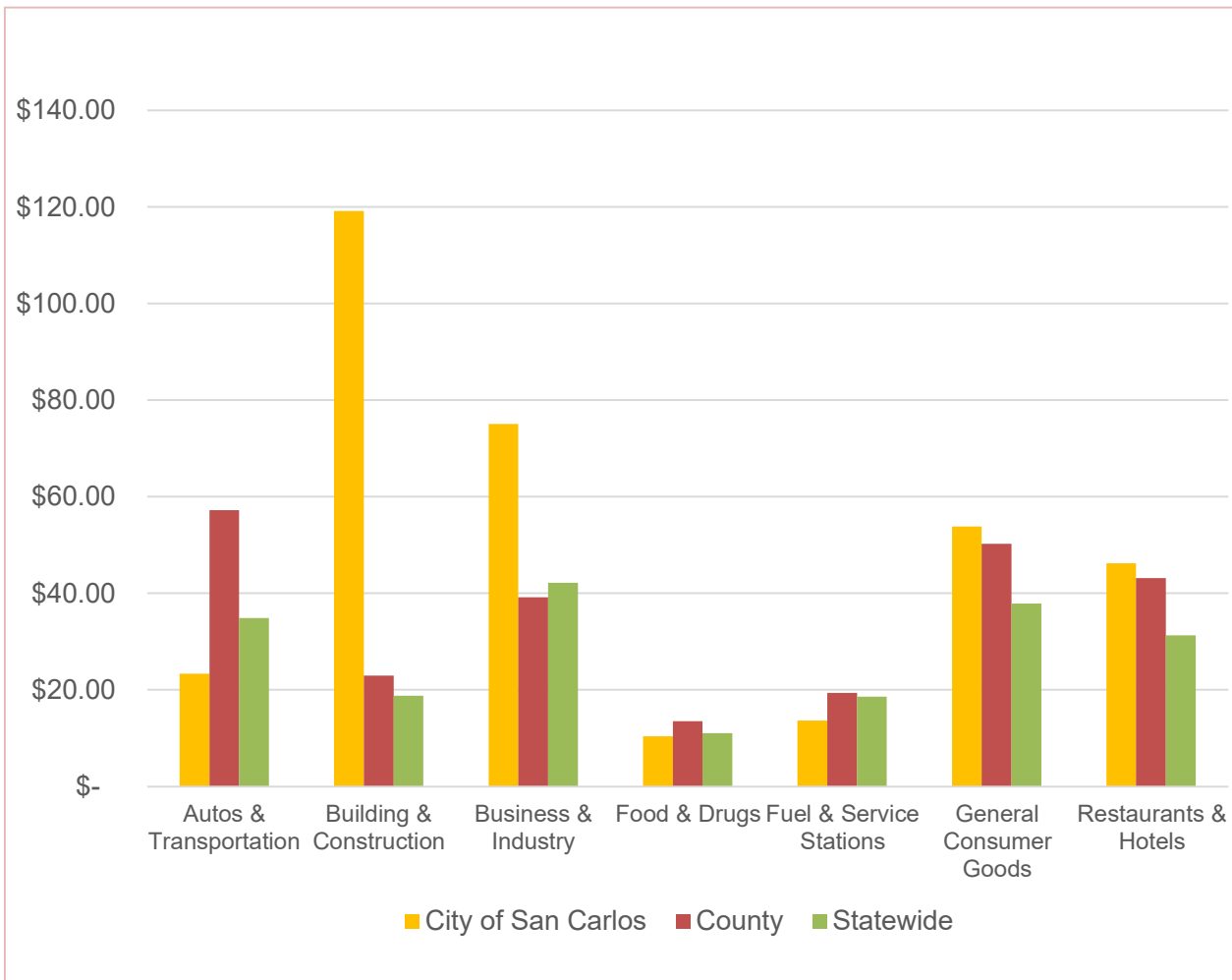
**SALES TAX BY MAJOR INDUSTRY GROUPS
CALENDAR YEAR 2024**

	City of San Carlos	County	Statewide
Autos & Transportation	7%	23%	18%
Building & Construction	34%	9%	10%
Business & Industry	22%	16%	21%
Food & Drugs	3%	6%	5%
Fuel & Service Stations	4%	8%	10%
General Consumer Goods	16%	20%	20%
Restaurants & Hotels	14%	18%	16%
Totals	100%	100%	100%

* Information provided by Hinderliter de Llamas & Associates 2024



SALES TAX REVENUE PER CAPITA CALENDAR YEAR 2024



	Per Capita (28,862) City of San Carlos	Per Capita (726,353) County	Per Capita (39,198,693) Statewide
Autos & Transportation	\$ 23.38	\$ 57.21	\$ 34.85
Building & Construction	119.14	22.98	18.82
Business & Industry	75.03	39.15	42.17
Food & Drugs	10.40	13.52	11.02
Fuel & Service Stations	13.64	19.35	18.60
General Consumer Goods	53.81	50.27	37.84
Restaurants & Hotels	46.22	43.16	31.30
Totals	\$ 341.62	\$ 245.64	\$ 194.60

* Information provided by Hinderliter de Llamas & Associates 2024



EXPENDITURES BY MAJOR CATEGORY AND SOURCE

GENERAL GOVERNMENT	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
CITY COUNCIL	364,400	307,121	369,400	307,800	379,200	389,600
CITY MANAGER	2,910,875	2,350,514	2,766,230	2,636,800	2,949,600	3,058,500
CITY CLERK	734,050	570,504	862,050	762,100	942,550	971,650
CITY TREASURER	33,400	21,491	34,600	24,300	34,600	35,800
CITY ATTORNEY	898,750	642,062	803,350	780,925	972,750	1,006,850
ADMINISTRATIVE SERVICES	1,009,600	965,019	1,039,000	1,061,900	1,162,700	1,206,900
FINANCE	2,102,400	1,737,935	2,167,800	1,936,500	2,043,550	2,116,550
HUMAN RESOURCES	736,450	708,453	755,750	755,600	800,450	829,150
INFORMATION TECHNOLOGY	1,717,800	1,467,855	1,765,600	1,733,300	2,043,700	2,114,600
GENERAL FUND (NON-DEPARTMENTAL)	3,678,200	3,799,885	4,433,600	4,499,700	615,200	621,900
GENERAL GOVERNMENT SUB TOTAL ---->	14,185,925	12,570,840	14,997,380	14,498,925	11,944,300	12,351,500
COMMUNITY DEVELOPMENT	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
COMMUNITY DEVELOPMENT ADMINISTRATION	1,217,950	1,193,674	1,380,500	1,282,050	1,657,950	1,720,850
DEVELOPMENT AND PERMITTING	6,581,550	5,536,854	6,626,350	6,200,900	7,070,650	7,316,450
ECONOMIC DEVELOPMENT	909,400	543,672	1,102,800	1,025,000	1,159,000	1,198,300
COMMUNITY DEVELOPMENT SUB TOTAL ---->	8,708,900	7,274,199	9,109,650	8,507,950	9,887,600	10,235,600
PUBLIC SAFETY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
POLICE DEPARTMENT	12,891,400	12,187,838	13,711,770	13,298,270	14,633,500	15,013,600
FIRE DEPARTMENT	12,244,800	11,749,707	12,899,900	12,687,600	13,647,700	14,770,000
PUBLIC SAFETY SUB TOTAL ---->	25,136,200	23,937,545	26,611,670	25,985,870	28,281,200	29,783,600
PUBLIC WORKS	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
PUBLIC WORKS ADMIN/ENGINEERING	3,747,350	3,473,938	4,002,100	3,753,600	4,426,650	4,587,650
FLEET	263,825	227,683	271,525	267,500	292,625	302,825
STREET MAINTENANCE	821,783	764,023	823,400	823,400	848,000	873,300
PARK MAINTENANCE	2,839,325	2,717,136	3,116,025	2,960,700	3,326,325	3,439,225
BUILDING MAINTENANCE	1,458,375	1,421,856	1,818,975	1,779,100	1,913,575	1,975,775
PUBLIC WORKS SUB TOTAL ---->	9,130,658	8,604,635	10,032,025	9,584,300	10,807,175	11,178,775
PARK & RECREATION	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
PARKS & RECREATION LEADERSHIP AND MANAGEMENT	953,650	881,306	987,950	969,100	1,046,350	1,085,050
ADULT SERVICES	970,000	884,889	991,500	920,300	1,085,200	1,124,800
ATHLETICS	604,200	597,104	647,600	591,100	673,800	696,500
PERSONAL AND FAMILY DEVELOPMENT	824,600	956,484	930,540	1,069,800	1,115,600	1,152,220
SPECIAL COMMUNITY EVENTS	1,076,848	994,299	1,091,575	1,076,575	1,136,100	1,172,900
YOUTH DEVELOPMENT	645,100	652,121	707,650	729,050	961,500	998,400
PARK & RECREATION SUB TOTAL ---->	5,074,398	4,966,202	5,356,815	5,355,925	6,018,550	6,229,870
GENERAL FUND (0001) TOTAL	62,236,081	57,353,421	66,107,540	63,932,970	66,938,825	69,779,345

**EXPENDITURES BY MAJOR CATEGORY AND SOURCE**

ENTERPRISE FUNDS	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
WASTEWATER (SEWER) FUND (0006)	22,909,018	12,739,000	25,091,651	24,756,851	29,002,800	26,122,800
WASTEWATER FUND SUB TOTAL ---->	22,909,018	12,739,000	25,091,651	24,756,851	29,002,800	26,122,800

SPECIAL REVENUE FUNDS	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
NPDES - STORMWATER (0015)	125,600	122,719	129,300	129,300	133,000	136,900
GRANTS-POLICE (0017)	163,900	150,000	168,800	168,800	173,900	179,100
LIBRARY TENANT REVENUE (0095)	2,573,031	525,932	3,272,859	3,392,239	-	-
SPECIAL REVENUE FUNDS SUB TOTAL ---->	2,862,531	798,651	3,570,959	3,690,339	306,900	316,000

OPERATING BUDGET TOTAL	88,007,631	70,891,073	94,770,150	92,380,160	96,248,525	96,218,145
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CAPITAL FUNDS:

REPLACEMENT/RESERVE FUND	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
EQUIPMENT REPLACEMENT/RESERVE (0010)	1,554,757	1,499,248	289,300	289,300	81,370	280,527
TECHNOLOGY REPLACEMENT/RESERVE (0010)	220,100	105,417	249,300	249,300	507,800	282,067
REPLACEMENT FUNDS SUB TOTAL ---->	1,774,857	1,604,665	538,600	538,600	589,170	562,594

TRAFFIC MANAGEMENT FUNDS	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
MEASURE A TRAFFIC CONGESTION (0014)	94,000	98,533	95,900	95,900	87,000	89,600
MEASURE W TRAFFIC CONGESTION (0018)	-	-	-	-	-	-
PARKING IN LIEU (0028)	75,000	23,504	51,496	51,496	-	-
TRAFFIC MANAGEMENT SUB TOTAL ---->	169,000	122,037	147,396	147,396	87,000	89,600

GAS TAX	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
GAS TAX (0016)	7,725,000	1,748,426	9,460,000	9,460,000	9,100,000	9,600,000
GAS TAX SUB TOTAL ---->	7,725,000	1,748,426	9,460,000	9,460,000	9,100,000	9,600,000

CAPITAL IMPROVEMENT	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
CAPITAL IMPROVEMENT PROJECTS (0025)	40,218,652	12,296,813	39,468,024	38,569,824	17,603,083	10,379,100
GENERAL CAPITAL SUB TOTAL ---->	40,218,652	12,296,813	39,468,024	38,569,824	17,603,083	10,379,100

CHILD CARE FUND	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
CHILD CARE (0026)	-	-	1,500,000	500,000	250,000	250,000
CHILD CARE FUND SUB TOTAL ---->	-	-	1,500,000	500,000	250,000	250,000

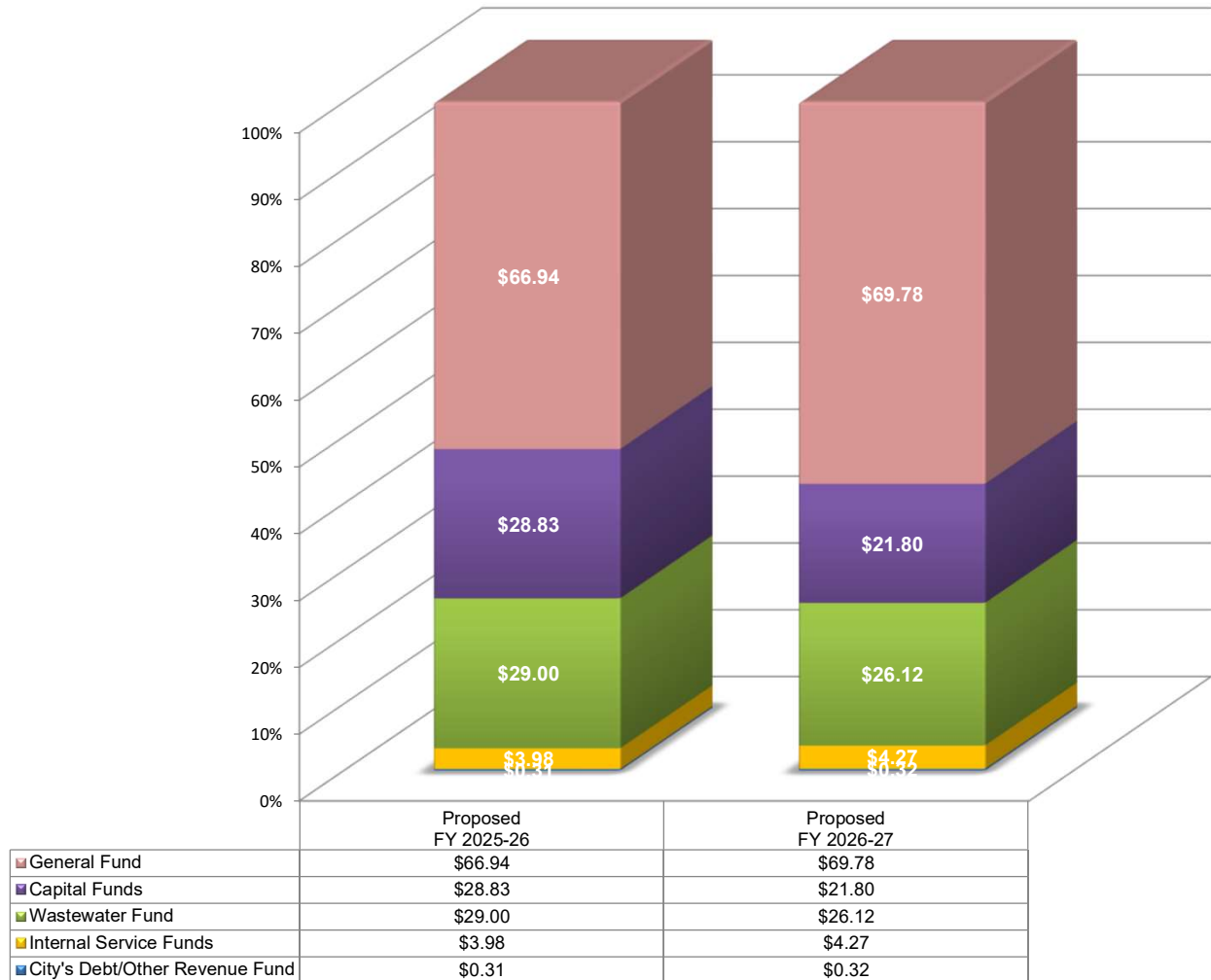
PARK IN LIEU	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
PARK IN LIEU (0027)	1,975,000	222,396	2,572,604	1,422,604	450,000	150,000
PARK IN LIEU SUB TOTAL ---->	1,975,000	222,396	2,572,604	1,422,604	450,000	150,000

**EXPENDITURES BY MAJOR CATEGORY AND SOURCE**

AFFORDABLE HOUSING IN LIEU	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
HOUSING IN LIEU (0029)	23,652,336	12,976,200	20,823,934	10,843,474	589,300	606,900
HOUSING IN LIEU SUB TOTAL ---->	23,652,336	12,976,200	20,823,934	10,843,474	589,300	606,900
LOW MOD HOUSING ASSET	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
LOW MOD HOUSING ASSET (0031)	149,800	33,386	154,200	154,200	158,800	163,600
LOW MOD HOUSING ASSET SUB TOTAL ---->	149,800	33,386	154,200	154,200	158,800	163,600
CAPITAL FUNDS TOTAL	75,664,645	29,003,925	74,664,757	61,636,097	28,827,353	21,801,794
CITY DEBT SERVICE	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
SC LIBRARY BOND SERVICE (0093)	469,250	469,150	1,504,900	1,504,900	-	-
CITY DEBT SERVICE SUB TOTAL ---->	469,250	469,150	1,504,900	1,504,900	0	0
INTERNAL SERVICE FUNDS	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
WORKERS COMPENSATION (0032)	275,400	268,444	355,900	275,809	614,400	654,300
GENERAL LIABILITY - RISK MANAGEMENT (0033)	1,488,600	1,660,108	2,087,200	2,028,300	2,232,200	2,453,700
POST-EMPLOYMENT BENEFITS (0035)	1,123,600	1,123,600	1,132,500	1,132,500	1,138,300	1,158,100
INTERNAL SERVICE FUND SUB TOTAL ---->	2,887,600	3,052,152	3,575,600	3,436,609	3,984,900	4,266,100

**CITYWIDE EXPENDITURES BY MAJOR CATEGORY & SOURCE
FY2025-26 AND FY2026-27**

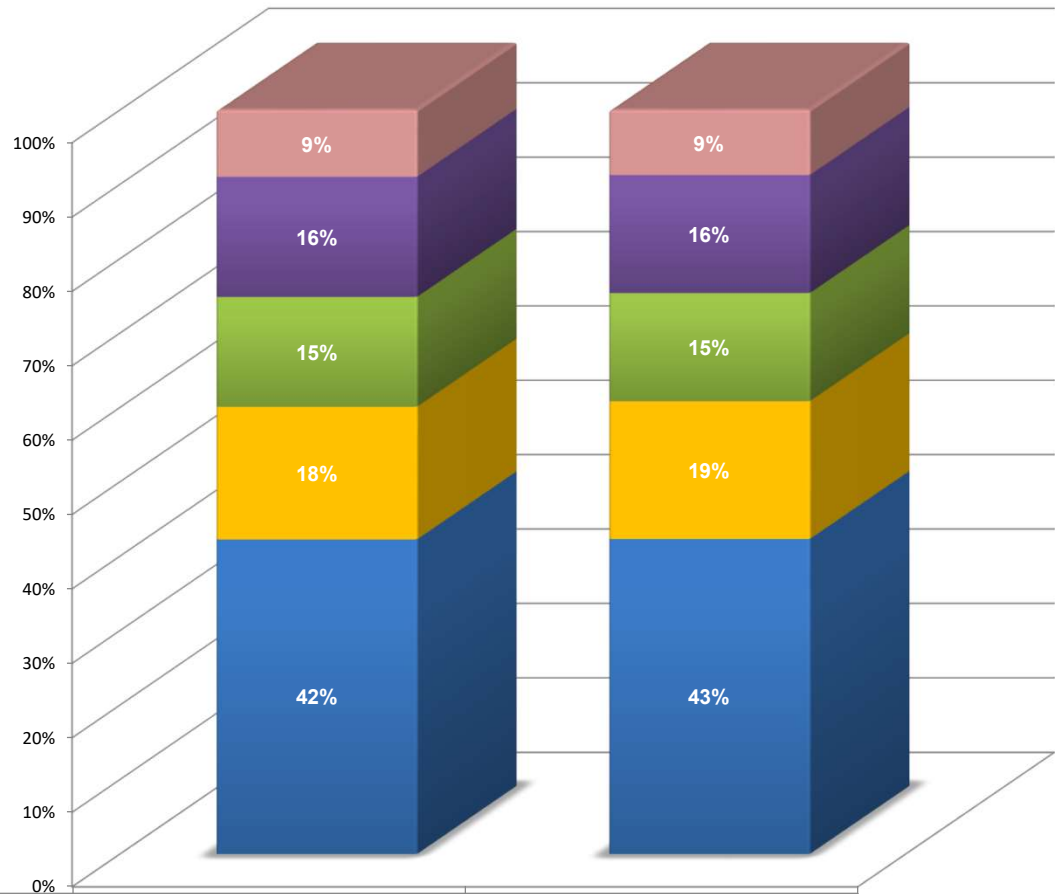
- City's Debt/Other Revenue Fund ■ Internal Service Funds
■ Wastewater Fund ■ Capital Funds
■ General Fund





**GENERAL FUND OPERATING EXPENDITURES
FY2025-26 AND FY2026-27**

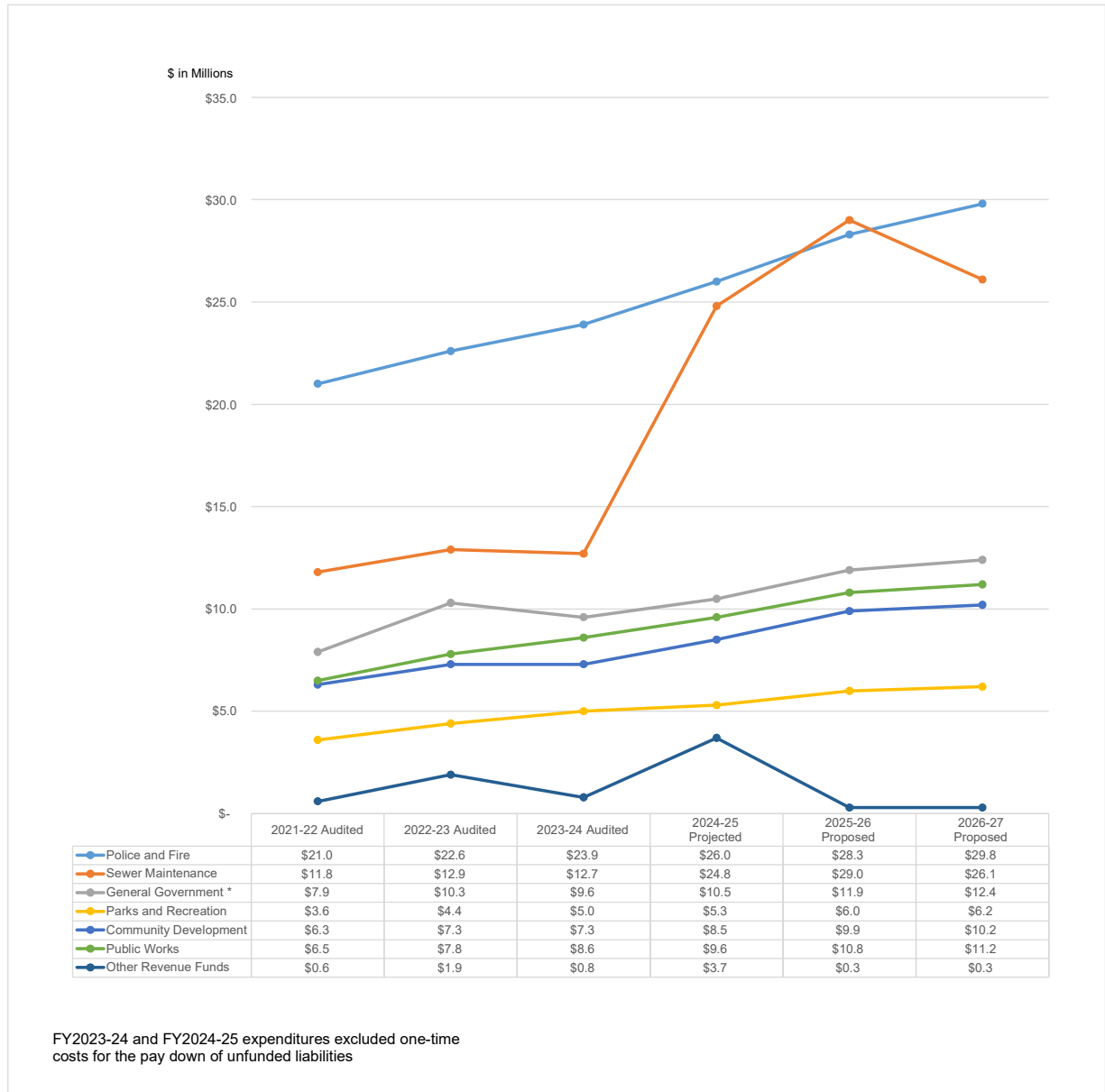
- Public Safety
- General Government
- Community Development
- Public Works
- Parks & Recreations



<div><div></div></div> Parks & Recreations	9%	9%
<div><div></div></div> Public Works	16%	16%
<div><div></div></div> Community Development	15%	15%
<div><div></div></div> Geneal Government	18%	19%
<div><div></div></div> Public Safety	42%	43%

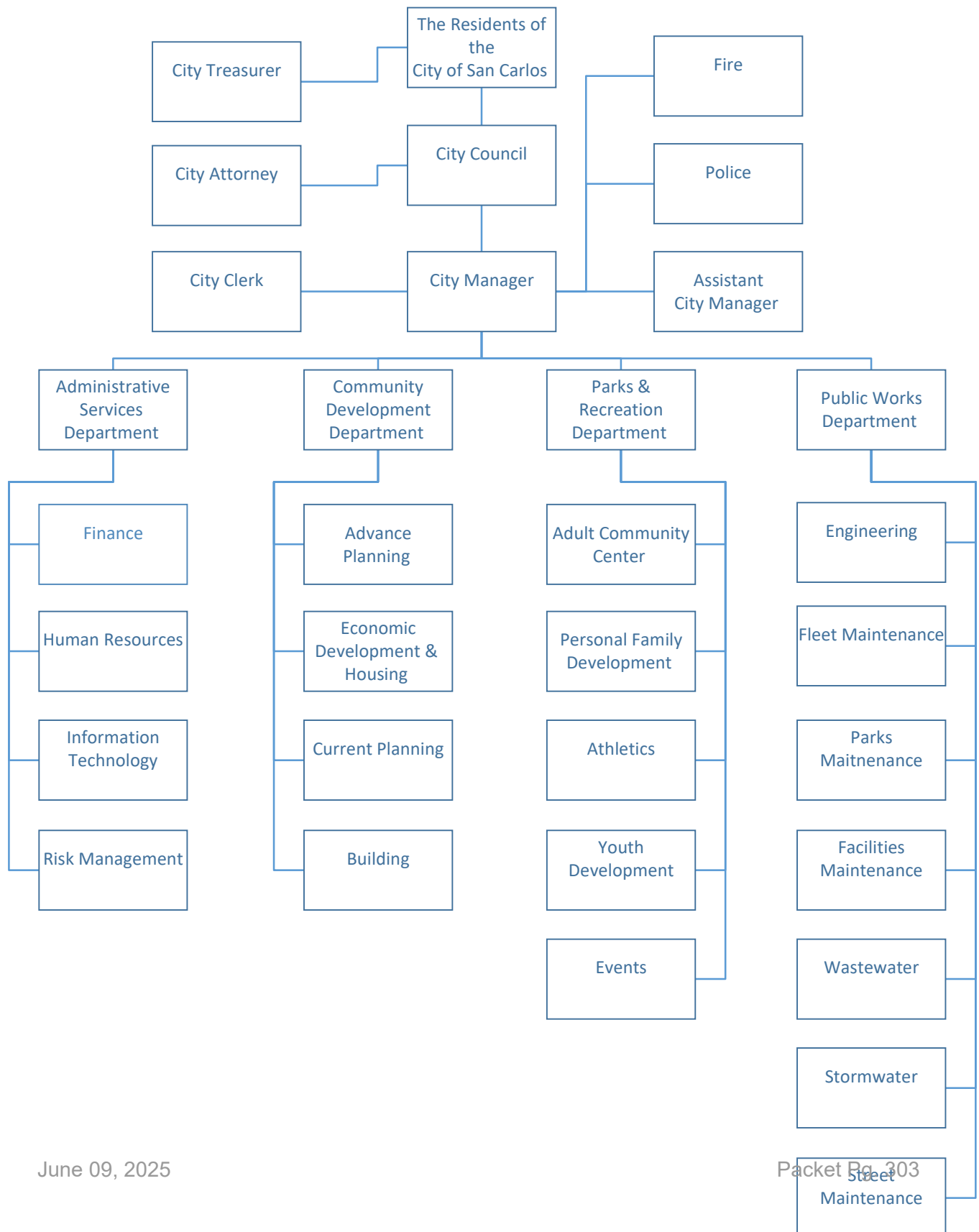


OPERATING EXPENDITURES MULTI-YEAR COMPARISON
Multi-Year Comparison
(Funds are Reflected in Millions)





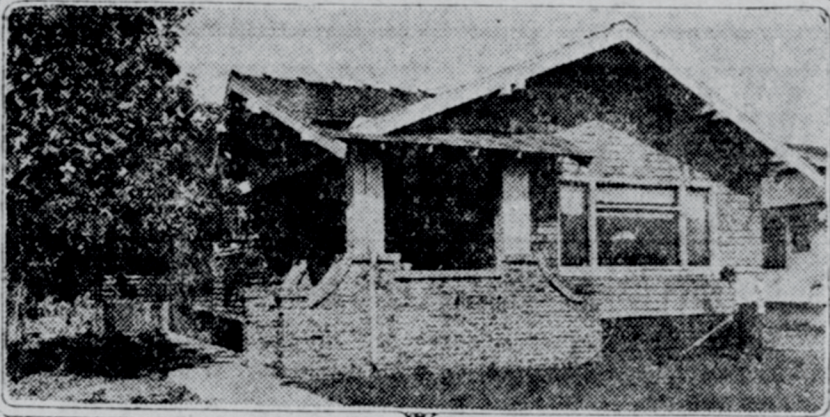
Organization Chart



SAN CARLOS THROUGH THE YEARS - 1920S

ITS SPRING PLANTING TIME

One of the thirty-six new garden homes at San Carlos on the peninsula towards which many San Francisco people are looking for their future residence.



San Carlos to Have New Grocery Store on State Highway

J. W. Munday of Redwood City has purchased a large lot at San Carlos opposite the Southern Pacific station and fronting on the state highway and will shortly commence the construction of a two-story building thereon, the lower portion of which will be used as a grocery store and the upper portion for residence purposes. Munday will open a first-class grocery as soon as the building is finished, handling a full line of staple and fancy goods as well as fruit and produce.

Munday has been a resident of Redwood City for some time and lately sold his property at 163 Hudson street, Redwood Highlands, to a retired business man of Pittsburgh, Pa., who will shortly occupy it with his family.

The great demand for homes at San Carlos and the large amount of building going on there and contracted for, has convinced Munday that there is a good opportu-

• SATURDAY, NOVEMBER 6, 1920

PHELPS ESTATE AT SAN CARLOS TO BE SOLD

Almost to the day 151 years after the first white man set foot upon its soil, the famous Phelps estate of 1000 acres at San Carlos, just south of San Mateo, will be offered for public sale. It was from its heights that Don Gaspar de Portola discovered San Francisco Bay November 4, 1769, and claimed all the land in the name of his sovereign Don Carlos III after whom the property takes its name.

The estate has had an interesting history during the half century that it has been in the hands of Timothy Guy Phelps and Josephine A. Phelps. In the homes of William Ralston and Frederick Sharon, General U. S. Grant was entertained. Notables from Europe have been feted there from time to time.

From the bayside property of the estate came the bricks which were used in the building of the first Palace Hotel by William Ralston. After the exposition the Ohio building was placed on barges and brought to San Carlos.

By order of W. F. Chipman and the Union Trust Company of San Francisco trustees for the Phelps Estate Company, the famous tract will be put on the market. The property will be cut into

hundreds of villa sites and large city lots or closed out as a whole. The George H. Irving Company, specialists in peninsula properties, with offices in the Merchants' National Bank building, has been named as selling agents.

San Carlos Sends S. F. Message by Varney Airplane

In company with H. G. Andrews, chief pilot of the Varney Aviation school at San Carlos, J. Maury Cowgill as messenger carried a message of greeting from the secretary of the newly organized Chamber of Commerce at San Carlos to the Chamber of Commerce in San Francisco, assuring them of the hearty co-operation of the baby chamber in all of the big movements that are now under way for the upbuilding of the peninsula.

The big plane left the San Carlos field at 10 o'clock in the morning and landed at the Marina at 10:30. Young Cowgill, a recent graduate of the Sequoia Union high school,

enjoyed the flight immensely.

Through the courtesy of Chief Pilot Andrews, Miss Vera Boyd, niece of the ex-champion Gentleman Jim Corbett, enjoyed a fifteen-minute trip in one of the Varney planes over San Carlos and Redwood City yesterday afternoon. Andrews looped the loop with his passenger, and the young lady returned to earth very enthusiastic in her praise of her first ride in an airship.

10 New Bungalows At San Carlos Are Being Constructed

Fred H. Drake, who is developing the garden home community in the town of San Carlos, down the peninsula, reports that he has contracted with Ben C. Zimmerman for the immediate construction of ten five-room bungalows. Work will start at once on the first ones.

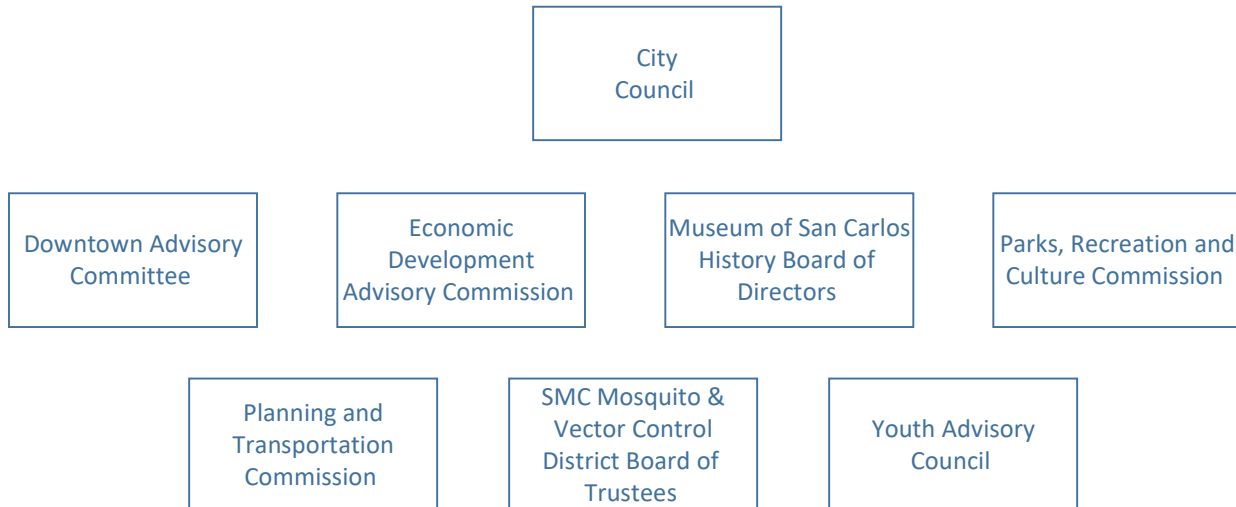
When asked his opinion of building costs, Drake stated it was his opinion that the cost of construction had practically reached its lowest figure for the present. There will be no lower prices on material until such time as labor costs can be lowered, and that will not come until such time as living costs come down.

"The only way a family can hope to reduce their present cost of living," said Drake, "is to stop paying every cent they earn for the privilege of existing. Aside from the first payment, the rent money of a family in San Francisco will buy and pay for a garden home in San Carlos.

"We have thirty-six new homes in San Carlos, with all the conveniences of the city added to all the delights of the country. The ten new ones I am building will soon be spoken for."



City of San Carlos Boards, Commissions and Committees



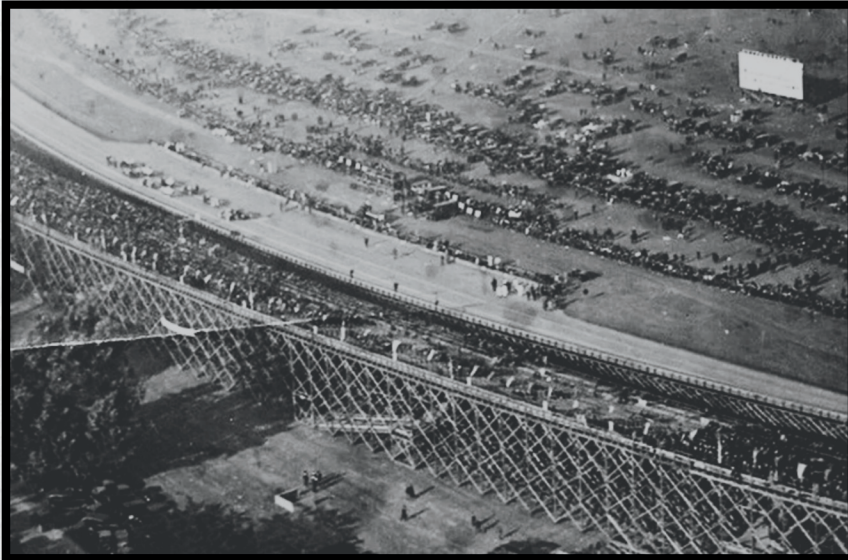
City Council Regional JPAs, Boards & Committee Assignments

2+2 – City/ School District	Advance Life Support (ALS)	Airport Land Use Committee	Airport Roundtable	Alexandria Subcommittee	Association of Bay Area Governments	Belmont-San Carlos Fire Department
Caltrain Modernization Local Policy Maker Working Group	Chamber San Mateo County	Childcare Subcommittee	City County Association of Governments	City Manager Recruitment Subcommittee	City Selection Committee	Community Benefits Subcommittee
Downtown Subcommittee	Emergency Services Council	Four Corners Working Group	Grand Boulevard Initiative	Harbor Industrial Association	Housing Endowment & Regional Trust Board	Infrastructure Financing Subcommittee
Infrastructure Innovation and Improvement Subcommittee	League of California Cities	Library Governing Board JPA	Multifamily Housing (Eaton) Subcommittee	OneShoreline	Parks and Recreation Master Plan Subcommittee	Parks and Recreation Public Art Task Force
Peninsula Clean Energy JPA Board	Peninsula Congestion Relief Alliance	Trails and Open Space Subcommittee	San Carlos Educational Foundation	San Mateo County Convention and Visitors Bureau	San Mateo County Council of Cities	Silicon Valley Clean Water
South Bayside Waste Management Authority	US 101/Holly Street Subcommittee					



SAN CARLOS SPOTLIGHT

San Carlos Speedway



San Carlos Aviation Association Collection, 1921

San Carlos Speedway Is Expected to be Fastest In World; Opens Dec. 11th

SAN FRANCISCO, Oct. 15.—Auto-mobile men interested in the new speedway being constructed at San Carlos, near here, say the track will be the fastest in the world. The track is being constructed under direction of Jack Prince, who has built several of the nation's leading speedways.

The new speedway will be opened with races Sunday, December 11, with a 250-mile race.

Stockton Independent, 1921

SAN CARLOS SPEEDWAY TO BE CYCLONE OF JOY ON INDEPENDENCE DAY

According to the tentative program, just issued, the Peninsula Bureau Community County Fair and Fourth of July celebration to be held at the Greater San Francisco speedway, San Carlos, on July 4, is going to be about the biggest thing in the way of out-door shows ever attempted in San Mateo county. There doesn't seem to be anything that might add to the interest of the day left off the tentative plans. Fun for old and young, men and women, active and inactive, has been arranged for and a big cyclone of excitement seems to be due the moment the gates are opened at 10 o'clock in the morning.

June 09, 2024 Daily News Leader, 1922

APR 16 SUNDAY
EASTER GOLDEN GATE MOTOR DERBY
S.F. SPEEDWAY
SAN CARLOS-ON-THE-PENINSULA

STYLES PARADE

General Admission	\$1.50	FREE PARKING	Good Grandstand Seats (Including Admission)	\$2.50
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Tickets, 1001 Hobart Bldg., Auto Ass'n., 1028 Van Ness Ave., Sherman Clay & Co.'s.

Packet Pg. 306



MAJOR MUNICIPAL SERVICE LINES AND OPERATING PROGRAMS

The City of San Carlos is a municipal corporation providing a wide range of services and functions to San Carlos. Administrative Support Services are also provided to the City and operating departments. Following is a list of specific services and functions, in the form of operating programs, which the City is currently providing.

ADMINISTRATIVE AND SUPPORT FUNCTIONS

A. CITY COUNCIL

City Leadership

- Legislation, Policy, and Budget

B. CITY MANAGER

Executive Management

- Community Satisfaction
- Communications
- Interdepartmental and Interagency Emergency Management Services Work

C. CITY ATTORNEY

General Legal Services

Litigation and Specialized Services

D. CITY CLERK

Council and City Manager Support

- Agenda Process Management & Meeting Support
- Elections Management
- Records Management

E. ADMINISTRATIVE SERVICES

Administration/Risk Management

- Leadership and Management
- Risk Management

Financial Services

Human Resources

Information Technology

- Advance Planning - Long Range Planning Initiatives, State Law Compliance, and Plan Implementation
- Economic Development
- Housing Compliance and Assistance

G. PARKS & RECREATION SERVICES

Leadership and Management

Athletics

Adult Services

Youth Development

Personal and Family Development

Special Community Events

H. POLICE SERVICES

Traffic

School Resource

Sheriff's Activities League/Community

Engagement

Sheriff's Volunteer Policing

Sheriff's Office Resource

Public Safety Communications

I. FIRE SERVICE

Fire Suppression

Emergency Medical Service

Fire Prevention/Inspections

Public Assist Calls for Service

Rescue Response

Community Emergency Response Team (CERT)

Public Education/Community Outreach

PUBLIC SERVICES

F. COMMUNITY DEVELOPMENT SERVICES

Leadership and Management

- Leadership and Management
- Climate Mitigation and Adaptation Plan

Development and Permitting Services

- Current Planning, Development Services, Key Development Project Facilitation
- Permits and Inspections
- Code Enforcement

J. PUBLIC WORKS SERVICES

Administration/Engineering

- Leadership and Management
- Sidewalks
- Traffic Engineering
- Parking
- Development and Permitting
- Capital Improvement Program

Facilities Maintenance

Fleet Maintenance

Parks Maintenance

Wastewater

Stormwater

Street Maintenance



SAN CARLOS SPOTLIGHT

The Zeh House

SEA CAPTAIN TO BUILD

Captain Zeh of the steamer President is having plans prepared for a two story home on Elm street, making the fifth home planned for San Carlos in the past three weeks.

San Francisco Call, 1917

Springtime Building Impulse Starts Six Homes in San Carlos

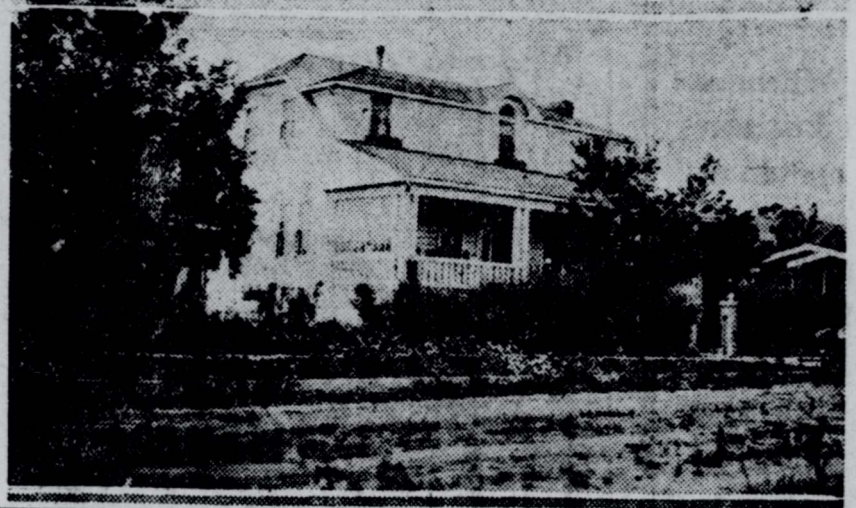
The peninsula is the popular district this year for homeseekers, and San Carlos is more than upholding its popularity as a garden spot. In addition to the six homes to be started this week, two more owners of homesites are having plans prepared for bungalow homes. Captain Zeh, whose plans were temporarily held up on account of the war, will start building soon on his highly developed homesite.

The water company is extending its mains throughout the town under the supervision of J. V. Clark. Within a week six homes will be under construction at once, which is considered a good showing for one community the size of San Carlos.

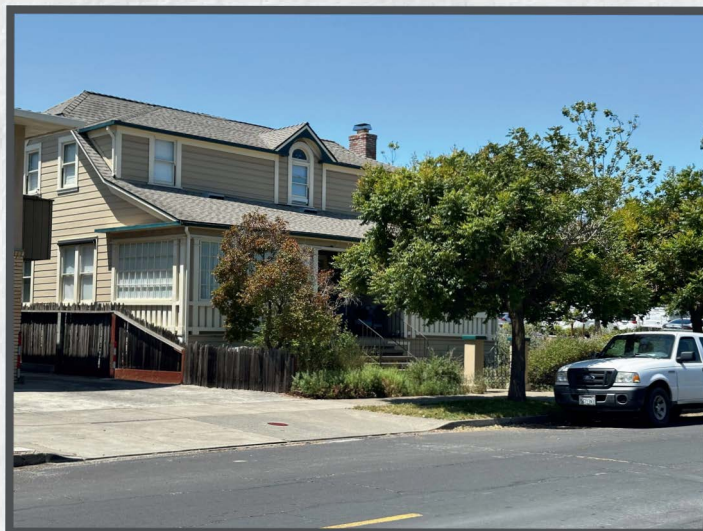
San Francisco Call, 1919

NEW HOME AT SAN CARLOS

One of the most attractive of the new homes recently built at San Carlos is that of Captain George Zeh. To date sixty-nine new residences have been erected in the popular garden community down the peninsula.



San Francisco Call, 1921



June 09, 2025

May 2025

Packet Pg. 308



City Council

Organization Chart

Mayor

Vice Mayor

Council
Member

Council
Member

Council
Member

SAN CARLOS SPOTLIGHT

City Council



City Council Chambers 1968

TAX-LICENSE PLAN FORMED FOR NEW CITY OF SAN CARLOS

(Special to The Daily Times)

SAN CARLOS, July 28.—Formulation of a tax and license plan to provide immediate funds for financing the recently incorporated city of San Carlos was considered by the board of trustees in a meeting here last night.

Finance Commissioner George Sesnon declared that he has made a careful study of all systems now in use in nearby peninsula cities and presented a plan mapped closely after that now functioning at Burlingame. It was presented for first reading as an ordinance and will be read and passed at the next meeting of the board. At that time citizens and business people of San Carlos will be given an opportunity to discuss with the trustees the various phases of the ordinance.

The Times, 1925

ASA HULL ELECTED MAYOR, SAN CARLOS

Carl Philip Appointed City Judge By Council

SAN CARLOS, Apr. 19.—Asa Hull was named mayor of San Carlos at a council meeting held last evening at the civic auditorium. Hull is a prominent business man of Redwood City and a pioneer of San Mateo county. The motion was made by Mayor John E. Cowgill, and seconded by Councilman John B. Bryan. Hull was elected to the council April 11.

City Clerk J. M. Edling read the applications of Carl Philip, John S. G. Walker, A. S. Palmer and E. C. Mahoney for city judge. Other applications filed last Thursday were those of Wesley Haydock, Capt. Martin J. Cahill and Jerome Macdonald of Redwood City.

Philip was appointed as city judge on motion of Claude E. Sorensen, seconded by Cowgill.

Chief of Police Edward J. Wheeler was retained as chief on motion of Cowgill. Albert S. Mansfield was retained as city attorney

Redwood City Tribune, 1932

Firehouse Vote At San Carlos

(Times County News Service)

SAN CARLOS, March 1.—A proposed \$25,000 bond issue to build a new San Carlos firehouse was placed on the April 9 ballot during an adjourned meeting of the city council here last night.

Long advocated by improvement groups, the bonds would provide for a two-story concrete structure 58 by 50 feet adjacent to the present firehouse.

Following the meeting, Councilman Donald R. Lilly, whose candidacy for re-election was once announced and later withdrawn, announced that he had been induced to run for re-election.

In his statement announcing his candidacy, Lilly cited his four-year experience on the council as qualification for the position and said that the experience would make it possible for him to "work more effectively to balance the program in a growing community."

The Times, 1940

SC Budget On Agenda Tonight

SAN CARLOS — The city council may finish the 1960-61 budget at what is hoped to be the final budget session tonight at 8.

The meeting will be held in the Red Cross building adjacent to City Hall.

Still to be decided is a salary raise for city employees which is the major item of the whole budget. Final revenue figures also will be presented tonight.

The preliminary budget the council has been working on called for \$1,121,359.80 in expenditures, supported by a tax rate of \$1.0393. The current tax rate \$1.0769.

If a salary hike is granted, as recommended by the civil service commission, the tax rate is expected to change.

Redwood City Tribune, 1960



—Tribune Photo

New Administrator

Charles Robert Allen (right), new San Carlos city administrator, gets a short briefing from Deputy Tax Collector Louis Vargas this morning after taking over the position. Vargas was acting city administrator for the two months the city was without a chief officer.

RWC Tribune, 1963

Packet Pg. 310



CITY COUNCIL DEPARTMENT

Mission

The City of San Carlos provides high-quality services and facilities to its residents in an equitable, sustainable, transparent, responsive, and friendly manner to foster an inclusive, safe, and healthy community now and in the future.

Organization

The Council is composed of five members who are elected at-large, on a non-partisan basis, for four-year staggered terms. The Mayor is appointed annually from amongst the Council.

Org Code

01101000

Dept #

1010

Description

The City Council is the governing body of the City. It provides community leadership, enacts laws, adopts resolutions, and establishes policies for the City government. The City Council also adopts a budget. The Mayor appoints members of the City Council to working committees.

The Mayor and the City Council represent the City of San Carlos on various local, regional, and state policy committees and commissions. The Council meets the second and fourth Monday of each month in formal, public sessions and conducts additional special meetings as needed.

All City Council meetings are open to the public. Regularly scheduled meetings are streamed live on the City's website (www.cityofsancarlos.org). City Council minutes and archives of the meetings are also available online at www.cityofsancarlos.org/residents/public-meetings.



CITY COUNCIL DEPARTMENT

Program Name	City Leadership
Major Services	<ul style="list-style-type: none">• Legislative activities to support San Carlos• Policy establishment and direction• Budget establishment and oversight to ensure fiscal sustainability• Serve on various regional boards• Provide leadership during emergency situations• Serve the community through active engagement and leadership• Prioritize and develop strategic initiatives that are of interest to the community• Ensure that San Carlos remains a desirable, vibrant, equitable, inclusive, and business friendly community
FY 2024-25 Accomplishments	<ul style="list-style-type: none">• Childcare. Distributed \$500,000 in childcare impact fee funds to five providers through grant funding. Facilitated discussions with childcare providers, relaxed zoning restrictions, and reduced permit fees to lower barriers for the creation and expansion of childcare facilities• Climate Change, Mitigation, Adaptation, and Resilience. Secured a \$457,000 Peninsula Clean Energy (PCE) grant for solar installation at the Corporation Yard. Partnered with PCE on the San Carlos Multifamily Electric Vehicle (EV) Charging Incentive, supporting five projects in design and two in pre-construction, which will install 35 EV charging stations. Applied for \$523,131 from the Metropolitan Transportation Commission's 2024 Climate Program Implementation Grant to install 18 publicly accessible electric vehicle charging stations downtown. Strengthened emergency preparedness by building an Emergency Operations Center (EOC) staff roster, developing a communication plan, and delivering two EOC training sessions to staff• Downtown. Approved new street designs for downtown San Carlos including new plazas on the 600 and 700 blocks of Laurel St, wider sidewalks, protected bike lanes, enhanced outdoor dining areas, more greenery, and improved connectivity between Downtown, the Caltrain station, and East San Carlos. Advanced the Downtown Specific Plan by engaging stakeholders and shaping streetscape designs• Housing. Established an annual grant program, awarding \$168,000 to local nonprofits in 2024 to support housing initiatives. Approved a development project at 308-310 Phelps Road, adding nine single-family homes and eight accessory dwelling units (ADU) to the community• Mobility, Traffic, and Transportation Infrastructure. Adopted the Traffic Signal Master Plan to create a unified strategy for optimizing and integrating traffic signals citywide. Submitted a \$1 million grant application to C/CAG for the Brittan Avenue Sidewalk Construction project. Published a Traffic and Transportation <i>Spotlight</i> to inform the community on traffic calming measures, safe routes to school, the Bicycle and Pedestrian Master Plan, and more. Paved 64 streets and constructed 33 ADA curb ramps to improve road conditions and accessibility• Northeast Area Specific Plan. Developed a preferred land-use scenario to guide future growth, incorporating mobility improvements, climate change strategies, and flood mitigation efforts• Recreation Services. Collaborated with the Centennial Advisory Committee to engage the community in planning the City's centennial celebrations. Explored development opportunities at North Crestview Park to address community needs. Initiated a Parks, Open Space, and other Recreational Opportunities Master Plan Assessment

June 09, 2025

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**FY 2025-27 Goals**

- **Climate Change Mitigation, Adaptation, and Resilience.** Support sustainability initiatives and address climate change. As part of its focus on climate change, the City of San Carlos will continue to address vulnerability and adapt to changing climate conditions such as wildfires, flooding, drought, and sea level rise
- **Downtown.** Work with residents, property owners, business owners, committees, commissions, the Chamber of Commerce, and all other interested members of the community to develop a plan to understand and ensure that the downtown meets the needs of the community and businesses now and into the future
- **Housing.** Actively encourage and support the creation of housing to provide a safe, inclusive, diverse, and affordable supply by facilitating development of housing for all income levels
- **Mobility, Traffic and Transportation Infrastructure.** Actively pursue plans and strategies for improving mobility, traffic, parking, transportation infrastructure, and street maintenance while encouraging alternative modes of transportation to provide efficient, safe, and effective movement throughout the city
- **Northeast Area Specific Plan.** Work with residents, property owners, stakeholders, business owners, committees, commissions, the Chamber of Commerce, and all other interested members of the community to develop a plan in response to continued development interest in the life sciences and biotechnology sectors and develop policies and strategies to incorporate housing as part of this new development
- **Recreation Services.** Explore new recreational opportunities by completing an assessment of parks, open space, and other recreation facilities to support the health and well-being for community members of all ages

**Program Goals**

The goal of the Council is to provide leadership to the City organization to: foster a safe, diverse, welcoming, and engaged community that recognizes the importance of social equity; ensure fiscal responsibility and the sustainability of San Carlos' resources, infrastructure, and social/cultural environment; proactively protect our physical environment from the threats of climate change and reduce greenhouse gas emissions; recognize the needs and challenges of the community and promote its well-being; demonstrate high ethical and professional standards, including high quality customer service; lead and manage effectively by engaging the community, thinking strategically, remaining proactive, and planning for the future; and support the well-being of employees, investing in their development, and aligning staffing and resources with the demand for City services.

City Leadership

Legislation, policy, and budget.

Objective

The City Council values public input into the decision-making process, keeping residents informed, and using boards and committees for civic engagement and regional collaboration.

Key Performance Measure	FY 2024 Actuals	FY 2025 Actual	FY 2026 Proposed	FY 2027 Proposed
% of residents who feel that the City is responsive to residents' needs	N/A	77%	N/A	80%
% of residents who agree the City listens to residents when making important decisions	N/A	71%	N/A	74%
% of residents who indicate that they trust the City	N/A	84%	N/A	87%
Description	This data is collected as part of the Community Satisfaction Survey that is conducted biennially by True North Research, Inc. This year's survey polled 680 adults in January 2025.			
Purpose	The survey provides a statistically reliable understanding of residents' satisfaction, priorities, and concerns as they relate to services and facilities provided by the City.			
Status	The latest survey was conducted in 2025, and the next survey will be conducted in 2027. Community survey reports can be found at www.cityofsancarlos.org/communitysurveys .			

Workload Measure	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of boards and committees with councilmember participation	41	41	41	39

CITY COUNCIL (01101000)
BUDGET SUMMARY

EXPENDITURES SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
SALARIES	33,500	33,600	50,500	42,500	57,000	57,000
BENEFITS	126,000	112,178	129,700	109,900	137,000	143,000
PERSONNEL TOTAL ---->	159,500	145,778	180,200	152,400	194,000	200,000
UTILITIES	-	-	-	-	-	-
OFFICE ADMINISTRATIVE	800	1,622	800	800	800	800
PROFESSIONAL SERVICES	44,900	6,444	39,200	15,000	33,400	34,400
UNIFORMS & SAFETY EQUIPMENT	-	-	-	-	-	-
PROFESSIONAL DEVELOPMENT	44,100	47,440	52,400	49,500	60,900	62,800
COMMUNITY RELATIONS	60,000	60,000	40,000	40,000	40,000	40,000
LOW INCOME SUBSIDY	55,000	45,836	56,700	50,000	50,000	51,500
INSURANCE	-	-	-	-	-	-
VEHICLE USAGE	100	-	100	100	100	100
EQUIPMENT MAINTENANCE	-	-	-	-	-	-
SERIAL BONDS	-	-	-	-	-	-
PROGRAM COSTS	-	-	-	-	-	-
OPERATING EXPENSE	-	-	-	-	-	-
OPERATING EXPENSE TOTAL ---->	204,900	161,343	189,200	155,400	185,200	189,600
CAPITAL OUTLAY	-	-	-	-	-	-
CAPITAL OUTLAY TOTAL ---->	-	-	-	-	-	-
EXPENDITURES TOTAL ---->	364,400	307,121	369,400	307,800	379,200	389,600
TRANSFERS OUT	-	-	-	-	-	-
ALLOCATIONS OUT FOR WORKERS COMP	2,400	2,400	2,500	2,500	4,000	4,300
ALLOCATIONS OUT FOR GEN LIAB INSURANCE	700	700	700	700	500	500
TRANSFER OUT TOTAL ---->	3,100	3,100	3,200	3,200	4,500	4,800
EXPENDITURES & TRANSFERS TOTAL ---->	367,500	310,221	372,600	311,000	383,700	394,400
REVENUE SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
BUSINESS REGISTRATION	-	-	-	-	-	-
CHARGES FOR CURRENT SERVICES	-	-	-	-	-	-
FINES & FORFEITURES	-	-	-	-	-	-
FROM OTHER AGENCIES	-	-	-	-	-	-
LICENSES & PERMITS	-	-	-	-	-	-
OTHER REVENUE	-	-	-	-	-	-
OTHER TAX	-	-	-	-	-	-
PROPERTY TAX	-	-	-	-	-	-
SALES TAX	-	-	-	-	-	-
TRANSIENT OCCUPANCY TAX	-	-	-	-	-	-
USE OF MONEY & PROPERTY	-	-	-	-	-	-
VEHICLE IN LIEU	-	-	-	-	-	-
REVENUE TOTAL ---->	-	-	-	-	-	-
GENERAL TRANSFERS IN	-	-	-	-	-	-
ALLOCATIONS IN FROM SEWER	29,300	29,300	30,200	30,200	36,800	37,900
ALLOCATIONS IN FROM NPDES	300	300	300	300	400	400
ALLOCATIONS IN FROM GAS TAX	2,300	2,300	2,400	2,400	2,500	2,600
ALLOCATIONS IN FROM WORK COMP	400	400	400	400	400	300
ALLOCATIONS IN FROM RISK MGT	800	800	800	800	800	800
TRANSFER AND ALLOCATIONS IN TOTAL ---->	33,100	33,100	34,100	34,100	40,900	42,000
REVENUE & TRANSFERS TOTAL ---->	33,100	33,100	34,100	34,100	40,900	42,000
GENERAL FUND NET EXPENSE (REVENUE) ---->	334,400	277,121	338,500	276,900	342,800	352,400

SAN CARLOS THROUGH THE YEARS - 1920S



In this picture may be seen the new San Carlos Apartments which are being constructed by Joseph Powers of San Carlos.

S. F. DRY AGENTS CONDUCTED RAIDS

(United Press Dispatch)

SAN FRANCISCO, April 29.—Prohibition authorities today raided Babylon, a resort near San Carlos, arresting the proprietors, and seizing large supplies of liquor. Two cafes at Menlo Park were also raided when Stanford University officials complained that students were holding parties there and returning to the campus intoxicated.

Brittan Tract Below San Carlos Sold; To Be Subdivided Soon

Sale of a large tract of land adjoining San Carlos and forming a portion of the estate of the late Colonel Nathaniel Brittan, was announced today by Lyon & Hoag, well known peninsula realty firm, for the account of Mary Burt Brittan, one of the heirs of the pioneer Brittan family that once owned vast tracts in San Mateo county.

The property consists of 168 acres, adjoining San Carlos on the south and lying west of the state highway. It is to be subdivided and placed on the market by the new purchaser under direction of Lyon & Hoag, according to the announcement.

Street work and water mains are to be laid immediately under supervision of William B. Hoag, subdivision engineer. A further announcement with regard to the property is to be made by Lyon & Hoag in the near future, it was stated by officials of the company.

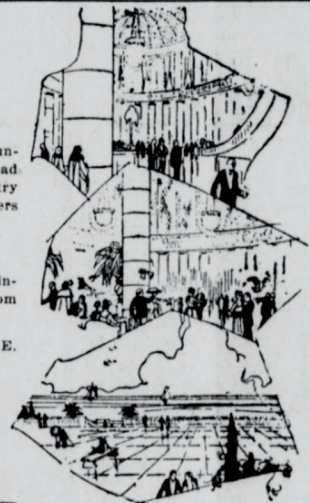
Spend a Wonderful Evening at Babylon

Bright lights reflected in the waters of the lagoon—gay fountains bubbling—bewitching music—happy laughter—broad porches bathed in moonlight—an atmosphere of rich artistry—food to tempt the gods—all these and more Babylon offers you tonight—and every night.

At Babylon dining is an occasion—service an art.

Lunch and dinner served daily. A sumptuous Southern dinner on Sundays. Dancing every evening except Sundays, from seven to one.

Private and club events have the personal attention of Mr. E. G. Borden.



Babylon

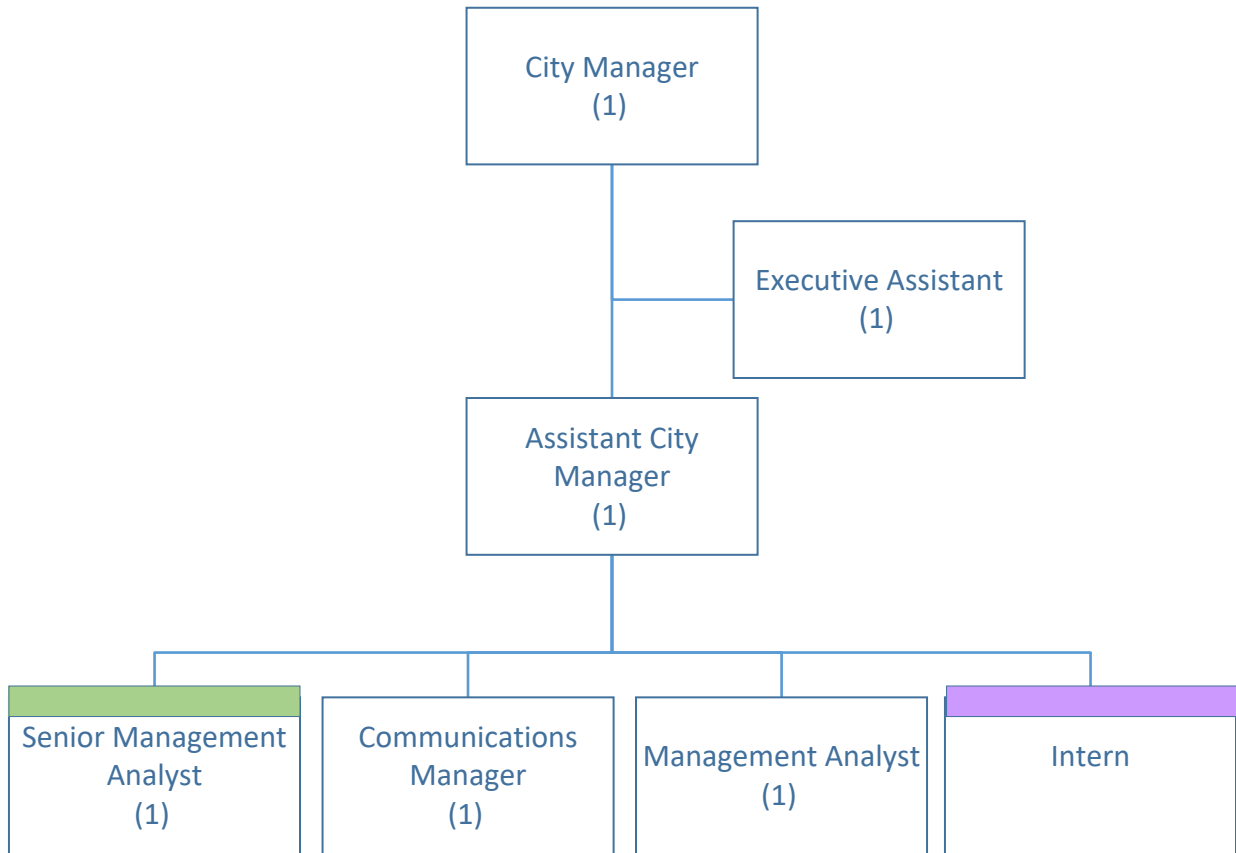
SAN CARLOS
San Mateo County
Phone REDWOOD 580

· CALIFORNIA'S MOST UNIQUE DINING PALACE ·



City Manager Department

Organization Chart



	Underfilled
	Seasonal Staff

SAN CARLOS SPOTLIGHT

City Manager



City Manager's Office, 1968

'Strong' Mgr. For SC Voted

San Carlos will get a new appointive city executive with broad powers if the recommendations of the city council-appointed San Carlos Committee on Government are carried through.

The committee last week voted 12-to-0 to recommend a city administrator or city manager ordinance giving the official "sufficient authority and responsibility to supervise and direct all departments."

The decision was reached near the end of a two-and-one-half hour meeting which opened with agreement that the city should have a "strong executive" but ran into difficulties as to what that means.

June 09, 2025

Committeeman George Littlejohn for some time opposed granting the city executive power to hire employees from the civil service list of eligibles, claiming that by "strong executive" he meant "a sergeant and not a captain."

He voted with the rest, however, on a motion by Chmn. Ray T. Marsh calling for the necessary "authority and responsibility" to control all city departments. Explaining his vote, he said:

"I just got to the point where I decided I was talking alone. If no one else has the same feeling as I do, I'm willing to go along with the rest."

Earlier, committee members split 6-to-6 in voting on a motion that the proposed ordinance specify that the city administrator would have power to recommend to the city council appointment, discipline or dismissal of department heads.

SC Administrator Calls for Budgets

SAN CARLOS—A sure sign of spring—talk of taxes and budgets—pervaded San Carlos City Hall with notice sent out by City Admn. Harry L. Grant that department heads whip their budget estimates into shape by April 1.

Grant said he will schedule budget conferences throughout the month of April with heads of the police, fire, streets and sewers, tax collector, building inspector and city clerk's office.

By May 1, he hopes to begin conferring with the city council in time to offer the final budget for council action at the end of June.

Last year's record budget of \$642,936.52, up \$159,177 from the previous year, was adopted on August 13, and marked the first time in San Carlos history that the city released the entire budget for public consumption.

Although the budget exceeded that of the previous year, San Carlos City Council trimmed the tax rate from \$1.317 to \$1.223, or 9.4 cents per \$100 assessed valuation. The cut was accomplished through increased assessments.

Redwood City Tribune, 1953

Chairman Marsh proposed another wording, giving the administrator power to appoint and dismiss department heads subject to council approval. He agreed, however, that the "recommendation" wording would be essentially the same.

Times-Gazette, 1951



CITY MANAGER DEPARTMENT

Mission

Provide overall management of the City, execute Council policy, and ensure that San Carlos remains the City of Good Living.

Organization

The Department is comprised of City Manager, Assistant City Manager, Senior Management Analyst (underfilled by Management Analyst), Communications Manager, Management Analyst, and an Executive Assistant.

Org Code

01111000

Dept #

1110

Description

Under the direction of the City Manager, the City Manager Department consists of six full-time regular employees. The staff in the department also serve in the following capacities:

- Board of Directors of IEDA



CITY MANAGER DEPARTMENT

Program Name	Executive Management
Major Services	<ul style="list-style-type: none"> • Manage overall City operations, departments, and programs • Provide Council support • Oversee community relations and engagement, public information, social media, and website • Develop and manage the implementation of the Council's strategic plan • Manage special projects and initiatives • Direct the activities of staff and consultants to plan and respond to an emergency
FY 2024-25 Accomplishments	<ul style="list-style-type: none"> • Print and Digital Communications. Launched the <i>San Carlos Weekly Digest</i> e-newsletter, introduced a new Centennial microsite to share information about the year's upcoming festivities, and developed a Community Benefits webpage. Published 23 <i>Council Newsletters</i>, four <i>Good Living newsletters</i>, and three <i>Spotlight</i> newsletters to keep the community informed. Developed a website policy with the City Attorney's Office. • Video Communications. Expanded social media outreach with engaging videos that showcase City events, government operations, and community initiatives. Partnered with the Human Resources division to produce a recruitment video, increasing visibility for City job opportunities. • Grant Funding. Secured \$457K from Peninsula Clean Energy for critical upgrades to the Corporation Yard roof and solar panel system. Successfully applied for federal Community Project Funding in the amount of \$500K for U.S. 101/Holly Street Interchange and Overcrossing through Rep. Kevin Mullin's office, which is pending approval by the Full Appropriations Committee. Collaborated with the County of San Mateo and multiple cities to pursue the Metropolitan Transportation Commission's (MTC) 2024 Climate Program Implementation Grant for downtown electric vehicle charging infrastructure. Additionally, developed a grant funding guide and calendar to strategically support future large-scale projects. • Emergency Preparedness. Strengthened disaster response capabilities through Emergency Operations Center section trainings and a mock-earthquake tabletop exercise. Participated in Cal Water's Bayshore Community EOC, reaffirming the importance of collaboration for disaster readiness and response. • Leadership and Community Engagement. Celebrated sustainability initiatives and hosted a Youth Center solar panel ribbon cutting and tabled at Caltrain's Electrification Service Launch event.



FY 2025-27 Goals

- Collaborate with neighboring jurisdictions and regional and state agencies to study, develop, and implement coordinated approaches to mitigating flood protection, sea level rise, and rising groundwater levels
- Empower community and staff with emergency management skills through emergency preparedness trainings
- Continue to elevate community engagement efforts on social media platforms by incorporating more dynamic and interactive content, including videos and innovative posts
- Refine internal communications processes and support staff through internal trainings, updated outreach guidance, and streamlined communications templates and checklists

**Program Goals**

The first goal of the Executive Management program is to provide overall management of City operations, implement Council's strategic and policy directions, and ensure effective, efficient, and responsive services to the community in a financially sustainable manner which leads to overall community satisfaction.

The second goal of the Executive Management program is related to community engagement. The goal is to reach out to the community on City-related matters that serve the community and to demonstrate transparency and inclusivity in the pursuit of civic governance. Includes managing media relations, the City's website, E-News, videos, social media, the City newsletters and postcards, the City cable channels, and billboards. Coordinate with community groups and volunteers so the community is well informed and engaged in events, services, proposed developments, projects, and local issues and can provide input to the City.

The third goal of the Executive Management program is to prepare for public safety emergencies, such as wildfire, earthquake, flood, and other emergencies by developing and implementing risk mitigation and reduction strategies. The Executive Management program oversees the planning of these strategies in partnership with other departments.

Community Satisfaction

Effective management of overall City operations, communications, departments, and programs contributes to overall community satisfaction with City staff interaction.

Objective 1

Results from the community satisfaction survey conducted in 2025 reported high satisfaction with City services.

Key Performance Measures		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
% of survey respondents indicating that City staff were professional		N/A	91%	N/A	94%
% of survey respondents indicating that City staff were accessible		N/A	89%	N/A	92%
% of survey respondents indicating that City staff were helpful		N/A	81%	N/A	84%
% of residents satisfied with the City's efforts to provide municipal services		N/A	86%	N/A	89%
Description	This set of data is collected as part of the Community Satisfaction Survey that is conducted biennially by True North Research, Inc. This year's survey polled 680 adults in January 2025.				
Purpose	The survey provides a statistically reliable understanding of residents' satisfaction, priorities, and concerns as they relate to services and facilities provided by the City.				
Status	The latest survey was conducted in 2025 and the next survey will be conducted in 2027. Community survey reports can be found at www.cityofsancarlos.org/communitysurveys .				



Workload Measures	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of staff reports reviewed	227	145	185	185

Communications**Objective 2**

The Communications division aims to maintain and expand communications, providing a variety of outreach materials and communication channels that continue to inform, educate, and empower the San Carlos community.

Per the 2025 Community Satisfaction Survey, San Carlos maintains a high overall communications satisfaction level in the 82% to 85% range, coming in at 82% in 2025. The fact that San Carlos residents primarily rely on City-sponsored sources of information to find out about San Carlos news, events, and programming is undoubtedly one of the reasons for this stability in satisfaction over the past 11 years.

Key Performance Measure	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
% residents who are satisfied with the City's communications efforts	N/A	82%	N/A	85%
Description	This data is collected as part of the Community Satisfaction Survey that is conducted biennially by True North Research, Inc. This year's survey polled 680 adults in January 2025.			
Purpose	The survey provides a statistically reliable understanding of residents' satisfaction, priorities, and concerns as they relate to services and facilities provided by the City.			
Status	The latest survey was conducted in 2025 and the next survey will be conducted in 2027. Community survey reports can be found at www.cityofsancarlos.org/communitysurveys .			
Key Performance Measure	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
Open rate for <i>San Carlos Weekly Digest</i>	N/A	80%	80%	80%
# of Facebook post impressions	270,228	273,000	281,190	289,626
# of Instagram post impressions	117,219	120,000	123,600	127,308
# of X post impressions	97,756	100,000	103,000	106,090
# of Nextdoor post impressions	161,141	165,000	169,950	175,049
# active website users	212,000	215,000	221,450	228,094
Description	Digital communications refer to all emailed communications, including the <i>Weekly Digest</i> and all E-News emails. Open rates measure the number of emails opened compared to the number of emails sent. Social media impressions identify the number of times our content was seen, including multiple views by the same user. Number of website users refers to how many unique users visit our site.			



Purpose	Open rates, subscriber numbers, impressions, and number of users all provide snapshots of the reach the City of San Carlos' digital communications have in the community. Open rates for digital communications provide insights into how many subscribers are actually interested in and reading what the City is communicating. Impressions show how many of the City's posts are seen by the community.
Status	The City's email open rates are high, indicating high readership and interest in City emails. As of December 2024, our open rate of 79% is high above the industry standard open rate of 42.1%. The higher the impressions on the City's posts across social media platforms is an indicator that users are viewing our content multiple times (per Hootsuite – a social media marketing and management tool).

Workload Measures	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of digital communications	1,383	1,400	1,400	1,400
# of print publications*	18	21	25	25
# of Council Newsletters	23	23	23	23
# Inform San Carlos users	N/A	501	516	531

*This includes *Spotlight* newsletters, *Good Living* newsletters, postcards, and notices.

Interdepartmental and Interagency Emergency Management	Interdepartmental and interagency emergency management: develop plans and reports, oversee training and exercises, and prepare the Emergency Operations Center, City facilities, and staff for emergencies; collaborate with regional agencies to prepare regional plans and response and partner to provide improved services.
Objective 3	

Key Performance Measure	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
% of residents satisfied with the City's emergency preparation	N/A	87%	N/A	91%
Description	This data is collected as part of the Community Satisfaction Survey that is conducted biennially by True North Research, Inc. This year's survey polled 680 adults in January 2025.			
Purpose	The survey provides a statistically reliable understanding of residents' satisfaction, priorities, and concerns as they relate to services and facilities provided by the City.			
Status	The latest survey was conducted in 2025 and the next survey will be conducted in 2027. Community survey reports can be found at www.cityofsancarlos.org/communitysurveys .			



Workload Measures	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of cross-departmental community preparedness and education workshops hosted	0	0	1	1
# of San Carlos residents who graduated from CERT Academy	7	14	21	28

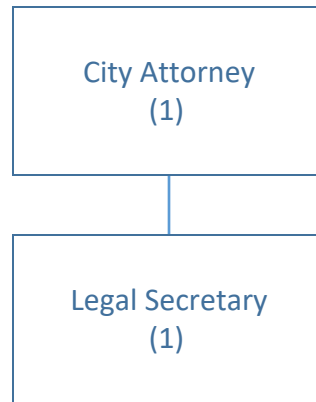
CITY MANAGER (01111000)
BUDGET SUMMARY

EXPENDITURES SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
SALARIES	1,297,475	1,220,686	1,248,980	1,275,450	1,407,300	1,449,000
BENEFITS	649,500	527,958	631,950	561,150	628,600	664,200
PERSONNEL TOTAL ---->	1,946,975	1,748,645	1,880,930	1,836,600	2,035,900	2,113,200
UTILITIES	-	-	-	-	-	-
OFFICE ADMINISTRATIVE	8,600	7,168	8,900	8,900	9,200	9,500
PROFESSIONAL SERVICES	893,000	573,909	812,200	749,200	838,400	867,800
UNIFORMS & SAFETY EQUIPMENT	-	-	-	-	-	-
PROFESSIONAL DEVELOPMENT	24,300	12,166	25,100	19,300	25,900	26,700
COMMUNITY RELATIONS	32,900	8,627	33,900	20,000	34,900	35,900
INSURANCE	-	-	-	-	-	-
VEHICLE USAGE	300	-	300	300	300	300
EQUIPMENT MAINTENANCE	500	-	500	500	500	500
SERIAL BONDS	-	-	-	-	-	-
PROGRAM COSTS	-	-	-	-	-	-
OPERATING EXPENSE	-	-	-	-	-	-
OPERATING EXPENSE TOTAL ---->	959,600	601,870	880,900	798,200	909,200	940,700
CAPITAL OUTLAY	4,300	-	4,400	2,000	4,500	4,600
CAPITAL OUTLAY TOTAL ---->	4,300	-	4,400	2,000	4,500	4,600
EXPENDITURES TOTAL ---->	2,910,875	2,350,514	2,766,230	2,636,800	2,949,600	3,058,500
TRANSFERS OUT	-	-	-	-	-	-
ALLOCATIONS OUT FOR WORKERS COMP	17,200	17,200	17,700	17,700	27,300	28,900
ALLOCATIONS OUT FOR GEN LIAB INSURANCE	5,300	5,300	5,500	5,500	5,100	5,300
TRANSFER OUT TOTAL ---->	22,500	22,500	23,200	23,200	32,400	34,200
EXPENDITURES & TRANSFERS TOTAL ---->	2,933,375	2,373,014	2,789,430	2,660,000	2,982,000	3,092,700
REVENUE SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
BUSINESS REGISTRATION	-	-	-	-	-	-
CHARGES FOR CURRENT SERVICES	-	-	-	-	-	-
FINES & FORFEITURES	-	-	-	-	-	-
FROM OTHER AGENCIES	-	-	-	-	-	-
LICENSES & PERMITS	-	-	-	-	-	-
OTHER REVENUE	124,000	21,600	20,000	21,000	30,000	31,000
OTHER TAX	-	-	-	-	-	-
PROPERTY TAX	-	-	-	-	-	-
SALES TAX	-	-	-	-	-	-
TRANSIENT OCCUPANCY TAX	-	-	-	-	-	-
USE OF MONEY & PROPERTY	-	-	-	-	-	-
VEHICLE IN LIEU	-	-	-	-	-	-
REVENUE TOTAL ---->	124,000	21,600	20,000	21,000	30,000	31,000
GENERAL TRANSFERS IN	-	-	-	-	-	-
ALLOCATIONS IN FROM SEWER	250,300	250,300	257,800	257,800	313,900	323,300
ALLOCATIONS IN FROM NPDES	1,400	1,400	1,400	1,400	1,800	1,900
ALLOCATIONS IN FROM GAS TAX	11,000	11,000	11,300	11,300	11,600	11,900
ALLOCATIONS IN FROM WORK COMP	3,400	3,400	3,500	3,500	3,600	3,700
ALLOCATIONS IN FROM RISK MGT	6,200	6,200	6,400	6,400	6,600	6,800
TRANSFER AND ALLOCATIONS IN TOTAL ---->	272,300	272,300	280,400	280,400	337,500	347,600
REVENUE & TRANSFERS TOTAL ---->	396,300	293,900	300,400	301,400	367,500	378,600
GENERAL FUND NET EXPENSE (REVENUE) ---->	2,537,075	2,079,114	2,489,030	2,358,600	2,614,500	2,714,100



City Attorney Department

Organization Chart



SAN CARLOS SPOTLIGHT

City Attorney

PETITION FOR NEW CITY ATT'Y IN SAN CARLOS

Council Lays Matter On Table; Upholds Incumbent

SAN CARLOS, June 26.—A petition bearing 180 names, recommending to the city council that it appoint Herbert N. DeWolfe, attorney of San Francisco, as city attorney and city judge for San Carlos, was read at last night's council meeting by City Clerk J. M. Edling. The petition was presented at the home of the city clerk by Charles Cooley.

Mayor Cowgill, in response to the request of the petitioners, explained, "that it was absolutely necessary to hold on to an attorney that was considered an authority on municipal laws throughout the state." On motion of Councilman John B. Bryan, seconded by Councilman E. R. Burton, City Attorney Albert S. Mansfield was given a vote of confidence for "the splendid manner in which he has conducted the affairs of San Carlos." The council voted unanimously to lay the petition on the table, on motion of Councilman E. R. Burton, seconded by Councilman Bryan.

Redwood City Tribune, 1931

San Carlos Will Get Big Tax Delinquency

SAN CARLOS, Oct. 26.—City Attorney Albert S. Mansfield reported to the city council last night that he had completed an agreement between the city and the Sierra Finance Corporation wherein the latter agrees to pay \$10,000 in tax delinquencies by April 20, 1935.

The first payment of \$1000 will be in the hands of City Treasurer B. A. Lindberg October 29, said the agreement. City Clerk Lillian A. Lynch and Mayor Asa Hull were authorized to execute the agreement in behalf of the city.

Redwood City Tribune, 1934

Carlos Angry At County Over Sewer City Discovers Moratorium Ignored

Although he called it "thoroughly distasteful," San Carlos City Attorney Michael Aaronson was given authorization by the city council last night to initiate legal action if necessary to prevent further connections into the Hassler Health Home sewer transmission line.

The old line, which serves the southwest areas of San Carlos and the county areas and runs from the Hassler Home to the San Carlos-Belmont sewage treatment plant near San Carlos Airport, has been overloaded by residential development in recent years and in 1962 the city slapped a moratorium on further connections.

The Times, 1965



MICHAEL AARONSON
... New SC attorney

Aaronson Named SC Attorney

SAN CARLOS—Michael Aaronson today was named to succeed his former partner, Melvin E. Cohn, as San Carlos city attorney.

The appointment was confirmed by Mayor Gayton J. DeRosa to be effective immediately.

Aaronson, 53, has been deputy city attorney since 1956 and has worked with the planning commission. Cohn, as city attorney, worked with the city council and handled the city's legal duties.

The appointment keeps the city attorney's post within the firm and the third partner, Kenneth M. Dickerson, is city attorney for Belmont.

Redwood City Tribune, 1963



CITY ATTORNEY DEPARTMENT

Mission

Provide the City, the City Council, and City staff with prompt, high quality, and efficient legal services.

Organization

The Department is comprised of a City Attorney and a Legal Secretary.

Org Code

01151000

Dept #

1510

Description

The City Attorney Department consists of two full-time regular employees.



CITY ATTORNEY DEPARTMENT

Program Name	General Legal Services, Litigation and Specialized Services
Major Services	<ul style="list-style-type: none"> • Advise staff and review contracts • Attend City Council and most Planning Commission meetings • Participate in strategic planning for the City • Participate in negotiations and development projects • Participate in litigation involving the City • Drafting ordinances and resolutions • Overseeing code enforcement • Ensuring Public Records Act and Brown Act compliance • Overseeing election law • Participating in emergency management operations
FY 2024-25 Accomplishments	<ul style="list-style-type: none"> • Advised on trails plan updates and implementation • Provided ethics advice to the City Council and Planning Commissioners • Assisted staff in the downtown plan and parklet program • Participated in Brown Act training for new and existing commissioners • Monitored liability claims with PLAN JPA appointed defense counsel • Supervised outside counsel on settlement of eminent domain litigation • Oversaw numerous Public Records Act requests • Advised staff on density bonus project provisions and conditions of approval • Reported on recent litigation and legislation • Participated in Risk Management program meetings • Proactively addressed citizen concerns and issues related to easements, boundary disputes, development issues, and tree maintenance • Participated in the implementation of the San Carlos Strategic Plan • Analyzed and provided interpretation regarding the Pulgas Ridge Trail connection • Settled issues related to easement boundary • Assisted staff in logistics of the childcare grant program • Assisted staff in negotiating a contract with Redwood City for Fire Service Assistance • Assisted staff in negotiating a contract with the County of San Mateo for law enforcement services

**FY 2025-27 Goals**

- Implement the Strategic Plan
- Draft new ordinances as mandated by state or federal law or as directed by the City Council
- Advise on the many residential and commercial housing projects being proposed
- Work and advise on establishing process and implementation for the East Side Innovation District Visioning Plan
- Assist in the development of affordable housing projects and units
- Advise the Fire Department concerning disaster preparedness and fire issues
- Monitor legislation, claims, and litigation
- Update the municipal code
- Advise staff and assist in the implementation of the City trails plan
- Assist the City Council and staff by providing prompt and effective legal representation with emphasis on cost effective solutions or appropriate defense with proactive advice on issues facing the City
- Assist and provide legal advice for the Downtown and Northeast Specific Plans
- Advise on major development projects
- Develop a system to capture the City Attorney's time devoted to development projects and code enforcement as a budget offset
- Establish internal enforcement procedures for minimum wage violations, which had formerly been contracted out to the City of San Jose's Office of Equality Assurance

**Program Goals**

The goal of the Legal Services, Litigation, and Specialized Services Program is to provide leadership, oversight, and support to ensure that the City organization, including City officials, management, and staff, receive high quality legal support. This goal includes litigation and specialized services to evaluate, analyze, and make recommendations to the City Manager and City Council with the goal of reducing litigation costs, claims liabilities, and cost of lawsuits.

**General Legal
Services,
Litigation and
Specialized
Services
Objective**

Prompt and effective legal review related to legal inquiries and official documents, such as contracts, ordinances, resolutions, agreements, etc. Includes legal support to all City departments, litigation review and support, advising City Council, staff and commissioners, and managing unanticipated or specialized legal services.

Key Performance Measure		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
\$ collected as cost recovery for development projects		N/A	N/A	\$1,272	\$1,272
Description	This measure tracks the dollar amount the City Attorney's office recovers for development projects.				
Purpose	By collecting money as cost recovery, the City Attorney budget cost would be reduced by the amount recovered.				
Status	This is a new metric introduced for FY 2024-25. There was insufficient data in FY 2023-24 and FY 2024-25 for this measure; therefore, data for FYs 2024-25 and 2025-26 is not available. The trend of cost recovery for development projects will resume in FY 2025-26 and is expected to continue through FY 2026-27.				

Workload Measures	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
\$ of contract counsel services monitored	\$109,509	\$115,000	\$110,000	\$115,000
Total # of code enforcement cases	4	5	5	5
Council, public, and staff meetings attended	50	51	51	51
# of contracts reviewed	194	200	210	215
# of ordinance amendments	11	10	11	11
Hours spent responding to public inquiries	120	130	120	125

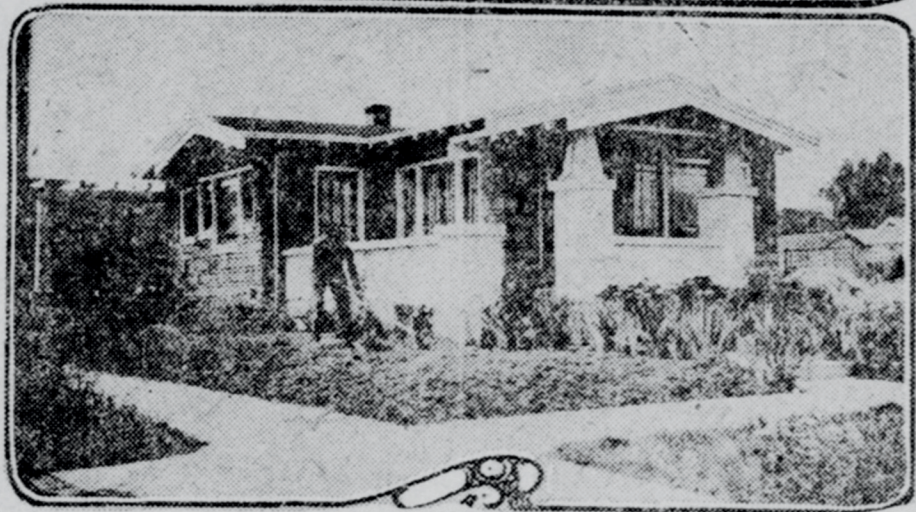
CITY ATTORNEY/LEGAL SERVICES (01151000)
BUDGET SUMMARY

EXPENDITURES SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
SALARIES	413,750	370,942	426,150	443,400	461,750	475,250
BENEFITS	199,100	187,192	201,400	190,525	201,200	212,600
PERSONNEL TOTAL ---->	612,850	558,134	627,550	633,925	662,950	687,850
UTILITIES	-	-	-	-	-	-
OFFICE ADMINISTRATIVE	6,000	8,575	11,200	11,200	11,500	11,800
PROFESSIONAL SERVICES	241,900	71,330	125,800	125,800	258,300	266,000
UNIFORMS & SAFETY EQUIPMENT	-	-	-	-	-	-
PROFESSIONAL DEVELOPMENT	38,000	4,024	38,800	10,000	40,000	41,200
COMMUNITY RELATIONS	-	-	-	-	-	-
INSURANCE	-	-	-	-	-	-
VEHICLE USAGE	-	-	-	-	-	-
EQUIPMENT MAINTENANCE	-	-	-	-	-	-
SERIAL BONDS	-	-	-	-	-	-
PROGRAM COSTS	-	-	-	-	-	-
OPERATING EXPENSE	-	-	-	-	-	-
OPERATING EXPENSE TOTAL ---->	285,900	83,929	175,800	147,000	309,800	319,000
CAPITAL OUTLAY	-	-	-	-	-	-
CAPITAL OUTLAY TOTAL ---->	-	-	-	-	-	-
EXPENDITURES TOTAL ---->	898,750	642,062	803,350	780,925	972,750	1,006,850
TRANSFERS OUT	-	-	-	-	-	-
ALLOCATIONS OUT FOR WORKERS COMP	4,800	4,800	4,900	4,900	7,600	8,000
ALLOCATIONS OUT FOR GEN LIAB INSURANCE	1,600	1,600	1,600	1,600	1,400	1,400
TRANSFER OUT TOTAL ---->	6,400	6,400	6,500	6,500	9,000	9,400
EXPENDITURES & TRANSFERS TOTAL ---->	905,150	648,462	809,850	787,425	981,750	1,016,250
REVENUE SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
BUSINESS REGISTRATION	-	-	-	-	-	-
CHARGES FOR CURRENT SERVICES	-	-	-	-	-	-
FINES & FORFEITURES	-	-	-	-	-	-
FROM OTHER AGENCIES	-	-	-	-	-	-
LICENSES & PERMITS	-	-	-	-	-	-
OTHER REVENUE	-	-	-	-	-	-
OTHER TAX	-	-	-	-	-	-
PROPERTY TAX	-	-	-	-	-	-
SALES TAX	-	-	-	-	-	-
TRANSIENT OCCUPANCY TAX	-	-	-	-	-	-
USE OF MONEY & PROPERTY	-	-	-	-	-	-
VEHICLE IN LIEU	-	-	-	-	-	-
REVENUE TOTAL ---->	-	-	-	-	-	-
GENERAL TRANSFERS IN	-	-	-	-	-	-
ALLOCATIONS IN FROM SEWER	197,300	197,300	203,200	203,200	247,500	254,900
ALLOCATIONS IN FROM NPDES	2,800	2,800	2,900	2,900	3,800	3,900
ALLOCATIONS IN FROM GAS TAX	20,600	20,600	21,200	21,200	21,800	22,500
ALLOCATIONS IN FROM WORK COMP	5,200	5,200	5,400	5,400	5,600	5,800
ALLOCATIONS IN FROM RISK MGT	19,800	19,800	20,400	20,400	21,000	21,600
TRANSFER AND ALLOCATIONS IN TOTAL ---->	245,700	245,700	253,100	253,100	299,700	308,700
REVENUE & TRANSFERS TOTAL ---->	245,700	245,700	253,100	253,100	299,700	308,700
GENERAL FUND NET EXPENSE (REVENUE) ---->	659,450	402,762	556,750	534,325	682,050	707,550

SAN CARLOS THROUGH THE YEARS - 1920S

Unique Postoffice Now in Operation Down at San Carlos

Through the splendid foresight of the late Nathaniel J. Britten, the first postmaster of San Carlos, that city enjoys the unique and convenient postal facilities which will doubtless become universal after the great transportation systems of the county are taken over and operated by the government. The system referred to is that of having the central or principal post office located in the railroad station building or a suitable annex where the distribution and delivery of mail should naturally begin. The early commuters particularly appreciate this fine system whereby they find their morning mail and daily paper awaiting them in their box at the depot postoffice.



Home of Rudolph Schott, Elm street, San Carlos, one of the thirty-six bungalows completed during the past few months in the garden home community down the peninsula.

10% BUYS A HOME

The balance you may pay
each month like rent.

36 New Homes Completed
16 Under Construction

All are sold but 3—Come and see them Sunday

San Carlos

Commuters' Garden Homes

Down the Peninsula in the Land of Sunshine,
Fruit and Flowers

See the gardens, orchards and homes; oranges, lemons, figs, walnuts, almonds, vegetables, and, above all, contented families and happy, healthy children.

Large Lots \$80 Cash and \$8 a Mo.
Come Sunday. I am on the property all day.

FRED H. DRAKE

464 California Street

Phone
Sutter
344
Kearny
601



Bus at 5th and Market
Trains at 3d and Townsend
June 09, 2025

New Water Rates for San Carlos Are Fixed by R. R. Commission

A schedule of domestic water rates for San Carlos was established yesterday by the Railroad Commission upon the application of Fred H. Drake, agent for the Mercantile Trust Company of San Francisco. The new rates are an increase over the present charge of 22 1-2 cents a hundred cubic feet, with a minimum charge of \$1. these rates being practically the wholesale charges by the Spring Valley Water Company, the source of the supply, and made no provision for losses in transit, costs of maintenance of the distributing system or for collections.

As the water company is an adjunct to a real estate promotion of a tract only partially developed, the commission points out that full return cannot be allowed at this time. The rate schedule established is as follows:

Monthly minimum charges for metered use: For 3-4 inch and 5-8 inch meters, \$1.50; for 1 inch meter, \$2.50; for 1 1-2 inch meter, \$3.75; for 2 inch meter, \$5.

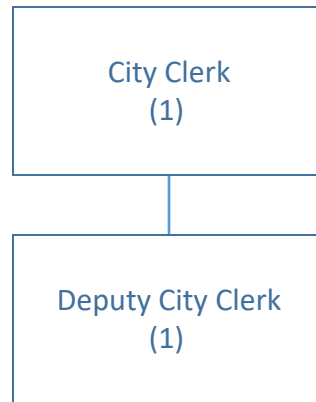
Monthly quantity rates: For use between 0 and 3000 cubic feet, per 100 cubic feet, 40 cents; all used over 3000 cubic feet, per 100 cubic feet, 35 cents.

Packet Pg. 334



City Clerk Department

Organization Chart





SAN CARLOS SPOTLIGHT

City Clerk



City Clerk's Office, 1968

Two Women Seeking SC City Clerk Position

Mrs. Adeline Ellison pledges to serve the people of San Carlos with "promptness, efficiency and courtesy" if elected to the city clerk's post.

A former pilot in the air transport command during the war, Mrs. Ellison declares that "I have never yet undertaken a job which I could not successfully carry out. This is no exception."

Now employed as office manager of the Admiral Hardwood Floor Co. in Belmont, Mrs. Ellison has a background which includes bookkeeping, shorthand, typing and office management.

She lives with her husband, Robert, at 381 Cedar St. There are two children, Andrea Ann, 3½, and Bobby, 2.

A native of Chicago, Mrs. Ellison has been a resident of California for the past five years and of San Carlos for two years.

"I would consider it a privilege," she stated, "to serve the city of San Carlos as city clerk. I know I can handle the duties of the office."

Prior to the war Mrs. Ellison was active in the Civilian Air Patrol, where she was personnel officer for the Illinois Wing.

While in the ATC the candidate piloted everything from trainers to bombers. She studied



Adeline Ellison

at the U. S. Army Air Forces school of applied tactics at Orlando, Fla., and was active in Red Cross work.

"If I can accomplish these things," she declared, "the job of city clerk should be no more of a challenge."



Kathleen Grant

"There is no substitute for experience" is the campaign slogan of Miss Kathleen M. Grant as she seeks to be returned to the office of city clerk.

Miss Grant has a record of 23 years in the business world, including training in the legal field, in business administration,

accounting, personnel administration and managerial capacities.

Included among her experience is four years' service with the Navy Department, the War Relocation Authority and the Office of Transportation.

Among her duties with the latter agency were management of the district office of the Transport Division and training examiners and stenographers.

Miss Grant was appointed secretary of the San Carlos Civil Service Commission in 1947 and in 1948 was named deputy clerk under Clerk Beatrice Roberts.

When the latter resigned last August, the present clerk took over full duties, in addition to serving as ex-officio clerk of the council and the civil service commission.

She has a thorough knowledge of city ordinances and of state laws affecting the city, of municipal accounting and of preparation of financial statements, according to her supporters.

Miss Grant, no relation to the city treasurer, Harry L. Grant, is a native of Santa Clara. She attended school in Redwood City and San Francisco and has lived in San Carlos for 12 years.

Her home is at 416 Chestnut St.

SC Clerk Named Purchasing Agent

City Clerk Kathleen M. Grant today was named acting purchasing agent of San Carlos, following the resignation of Mrs. Queena Herrero, secretary to the city council.

Mayor Newell F. Sharkey announced the appointment, explaining a new secretary will not be hired to replace Mrs. Herrero until a city administrator takes office.

He previously declared the administrator, approved by vote last September, would be hired in "June or July."

Mrs. Herrero announced her resignation last week. She said she was quitting to accept another job after serving as confidential secretary to former City Mgr. Howard Brod.



CITY CLERK-COMMUNITY RELATIONS DEPARTMENT

Mission

Provide the residents of San Carlos, the City Council, and staff with access to public records and ensure all facets of agenda preparation, public meetings, and municipal elections are conducted according to state law.

Organization

The Department is comprised of the Director of Community Relations/City Clerk and a Deputy City Clerk.

Org Code

01121000

Dept #

1210

Description

Under the direction of the Director of Community Relations/City Clerk, the City Clerk Department consists of two full-time employees.



CITY CLERK-COMMUNITY RELATIONS DEPARTMENT

Program Name Council and City Manager Support

Major Services

- Agenda process management and meeting support
- Administration of municipal elections
- City Council/Treasurer candidate assistance and orientation
- Research and retrieval of records
- Maintenance of the City's records retention schedule
- Recruitment management for the City's Commissions
- New commissioner orientation
- Compliance Officer for the Fair Political Practices Commission
- Mailroom management and legal process service receipt for all departments
- Provide notary services for City business

FY 2024-25 Accomplishments

- Conducted a municipal election for three elected seats (two City Council and the City Treasurer) and a ballot measure
- Onboarded a new councilmember
- Coordinated with the County Election's Office to prepare vote centers and ballot drop-boxes for the November 5, 2024 and March 4, 2025 elections, including a drive-up ballot drop-off station for the November election
- Coordinated a Council reorganization ceremony with a tribute honoring an outgoing councilmember
- Delivered ongoing training sessions on the City's Document Management System for new employees and provided refresher courses
- Ensured compliance with Ethics Training and the Fair Political Practices Commission's Statement of Economic Interests and Campaign Statements
- Managed Commission reappointments and recruitments and provided orientations to new members
- Continued to manage the mailroom for all City departments; processed over 21,000 pieces of mail
- Continued to provide proof of life verification services
- Managed testing group in preparation for OnBase Cloud migration
- Contributed to the Library's Makerspace Task Force
- Updated City's Conflict of Interest Code
- Conducted five public project bid openings
- Coordinated five City Hall youth tours/visits
- Managed web enabled applications that provide the public with self-service tools to search City records (public meeting portal, PRA system, document repository)
- Collaborated with all departments to publish over 32 legal notices, including, but not limited to, public hearings, notice of election, financial transaction report summaries, notice of bids and ordinance summaries
- Conducted a request for proposals (RFP) for publication of legal ad services
- Managed and maintained the City's Do Not Knock and Refusal of Consent Registries

FY 2025-27 Goals

- Research agenda management systems
- Implement ethics training module to current e-filing platform
- Update Citywide Records Retention Schedule in FY 2025-26
- Conduct a Municipal Election in FY 2026-27
- Update the City's Conflict of Interest Code in FY 2026-27

June 09, 2025

Packet Pg. 338

**Program Goals**

The goal of Council and City Manager Support is to: facilitate the Council agenda process for the City Manager and support the Council during its meetings; facilitate the legislative process in compliance with legal requirements for timely notifications and open meetings; oversee the contract with the County of San Mateo for municipal elections according to state law and assist and orient local candidates; coordinate and monitor permanent, non-permanent and historical records; and respond to requests for public records in accordance with the City's records retention schedule and state law.

**Agenda Process
Management and
Meeting Support**
Objective 1

Agenda process management, meeting support, and management of commission appointment process.

The City Clerk's Department provides meeting support to the City Council. This includes preparation of agenda packets and post meeting records (i.e., minutes, resolutions, ordinances, contracts). Timely preparation of agendas, post meeting materials, and meeting videos are essential in providing transparency to the public.

Key Performance Measure		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
% of Council meeting minutes approved within three regular meetings		100%	100%	100%	100%
Description	After each Council meeting, the City Clerk's office prepares minutes to document the actions Council took and provides them to the Council at a subsequent meeting for approval.				
Purpose	This promotes transparency by providing the public with access to Council actions in a timely manner.				
Status	The City Clerk's Office has maintained a high-performance level with 100% of minutes approved within three regular council meetings and anticipates maintaining this level of performance.				

Workload Measures	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of staff reports finalized	227	145	185	185
# of public meetings supported	31	29	30	30
# of meeting videos prepared and posted	20	21	21	21
# of resolutions and ordinances processed	163	125	140	140
# of proclamations and certificates prepared	43	33	44	44
# of commission applications received	17	18	5	5
# of commissioners oriented	42	6	2	2
# of City booths at Farmers' Market coordinated	11	10	12	12

**Elections
Management****Objective 2**

Elections management and support.

Elections give our community a voice in government. As the City's Elections Official, the City Clerk is trusted to submit accurate and timely information about candidates and ballot measures for the public to make informed decisions with their votes.

Key Performance Measure		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
% of elections held without error		100%	100%	100%	100%
Description	The City Clerk's Office collaborates with the County Elections Office to oversee municipal elections, managing key responsibilities of the electoral process in accordance with State and Federal election laws.				
Purpose	Effective administration of the election process upholds the people's right to vote by ensuring a swift, thorough, and accurate process.				
Status	The City Clerk's Office, recognized for its impartiality and integrity, has consistently managed election materials with precision and efficiency. Committed to transparency, the office will continue to provide timely and accurate information to the public, ensuring confidence in the electoral process.				

Workload Measures	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of interested candidates assisted	4	0	5	0
# of measures on the ballot	1	0	1	0

**Records
Management****Objective 3**

Management of City records and public records requests.

The City Clerk's Department serves as the Records Manager for the City and as such, coordinates all public records requests and assists with research, indexing, storing and retrieval of records. Timely response to public records requests is a priority as it is not only legally mandated but provides high quality public service.

Digitizing long-term and permanent records not only reduces storage cost and saves time in retrieval, but also enables staff, outside agencies and the community to independently perform searches and easily access records.

Key Performance Measure		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
% of Public Records Act requests responded to within 5 days		100%	100%	100%	100%
Description	The California Public Records Act mandates that requests be responded to within 10 days of receipt, either by providing the requested records or notifying the requester that additional time is needed to gather them. Our office exceeds this requirement, striving to respond within half the legally mandated timeframe.				
Purpose	The accurate collection, preservation, and accessibility of official documents ensure a quick turnaround to meet public interest and legal requirements.				
Status	The City Clerk's Office consistently delivers this vital public service with efficiency and fairness and remains committed to upholding these high standards.				

Workload Measures	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of public records requests processed	395	426	430	430
# of long-term and permanent records boxes added to City's electronic document management system	21	10	15	20
# of agreements/contracts finalized and processed into document management system	322	263	290	290
# of boxes destroyed from the records center past the City's Records Retention Schedule	45	30	25	25

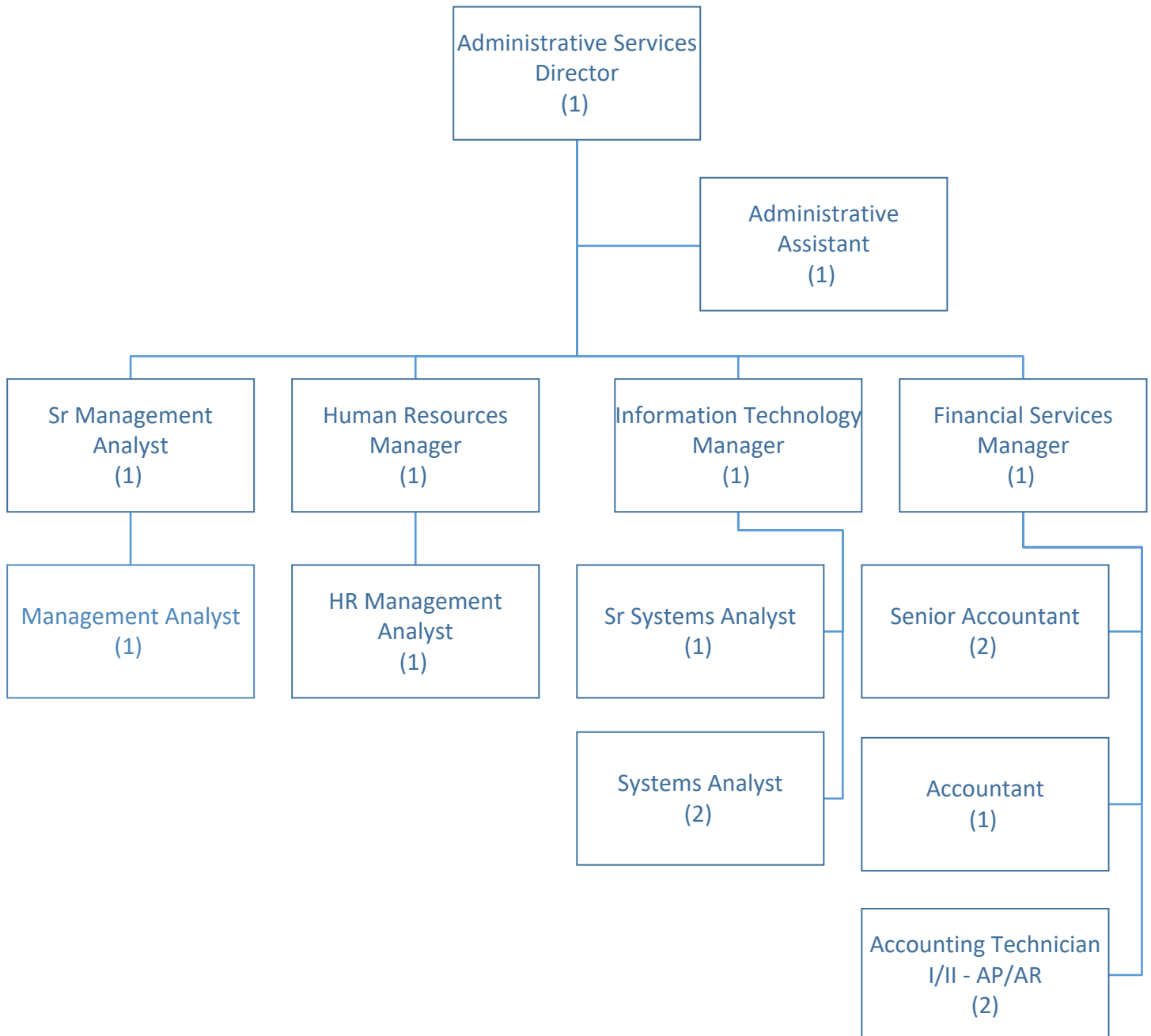
CITY CLERK (01121000)
BUDGET SUMMARY

EXPENDITURES SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
SALARIES	284,450	293,997	295,550	327,900	349,750	360,150
BENEFITS	151,200	131,378	154,800	141,400	172,500	182,400
PERSONNEL TOTAL ---->	435,650	425,375	450,350	469,300	522,250	542,550
UTILITIES	-	-	-	-	-	-
OFFICE ADMINISTRATIVE	89,600	33,698	90,800	44,500	93,500	96,300
PROFESSIONAL SERVICES	187,600	92,876	297,600	225,000	302,800	308,100
UNIFORMS & SAFETY EQUIPMENT	-	-	-	-	-	-
PROFESSIONAL DEVELOPMENT	5,300	5,714	6,900	6,900	7,100	7,300
COMMUNITY RELATIONS	15,900	12,841	16,400	16,400	16,900	17,400
INSURANCE	-	-	-	-	-	-
VEHICLE USAGE	-	-	-	-	-	-
EQUIPMENT MAINTENANCE	-	-	-	-	-	-
SERIAL BONDS	-	-	-	-	-	-
PROGRAM COSTS	-	-	-	-	-	-
OPERATING EXPENSE	-	-	-	-	-	-
OPERATING EXPENSE TOTAL ---->	298,400	145,129	411,700	292,800	420,300	429,100
CAPITAL OUTLAY	-	-	-	-	-	-
CAPITAL OUTLAY TOTAL ---->	-	-	-	-	-	-
EXPENDITURES TOTAL ---->	734,050	570,504	862,050	762,100	942,550	971,650
TRANSFERS OUT	-	-	-	-	-	-
ALLOCATIONS OUT FOR WORKERS COMP	4,800	4,800	4,900	4,900	7,600	8,000
ALLOCATIONS OUT FOR GEN LIAB INSURANCE	1,400	1,400	1,400	1,400	1,300	1,300
TRANSFER OUT TOTAL ---->	6,200	6,200	6,300	6,300	8,900	9,300
EXPENDITURES & TRANSFERS TOTAL ---->	740,250	576,704	868,350	768,400	951,450	980,950
REVENUE SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
BUSINESS REGISTRATION	-	-	-	-	-	-
CHARGES FOR CURRENT SERVICES	-	-	-	-	-	-
FINES & FORFEITURES	-	-	-	-	-	-
FROM OTHER AGENCIES	-	-	-	-	-	-
LICENSES & PERMITS	-	-	-	-	-	-
OTHER REVENUE	1,000	376	1,000	500	500	500
OTHER TAX	-	-	-	-	-	-
PROPERTY TAX	-	-	-	-	-	-
SALES TAX	-	-	-	-	-	-
TRANSIENT OCCUPANCY TAX	-	-	-	-	-	-
USE OF MONEY & PROPERTY	-	-	-	-	-	-
VEHICLE IN LIEU	-	-	-	-	-	-
REVENUE TOTAL ---->	1,000	376	1,000	500	500	500
GENERAL TRANSFERS IN	-	-	-	-	-	-
ALLOCATIONS IN FROM SEWER	100,100	100,100	103,100	103,100	125,600	129,400
ALLOCATIONS IN FROM NPDES	1,400	1,400	1,400	1,400	1,800	1,900
ALLOCATIONS IN FROM GAS TAX	10,600	10,600	10,900	10,900	11,200	11,500
ALLOCATIONS IN FROM WORK COMP	2,600	2,600	2,700	2,700	2,800	2,900
ALLOCATIONS IN FROM RISK MGT	7,500	7,500	7,700	7,700	7,900	8,100
TRANSFER AND ALLOCATIONS IN TOTAL ---->	122,200	122,200	125,800	125,800	149,300	153,800
REVENUE & TRANSFERS TOTAL ---->	123,200	122,576	126,800	126,300	149,800	154,300
GENERAL FUND NET EXPENSE (REVENUE) ---->	617,050	454,128	741,550	642,100	801,650	826,650



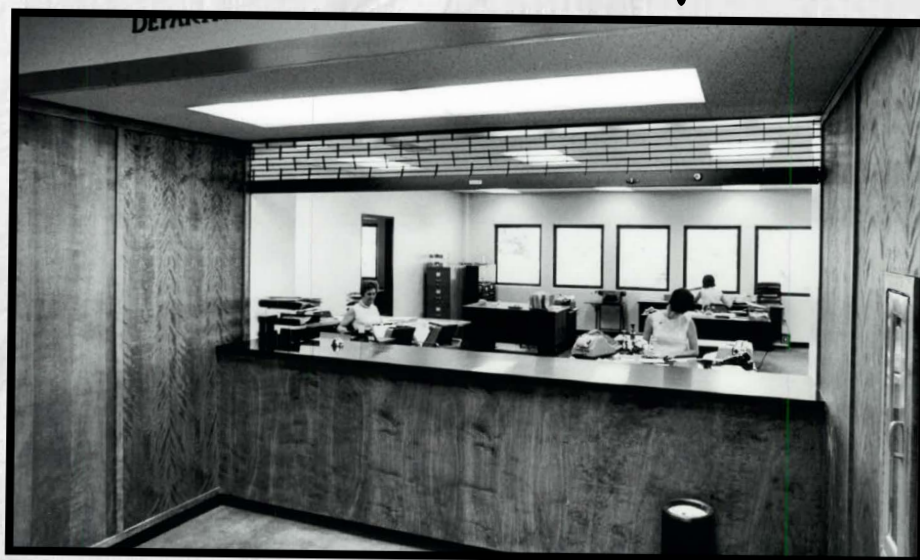
Administrative Services Department

Organization Chart



SAN CARLOS SPOTLIGHT

Administrative Services Department



Finance Department 1968

San Carlos Vote on Use Of Sales Tax

SAN CARLOS — City Councilman Joseph Callahan says it should be put up to the people whether they want to go along with city services the way they are or whether they want to change the sales tax restriction so the city can expand its services to the public.

A big fire yesterday afternoon, Callahan said, dramatized the need for a third fire station which the city plans to eventually build at Howard avenue and Alameda de las Pulgas.

He noted that funds are available to build the station, but that the \$40,000 per year needed to operate the station is not available.

The reason for this, the councilman contends, is the requirement that 60 per cent of the city sales tax revenue must be allocated for reduction of property taxes.

This was done by a vote of the people, and it will have to be by a vote of the people to remove the restriction if the city is to increase the amount of services it is going to render, Callahan said.

San Mateo Times, 1959

Employee Pay Boost In S.C. Gets Approval

(Times Peninsula News Service)

SAN CARLOS, March 29. — A proposed new salary schedule which would cut one year off the increment time for this city's 60 civil service employees and would grant substantial increases to a number of employees has received the preliminary approval of the city council.

The proposed schedule, prepared by city department heads, has been submitted to the city civil service commission for study and recommendations.

The new schedule would allow an employee to reach the maximum in his pay scale in 42 months. Under the present salary schedule it takes 54 months to go from the minimum to the maximum of the salary range.

Scales Told

City Clerk Kathleen M. Grant said she does not know how much the new schedule, if adopted, would add to the city's payroll, since the proposed schedule provides new pay scales based on the reclassification of employees in the street department and the creation of some new positions in the city government.

Police and firemen would start at \$332 a month under the new schedule, as compared to \$336 under the present schedule. But increments would be greater until the \$415 maximum, \$1 higher than at present, is reached.

New Schedule

Street department workers, presently classified only as laborer or gardener, would be reclassified into a number of categories under the new schedule, including laborer, gardener, custodian, maintenance man (semi-skilled), maintenance man (skilled) and assistant foreman.

The new schedule would establish the positions of street department foremen, building inspector, deputy tax collector and recreation superintendent in a pay grade ranging from \$519 to \$649 a month, as compared to the present scale of \$440 to \$518 a month.

The pay scale for police sergeants and fire lieutenants would be increased from the present \$362-\$440 to a scale of \$371-\$454. Police lieutenants and fire captains would be upped from the present scale of \$414-\$492 to \$415-\$519.

Minimums

The minimum pay scale for any city employee would begin at \$252 and go to a maximum of \$314, eliminating the present scale of \$207-\$285.

Department heads based their proposed salary schedule on the schedules now in effect for employees of San Mateo county and of the city of Redwood City.

The Times, 1956



ADMINISTRATIVE SERVICES DEPARTMENT

Mission

Provide overall management of the City's administrative services, execute the City's administrative policies, and ensure that the City organization, including officials, management, and staff receive high quality, effective and efficient administrative support.

Organization

The department is comprised of Administration/Risk Management (Workers' Compensation & General Liability), Finance Division, Human Resources Division, and Information Technology Division

Org Code

01000000, 01210000-01213000, 32321000-35351000, 93931000

Dept

2100-2130, 3210-3510, 9310

Description

Under the direction of the Administrative Services Director, the Administrative Services Department consists of 16 full-time regular employees in four programs.

Program	Management
Administration/Risk Management (4 FTEs)	Administrative Services Director/Senior Management Analyst
Finance (6 FTEs)	Financial Services Manager
Human Resources (2 FTEs)	Human Resources Manager
Information Technology (4 FTEs)	Information Technology Manager



**ADMINISTRATIVE SERVICES DEPARTMENT
BUDGET SUMMARY (General Fund only)**

EXPENDITURES SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
SALARIES	2,344,650	2,196,217	2,423,950	2,465,400	2,686,800	2,767,600
BENEFITS	1,300,400	1,039,270	1,321,600	1,140,600	1,362,700	1,438,600
PERSONNEL TOTAL ---->	3,645,050	3,235,487	3,745,550	3,606,000	4,049,500	4,206,200
UTILITIES	109,600	126,264	112,900	112,900	121,300	124,900
OFFICE ADMINISTRATIVE	249,500	204,592	261,000	260,000	147,500	152,000
PROFESSIONAL SERVICES	1,058,500	977,355	1,090,200	1,005,400	987,900	1,017,600
UNIFORMS & SAFETY EQUIPMENT	-	-	-	-	-	-
PROFESSIONAL DEVELOPMENT	83,000	48,590	85,400	85,400	88,100	90,800
COMMUNITY RELATIONS	11,400	5,823	11,700	11,700	12,100	12,500
INSURANCE	-	-	-	-	-	-
VEHICLE USAGE	1,600	104	1,600	1,600	1,600	1,600
EQUIPMENT MAINTENANCE	385,800	272,213	397,300	397,300	619,200	637,700
SERIAL BONDS	-	-	-	-	-	-
PROGRAM COSTS	-	-	-	-	-	-
OPERATING EXPENSE	-	-	-	-	-	-
OPERATING EXPENSE TOTAL ---->	1,899,400	1,634,941	1,960,100	1,874,300	1,977,700	2,037,100
CAPITAL OUTLAY	21,800	8,834	22,500	7,000	23,200	23,900
CAPITAL OUTLAY TOTAL ---->	21,800	8,834	22,500	7,000	23,200	23,900
EXPENDITURES TOTAL ---->	5,566,250	4,879,262	5,728,150	5,487,300	6,050,400	6,267,200
TRANSFERS OUT	-	-	-	-	-	-
ALLOCATIONS OUT FOR WORKERS COMP	38,600	38,600	39,700	39,700	61,000	64,300
ALLOCATIONS OUT FOR GEN LIAB INSURANCE	40,700	40,700	41,900	41,900	46,900	48,300
TRANSFER OUT TOTAL ---->	79,300	79,300	81,600	81,600	107,900	112,600
EXPENDITURES & TRANSFERS TOTAL ---->	5,645,550	4,958,562	5,809,750	5,568,900	6,158,300	6,379,800
REVENUE SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
BUSINESS REGISTRATION	1,265,900	1,342,096	1,316,600	1,370,800	1,368,700	1,422,800
CHARGES FOR CURRENT SERVICES	-	2,451	-	400	-	-
FINES & FORFEITURES	100	250	100	100	100	100
FROM OTHER AGENCIES	-	-	-	-	-	-
LICENSES & PERMITS	-	-	-	-	-	-
OTHER REVENUE	309,500	292,922	225,900	195,100	111,300	114,600
OTHER TAX	-	-	-	-	-	-
PROPERTY TAX	-	-	-	-	-	-
SALES TAX	-	-	-	-	-	-
TRANSIENT OCCUPANCY TAX	-	-	-	-	-	-
USE OF MONEY & PROPERTY	939,200	5,535,406	1,010,500	593,300	1,673,800	1,724,100
VEHICLE IN LIEU	-	-	-	-	-	-
REVENUE TOTAL ---->	2,514,700	7,173,126	2,553,100	2,159,700	3,153,900	3,261,600
GENERAL TRANSFERS IN	-	-	-	-	-	-
ALLOCATIONS IN FROM SEWER	1,175,500	1,175,500	1,210,800	1,210,800	1,474,700	1,519,000
ALLOCATIONS IN FROM NPDES	15,000	15,000	15,400	15,400	20,100	20,800
ALLOCATIONS IN FROM GAS TAX	22,800	22,800	23,400	23,400	24,000	24,600
ALLOCATIONS IN FROM WORK COMP	94,800	94,800	97,600	97,600	100,500	103,600
ALLOCATIONS IN FROM RISK MGT	113,500	113,500	116,900	116,900	120,400	124,000
TRANSFER AND ALLOCATIONS IN TOTAL ---->	1,421,600	1,421,600	1,464,100	1,464,100	1,739,700	1,792,000
REVENUE & TRANSFERS TOTAL ---->	3,936,300	8,594,726	4,017,200	3,623,800	4,893,600	5,053,600
GENERAL FUND NET EXPENSE (REVENUE) ---->	1,709,250	(3,636,164)	1,792,550	1,945,100	1,264,700	1,326,200



ADMINISTRATIVE SERVICES DEPARTMENT

Program Name	Administration/Risk Management
Organization	4 FTEs: Administrative Services Director, Senior Management Analyst, Management Analyst, Administrative Assistant
Major Services	<ul style="list-style-type: none"> • Strategic planning/special projects oversight • Project management • Board of Directors for the Pooled Liability Assurance Network Joint Powers Authority (PLAN JPA) and Cities Group, currently staff are serving as President of the Board for both JPAs • Liaison for all public safety contracts • General liability insurance oversight • Workers' compensation and general liability claims program administration • Citywide safety and risk management committees management • Procurement assistance and guidance
FY 2024-25 Accomplishments	<ul style="list-style-type: none"> • Submitted two FEMA applications for the 2022-23 winter storm disasters and received a total of \$722,000 in reimbursement funds • Updated the Heat Illnesses Prevention Program per new CalOSHA regulations • Rolled out the Department of Transportation Clearinghouse Registration Program as required by the Federal Motor Carrier Safety Administration (FMCSA) • Internally audited 110 contracts in effort to ensure compliance with Municipal Code and to better record and track City contracts • Joined the Bay Area Procurement Alliance (BAPA) and proactively engaged in receiving purchasing resources • Conducted citywide annual contracts and purchasing training
FY 2025-27 Goals	<ul style="list-style-type: none"> • Review and update existing safety plans as needed • Continue to manage the claims administration process for workers' compensation and general liability claims and incidents • Work with new workers compensation provider to provide a seamless transition to the employees • Continue to work with FEMA on the Public Assistance Grant reimbursement process related to the severe storms and flooding during the winter of 2022-23 for the remaining request of \$880,000 • Strategize and implement a plan to reduce workers' compensation claims

**Program Goals**

The goal of Administration is to provide leadership, oversight, and support to ensure that the City organization, including officials, management, and staff, receive high quality administrative support services.

The goal of the Risk Management program is to develop City safety policies and procedures and insure assets to minimize and protect the City's resources against risk or liability.

Leadership and Management Objective 1

Manage the Administrative Services Department Divisions and serve on the Board of Directors for the Pooled Liability Assurance Network Joint Powers Authority (PLAN JPA), Cities Group, and the SBWMA Finance Committee as the City's representative.

Key Performance Measure		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of board/committee meetings attended		11	20	15	15
Description	This measure tracks the number of board meetings as well as committee meetings attended for the PLAN JPA, Cities Group, and SBWMA Finance Committee. The PLAN JPA is a joint powers insurance authority consisting of 28 member cities under the PLAN JPA and six members under Cities Group.				
Purpose	Active involvement in a JPA board ensures effective collaboration among agencies, aligning shared goals, and maximizing collective benefits. The City's participation in PLAN JPA and Cities Group board meetings and special committee meetings has helped make important decisions on the operation of the program and claims administration, accounting and finance, risk control, loss prevention, actuarial services, and training.				
Status	While the JPAs and JPA committees meet regularly throughout the year, board members also meet for special meetings as specific issues or urgent matters come up.				

Workload Measures	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of citywide staff reports reviewed	227	145	185	185
# of department staff reports reviewed	56	60	50	50
# of policies reviewed/updated/created	2	10	3	3
# of contracts audited	240	200	225	225

**Risk Management
Objective 2**

Manage the City's General Liability insurance, Workers' Compensation claims and Americans with Disabilities Act (ADA) coordination.

The objective of the Risk Management program is to protect the City's resources against risks or liability.

Key Performance Measure		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
Total injury days lost		319	360	330	300
Description	This measure tracks the number of calendar days employees are unable to work due to a work-related injury. The method of tracking is consistent with the CalOSHA annual reporting requirement. CalOSHA requires tracking up to 180 days for each claim.				
Purpose	Injury days lost is a key indicator of workplace safety.				
Status	The City's workers' compensation cases are on average small; therefore, a small number of injury cases can significantly impact the number of days lost. Staff are actively working to reduce the number of workers' compensation claims.				
Key Performance Measure		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
% of FTEs without any job injuries		95%	96%	95%	95%
Description	This measures the percentage of staff that are free of job injuries.				
Purpose	A high percentage of staff free of job injuries indicates effective safety measures. This measure helps create a safer and more efficient work environment.				
Status	The number of workers' compensation cases is small with 95% of staff free from job injuries in FY2024. This percentage is expected to remain stable.				
Key Performance Measure		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
Total general liability claims paid		\$557,427	\$327,500	\$337,3000	\$347,400
Description	This measures the amount of general liability claims paid out within the City's self insured retention (SIR) of \$100,000 per claim. Eligible claims over \$100,000 are covered by the risk pool and excess insurance.				
Purpose	The amount of general liability claims paid is influenced by both the frequency and severity of claims. It is important to measure how much is paid out in claims to better manage costs, assess risks, and improve safety.				
Status	General liability claims often have a delay in incurred costs due to the claims process (such as time required for investigation, negotiation, and sometimes legal processes). As most of the storm claims related to the 2022/2023 winter storm are resolved, the amount of claim paid has come down in FY 2024-25. However, there are several active claims including litigated claims that will continue to incur costs in the future.				



Workload Measures	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of safety inspections conducted	2	2	2	2
# of workers' compensation claims processed	8	8	3	5
# of general liability claims processed	50	15	15	15
# of insurance policies handled	9	9	10	10
# of safety and risk management training sessions offered	56	63	60	60

**ADMINISTRATIVE SERVICES LEADERSHIP AND MANAGEMENT (01210000)**
BUDGET SUMMARY

EXPENDITURES SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
SALARIES	625,100	620,588	646,900	695,100	744,300	766,600
BENEFITS	327,100	287,983	332,900	312,200	357,400	377,400
PERSONNEL TOTAL ---->	952,200	908,571	979,800	1,007,300	1,101,700	1,144,000
UTILITIES	-	-	-	-	-	-
OFFICE ADMINISTRATIVE	12,200	9,645	12,600	11,600	13,000	13,400
PROFESSIONAL SERVICES	21,000	38,231	21,600	21,600	22,200	22,900
UNIFORMS & SAFETY EQUIPMENT	-	-	-	-	-	-
PROFESSIONAL DEVELOPMENT	15,600	6,800	16,100	16,100	16,600	17,100
COMMUNITY RELATIONS	-	-	-	-	-	-
INSURANCE	-	-	-	-	-	-
VEHICLE USAGE	1,000	21	1,000	1,000	1,000	1,000
EQUIPMENT MAINTENANCE	-	-	-	-	-	-
SERIAL BONDS	-	-	-	-	-	-
PROGRAM COSTS	-	-	-	-	-	-
OPERATING EXPENSE	-	-	-	-	-	-
OPERATING EXPENSE TOTAL ---->	49,800	54,697	51,300	50,300	52,800	54,400
CAPITAL OUTLAY	7,600	1,750	7,900	4,300	8,200	8,500
CAPITAL OUTLAY TOTAL ---->	7,600	1,750	7,900	4,300	8,200	8,500
EXPENDITURES TOTAL ---->	1,009,600	965,019	1,039,000	1,061,900	1,162,700	1,206,900
TRANSFERS OUT	-	-	-	-	-	-
ALLOCATIONS OUT FOR WORKERS COMP	9,800	9,800	10,100	10,100	15,400	16,200
ALLOCATIONS OUT FOR GEN LIAB INSURANCE	32,000	32,000	33,000	33,000	38,700	39,900
TRANSFER OUT TOTAL ---->	41,800	41,800	43,100	43,100	54,100	56,100
EXPENDITURES & TRANSFERS TOTAL ---->	1,051,400	1,006,819	1,082,100	1,105,000	1,216,800	1,263,000
REVENUE SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
BUSINESS REGISTRATION	-	-	-	-	-	-
CHARGES FOR CURRENT SERVICES	-	-	-	-	-	-
FINES & FORFEITURES	-	-	-	-	-	-
FROM OTHER AGENCIES	-	-	-	-	-	-
LICENSES & PERMITS	-	-	-	-	-	-
OTHER REVENUE	-	-	-	-	-	-
OTHER TAX	-	-	-	-	-	-
PROPERTY TAX	-	-	-	-	-	-
SALES TAX	-	-	-	-	-	-
TRANSIENT OCCUPANCY TAX	-	-	-	-	-	-
USE OF MONEY & PROPERTY	-	-	-	-	-	-
VEHICLE IN LIEU	-	-	-	-	-	-
REVENUE TOTAL ---->	-	-	-	-	-	-
GENERAL TRANSFERS IN	-	-	-	-	-	-
ALLOCATIONS IN FROM SEWER	106,200	106,200	109,400	109,400	133,300	137,300
ALLOCATIONS IN FROM NPDES	1,400	1,400	1,400	1,400	1,800	1,900
ALLOCATIONS IN FROM GAS TAX	10,900	10,900	11,200	11,200	11,500	11,800
ALLOCATIONS IN FROM WORK COMP	65,700	65,700	67,700	67,700	69,700	71,800
ALLOCATIONS IN FROM RISK MGT	76,800	76,800	79,100	79,100	81,500	83,900
TRANSFER AND ALLOCATIONS IN TOTAL ---->	261,000	261,000	268,800	268,800	297,800	306,700
REVENUE & TRANSFERS TOTAL ---->	261,000	261,000	268,800	268,800	297,800	306,700
GENERAL FUND NET EXPENSE (REVENUE) ---->	790,400	745,819	813,300	836,200	919,000	956,300

**GENERAL LIABILITY / RISK MANAGEMENT FUND (33331000)**
BUDGET SUMMARY

EXPENDITURES SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
SALARIES	-	-	-	-	-	-
BENEFITS	-	-	-	-	-	-
PERSONNEL TOTAL ---->	-	-	-	-	-	-
UTILITIES	-	-	-	-	-	-
OFFICE ADMINISTRATIVE	1,300	734	1,300	1,300	1,300	1,300
PROFESSIONAL SERVICES	76,300	-	78,600	78,600	81,000	83,400
UNIFORMS & SAFETY EQUIPMENT	-	-	-	-	-	-
PROFESSIONAL DEVELOPMENT	14,000	3,486	14,400	14,400	14,800	15,200
COMMUNITY RELATIONS	-	-	-	-	-	-
INSURANCE	1,397,000	1,655,888	1,992,900	1,934,000	2,135,100	2,353,800
VEHICLE USAGE	-	-	-	-	-	-
EQUIPMENT MAINTENANCE	-	-	-	-	-	-
SERIAL BONDS	-	-	-	-	-	-
PROGRAM COSTS	-	-	-	-	-	-
OPERATING EXPENSE	-	-	-	-	-	-
OPERATING EXPENSE TOTAL ---->	1,488,600	1,660,108	2,087,200	2,028,300	2,232,200	2,453,700
CAPITAL OUTLAY	-	-	-	-	-	-
CAPITAL OUTLAY TOTAL ---->	-	-	-	-	-	-
EXPENDITURES TOTAL ---->	1,488,600	1,660,108	2,087,200	2,028,300	2,232,200	2,453,700
TRANSFERS OUT	-	-	-	-	-	-
ALLOCATIONS OUT TO GENERAL FUND	147,800	147,800	152,200	152,200	156,700	161,300
TRANSFER OUT TOTAL ---->	147,800	147,800	152,200	152,200	156,700	161,300
EXPENDITURES & TRANSFERS TOTAL ---->	1,636,400	1,807,908	2,239,400	2,180,500	2,388,900	2,615,000
REVENUE SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
BUSINESS REGISTRATION	-	-	-	-	-	-
CHARGES FOR CURRENT SERVICES	-	-	-	-	-	-
FINES & FORFEITURES	-	-	-	-	-	-
FROM OTHER AGENCIES	-	-	-	-	-	-
LICENSES & PERMITS	-	-	-	-	-	-
OTHER REVENUE	-	11,970	-	-	-	-
OTHER TAX	-	-	-	-	-	-
PROPERTY TAX	-	-	-	-	-	-
SALES TAX	-	-	-	-	-	-
TRANSIENT OCCUPANCY TAX	-	-	-	-	-	-
USE OF MONEY & PROPERTY	26,300	113,266	27,500	51,200	49,100	50,600
VEHICLE IN LIEU	-	-	-	-	-	-
REVENUE TOTAL ---->	26,300	125,236	27,500	51,200	49,100	50,600
GENERAL TRANSFERS IN	-	-	-	-	-	-
ALLOCATIONS IN FROM GENERAL FUND	269,000	269,000	277,200	277,200	335,600	345,600
ALLOCATIONS IN FROM SEWER	822,200	822,200	846,900	846,900	1,307,200	1,346,400
ALLOCATIONS IN FROM NPDES	113,900	113,900	117,300	117,300	196,300	202,200
ALLOCATIONS IN FROM GAS TAX	531,100	531,100	547,000	547,000	824,000	848,700
TRANSFER AND ALLOCATIONS IN TOTAL ---->	1,736,200	1,736,200	1,788,400	1,788,400	2,663,100	2,742,900
REVENUE & TRANSFERS TOTAL ---->	1,762,500	1,861,436	1,815,900	1,839,600	2,712,200	2,793,500
GENERAL LIABILITY NET EXPENSE (REVENUE) ---->	(126,100)	(53,528)	423,500	340,900	(323,300)	(178,500)



WORKERS COMPENSATION FUND (32321000)
BUDGET SUMMARY

EXPENDITURES SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
SALARIES	-	-	-	-	-	-
BENEFITS	-	-	-	-	-	-
PERSONNEL TOTAL ---->	-	-	-	-	-	-
UTILITIES	-	-	-	-	-	-
OFFICE ADMINISTRATIVE	4,100	4,352	4,200	4,200	4,300	4,400
PROFESSIONAL SERVICES	11,400	10,884	11,700	11,700	12,000	12,300
UNIFORMS & SAFETY EQUIPMENT	-	-	-	-	-	-
PROFESSIONAL DEVELOPMENT	20,800	21,798	21,400	21,400	22,000	22,700
COMMUNITY RELATIONS	-	-	-	-	-	-
INSURANCE	238,000	231,409	317,500	237,409	575,000	613,800
VEHICLE USAGE	100	-	100	100	100	100
EQUIPMENT MAINTENANCE	-	-	-	-	-	-
SERIAL BONDS	-	-	-	-	-	-
PROGRAM COSTS	-	-	-	-	-	-
OPERATING EXPENSE	-	-	-	-	-	-
OPERATING EXPENSE TOTAL ---->	274,400	268,444	354,900	274,809	613,400	653,300
CAPITAL OUTLAY	1,000	-	1,000	1,000	1,000	1,000
CAPITAL OUTLAY TOTAL ---->	1,000	-	1,000	1,000	1,000	1,000
EXPENDITURES TOTAL ---->	275,400	268,444	355,900	275,809	614,400	654,300
TRANSFERS OUT	-	-	-	-	-	-
ALLOCATIONS OUT TO GENERAL FUND	106,500	106,500	109,700	109,700	113,000	116,400
TRANSFER OUT TOTAL ---->	106,500	106,500	109,700	109,700	113,000	116,400
EXPENDITURES & TRANSFERS TOTAL ---->	381,900	374,944	465,600	385,509	727,400	770,700
REVENUE SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
BUSINESS REGISTRATION	-	-	-	-	-	-
CHARGES FOR CURRENT SERVICES	-	-	-	-	-	-
FINES & FORFEITURES	-	-	-	-	-	-
FROM OTHER AGENCIES	-	-	-	-	-	-
LICENSES & PERMITS	-	-	-	-	-	-
OTHER REVENUE	-	-	-	-	-	-
OTHER TAX	-	-	-	-	-	-
PROPERTY TAX	-	-	-	-	-	-
SALES TAX	-	-	-	-	-	-
TRANSIENT OCCUPANCY TAX	-	-	-	-	-	-
USE OF MONEY & PROPERTY	5,700	20,921	5,000	13,900	9,700	10,000
VEHICLE IN LIEU	-	-	-	-	-	-
REVENUE TOTAL ---->	5,700	20,921	5,000	13,900	9,700	10,000
GENERAL TRANSFERS IN	-	-	-	-	-	-
ALLOCATIONS IN FROM GENERAL FUND	268,600	268,600	276,500	276,500	511,400	540,000
ALLOCATIONS IN FROM SEWER	113,500	113,500	116,900	116,900	102,900	108,800
ALLOCATIONS IN FROM NPDES	-	-	-	-	-	-
ALLOCATIONS IN FROM GAS TAX	-	-	-	-	-	-
TRANSFER AND ALLOCATIONS IN TOTAL ---->	382,100	382,100	393,400	393,400	614,300	648,800
REVENUE & TRANSFERS TOTAL ---->	387,800	403,021	398,400	407,300	624,000	658,800
WORKERS COMP FUND NET EXPENSE (REVENUE) ---->	(5,900)	(28,077)	67,200	(21,791)	103,400	111,900

CITY TREASURER (01141000)
BUDGET SUMMARY

EXPENDITURES SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
SALARIES	6,700	6,720	6,700	6,700	6,700	6,700
BENEFITS	25,200	14,771	26,400	16,100	26,400	27,600
PERSONNEL TOTAL ---->	31,900	21,491	33,100	22,800	33,100	34,300
UTILITIES	-	-	-	-	-	-
OFFICE ADMINISTRATIVE	-	-	-	-	-	-
PROFESSIONAL SERVICES	-	-	-	-	-	-
UNIFORMS & SAFETY EQUIPMENT	-	-	-	-	-	-
PROFESSIONAL DEVELOPMENT	1,500	-	1,500	1,500	1,500	1,500
COMMUNITY RELATIONS	-	-	-	-	-	-
INSURANCE	-	-	-	-	-	-
VEHICLE USAGE	-	-	-	-	-	-
EQUIPMENT MAINTENANCE	-	-	-	-	-	-
SERIAL BONDS	-	-	-	-	-	-
PROGRAM COSTS	-	-	-	-	-	-
OPERATING EXPENSE	-	-	-	-	-	-
OPERATING EXPENSE TOTAL ---->	1,500	-	1,500	1,500	1,500	1,500
CAPITAL OUTLAY	-	-	-	-	-	-
CAPITAL OUTLAY TOTAL ---->	-	-	-	-	-	-
EXPENDITURES TOTAL ---->	33,400	21,491	34,600	24,300	34,600	35,800
TRANSFERS OUT	-	-	-	-	-	-
ALLOCATIONS OUT FOR WORKERS COMP	500	500	500	500	800	800
ALLOCATIONS OUT FOR GEN LIAB INSURANCE	100	100	100	100	100	100
TRANSFER OUT TOTAL ---->	600	600	600	600	900	900
EXPENDITURES & TRANSFERS TOTAL ---->	34,000	22,091	35,200	24,900	35,500	36,700
REVENUE SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
BUSINESS REGISTRATION	-	-	-	-	-	-
CHARGES FOR CURRENT SERVICES	-	-	-	-	-	-
FINES & FORFEITURES	-	-	-	-	-	-
FROM OTHER AGENCIES	-	-	-	-	-	-
LICENSES & PERMITS	-	-	-	-	-	-
OTHER REVENUE	-	-	-	-	-	-
OTHER TAX	-	-	-	-	-	-
PROPERTY TAX	-	-	-	-	-	-
SALES TAX	-	-	-	-	-	-
TRANSIENT OCCUPANCY TAX	-	-	-	-	-	-
USE OF MONEY & PROPERTY	-	-	-	-	-	-
VEHICLE IN LIEU	-	-	-	-	-	-
REVENUE TOTAL ---->	-	-	-	-	-	-
GENERAL TRANSFERS IN	-	-	-	-	-	-
ALLOCATIONS IN FROM SEWER	12,700	12,700	13,100	13,100	16,000	16,500
ALLOCATIONS IN FROM NPDES	200	200	200	200	300	300
ALLOCATIONS IN FROM GAS TAX	1,200	1,200	1,200	1,200	1,200	1,200
ALLOCATIONS IN FROM WORK COMP	100	100	100	100	100	100
ALLOCATIONS IN FROM RISK MGT	-	-	-	-	-	-
TRANSFER AND ALLOCATIONS IN TOTAL ---->	14,200	14,200	14,600	14,600	17,600	18,100
REVENUE & TRANSFERS TOTAL ---->	14,200	14,200	14,600	14,600	17,600	18,100
GENERAL FUND NET EXPENSE (REVENUE) ---->	19,800	7,891	20,600	10,300	17,900	18,600

GENERAL FUND (NON-DEPARTMENTAL) (01000000)
BUDGET SUMMARY

EXPENDITURES SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
SALARIES	-	-	-	-	-	-
BENEFITS	3,000,000	3,000,000	4,000,000	4,000,000	-	-
PERSONNEL TOTAL ---->	3,000,000	3,000,000	4,000,000	4,000,000	-	-
UTILITIES	-	-	-	-	-	-
OFFICE ADMINISTRATIVE	-	-	-	-	-	-
PROFESSIONAL SERVICES	3,700	204,218	3,800	3,800	3,900	4,000
UNIFORMS & SAFETY EQUIPMENT	-	-	-	-	-	-
PROFESSIONAL DEVELOPMENT	-	-	-	-	-	-
COMMUNITY RELATIONS	151,000	151,000	-	-	-	-
INSURANCE	-	-	-	-	-	-
VEHICLE USAGE	-	-	-	-	-	-
EQUIPMENT MAINTENANCE	-	-	-	-	-	-
SERIAL BONDS	-	-	-	-	-	-
PROGRAM COSTS	-	-	-	-	-	-
OPERATING EXPENSE	446,000	431,598	350,000	470,900	529,100	533,200
OPERATING EXPENSE TOTAL ---->	600,700	786,817	353,800	474,700	533,000	537,200
CAPITAL OUTLAY	77,500	13,068	79,800	25,000	82,200	84,700
CAPITAL OUTLAY TOTAL ---->	77,500	13,068	79,800	25,000	82,200	84,700
EXPENDITURES TOTAL ---->	3,678,200	3,799,885	4,433,600	4,499,700	615,200	621,900
TRANSFERS OUT	8,234,000	8,234,000	5,234,000	5,234,000	13,387,000	7,296,000
ALLOCATIONS OUT FOR WORKERS COMP	-	-	-	-	-	-
ALLOCATIONS OUT FOR GEN LIAB INSURANCE	-	-	-	-	-	-
TRANSFER OUT TOTAL ---->	8,234,000	8,234,000	5,234,000	5,234,000	13,387,000	7,296,000
EXPENDITURES & TRANSFERS TOTAL ---->	11,912,200	12,033,885	9,667,600	9,733,700	14,002,200	7,917,900
REVENUE SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
BUSINESS REGISTRATION	-	-	-	-	-	-
CHARGES FOR CURRENT SERVICES	-	-	-	-	-	-
FINES & FORFEITURES	-	-	-	-	-	-
FROM OTHER AGENCIES	5,200	13,674	5,400	32,000	5,600	5,800
LICENSES & PERMITS	-	-	-	-	-	-
OTHER REVENUE	-	2,988,333	-	147,000	5,000	5,200
OTHER TAX	2,101,100	2,326,044	2,121,400	2,274,000	2,276,400	2,344,700
PROPERTY TAX	17,980,000	18,553,488	19,464,800	19,570,400	20,970,400	22,151,800
SALES TAX	13,063,900	12,491,208	13,330,670	11,662,600	12,519,200	12,925,800
TRANSIENT OCCUPANCY TAX	4,200,000	3,422,950	4,468,000	4,000,000	4,350,000	4,619,500
USE OF MONEY & PROPERTY	1,764,100	2,474,441	1,790,700	2,707,600	2,844,100	2,812,900
PAMF PROJECT	868,500	868,462	890,170	890,170	912,400	935,200
VEHICLE IN LIEU	3,911,000	3,659,037	3,407,000	4,536,900	3,611,400	3,828,100
REVENUE TOTAL ---->	43,893,800	46,797,636	45,478,140	45,820,670	47,494,500	49,629,000
GENERAL TRANSFERS IN	712,400	712,400	855,800	855,800	770,500	801,300
TRANSFER IN ECONOMIC UNCERTAINTY	-	-	-	-	-	-
ALLOCATIONS IN FROM SEWER	-	-	-	-	-	-
ALLOCATIONS IN FROM NPDES	-	-	-	-	-	-
ALLOCATIONS IN FROM GAS TAX	-	-	-	-	-	-
ALLOCATIONS IN FROM WORK COMP	-	-	-	-	-	-
ALLOCATIONS IN FROM RISK MGT	-	-	-	-	-	-
TRANSFER AND ALLOCATIONS IN TOTAL ---->	712,400	712,400	855,800	855,800	770,500	801,300
REVENUE & TRANSFERS TOTAL ---->	44,606,200	47,510,036	46,333,940	46,676,470	48,265,000	50,430,300
GENERAL FUND NET EXPENSE (REVENUE) ---->	(32,694,000)	(35,476,151)	(36,666,340)	(36,942,770)	(34,262,800)	(42,512,400)

**EQUIPMENT REPLACEMENT FUND (10998000)
BUDGET SUMMARY**

EXPENDITURES SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
SALARIES	-	-	-	-	-	-
BENEFITS	-	-	-	-	-	-
PERSONNEL TOTAL ---->	-	-	-	-	-	-
UTILITIES	-	-	-	-	-	-
OFFICE ADMINISTRATIVE	-	-	-	-	-	-
PROFESSIONAL SERVICES	-	-	-	-	-	-
UNIFORMS & SAFETY EQUIPMENT	-	-	-	-	-	-
PROFESSIONAL DEVELOPMENT	-	-	-	-	-	-
COMMUNITY RELATIONS	-	-	-	-	-	-
INSURANCE	-	-	-	-	-	-
VEHICLE USAGE	-	-	-	-	-	-
EQUIPMENT MAINTENANCE	-	-	-	-	-	-
SERIAL BONDS	-	-	-	-	-	-
PROGRAM COSTS	-	-	-	-	-	-
OPERATING EXPENSE	-	-	-	-	-	-
OPERATING EXPENSE TOTAL ---->	-	-	-	-	-	-
CAPITAL OUTLAY	1,554,757	1,499,248	289,300	289,300	81,370	280,527
CAPITAL OUTLAY TOTAL ---->	1,554,757	1,499,248	289,300	289,300	81,370	280,527
EXPENDITURES TOTAL ---->	1,554,757	1,499,248	289,300	289,300	81,370	280,527
TRANSFERS OUT	-	-	-	-	-	-
ALLOCATIONS OUT FOR WORKERS COMP	-	-	-	-	-	-
ALLOCATIONS OUT FOR GEN LIAB INSURANCE	-	-	-	-	-	-
TRANSFER OUT TOTAL ---->	-	-	-	-	-	-
EXPENDITURES & TRANSFERS TOTAL ---->	1,554,757	1,499,248	289,300	289,300	81,370	280,527
REVENUE SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
BUSINESS REGISTRATION	-	-	-	-	-	-
CHARGES FOR CURRENT SERVICES	-	-	-	-	-	-
FINES & FORFEITURES	-	-	-	-	-	-
FROM OTHER AGENCIES	-	-	-	-	-	-
LICENSES & PERMITS	-	-	-	-	-	-
OTHER REVENUE	-	-	-	-	-	-
OTHER TAX	-	-	-	-	-	-
PROPERTY TAX	-	-	-	-	-	-
SALES TAX	-	-	-	-	-	-
TRANSIENT OCCUPANCY TAX	-	-	-	-	-	-
USE OF MONEY & PROPERTY	-	-	-	-	-	-
VEHICLE IN LIEU	-	-	-	-	-	-
REVENUE TOTAL ---->	-	-	-	-	-	-
GENERAL TRANSFERS IN	260,000	260,000	260,000	260,000	242,000	250,000
ALLOCATIONS IN FROM SEWER	-	-	-	-	-	-
ALLOCATIONS IN FROM NPDES	-	-	-	-	-	-
ALLOCATIONS IN FROM GAS TAX	-	-	-	-	-	-
ALLOCATIONS IN FROM WORK COMP	-	-	-	-	-	-
ALLOCATIONS IN FROM RISK MGT	-	-	-	-	-	-
TRANSFER AND ALLOCATIONS IN TOTAL ---->	260,000	260,000	260,000	260,000	242,000	250,000
REVENUE & TRANSFERS TOTAL ---->	260,000	260,000	260,000	260,000	242,000	250,000
EQUIPMENT FUND NET EXPENSE (REVENUE) ---->	1,294,757	1,239,248	29,300	29,300	(160,630)	30,527



POST-EMPLOYMENT BENEFITS FUND (35310000)
BUDGET SUMMARY

EXPENDITURES SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
SALARIES	-	-	-	-	-	-
BENEFITS	1,123,600	1,123,600	1,132,500	1,132,500	1,138,300	1,158,100
PERSONNEL TOTAL ---->	1,123,600	1,123,600	1,132,500	1,132,500	1,138,300	1,158,100
UTILITIES	-	-	-	-	-	-
OFFICE ADMINISTRATIVE	-	-	-	-	-	-
PROFESSIONAL SERVICES	-	-	-	-	-	-
UNIFORMS & SAFETY EQUIPMENT	-	-	-	-	-	-
PROFESSIONAL DEVELOPMENT	-	-	-	-	-	-
COMMUNITY RELATIONS	-	-	-	-	-	-
INSURANCE	-	-	-	-	-	-
VEHICLE USAGE	-	-	-	-	-	-
EQUIPMENT MAINTENANCE	-	-	-	-	-	-
SERIAL BONDS	-	-	-	-	-	-
PROGRAM COSTS	-	-	-	-	-	-
OPERATING EXPENSE	-	-	-	-	-	-
OPERATING EXPENSE TOTAL ---->	-	-	-	-	-	-
CAPITAL OUTLAY	-	-	-	-	-	-
CAPITAL OUTLAY TOTAL ---->	-	-	-	-	-	-
EXPENDITURES TOTAL ---->	1,123,600	1,123,600	1,132,500	1,132,500	1,138,300	1,158,100
TRANSFERS OUT	-	-	-	-	-	-
ALLOCATIONS OUT TO GENERAL FUND	-	-	-	-	-	-
TRANSFER OUT TOTAL ---->	-	-	-	-	-	-
EXPENDITURES & TRANSFERS TOTAL ---->	1,123,600	1,123,600	1,132,500	1,132,500	1,138,300	1,158,100
REVENUE SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
BUSINESS REGISTRATION	-	-	-	-	-	-
CHARGES FOR CURRENT SERVICES	-	-	-	-	-	-
FINES & FORFEITURES	-	-	-	-	-	-
FROM OTHER AGENCIES	-	-	-	-	-	-
LICENSES & PERMITS	-	-	-	-	-	-
OTHER REVENUE	1,110,500	1,085,800	1,180,500	1,180,500	1,133,700	1,166,500
OTHER TAX	-	-	-	-	-	-
PROPERTY TAX	-	-	-	-	-	-
SALES TAX	-	-	-	-	-	-
TRANSIENT OCCUPANCY TAX	-	-	-	-	-	-
USE OF MONEY & PROPERTY	4,200	10,824	6,200	29,700	5,800	6,000
VEHICLE IN LIEU	-	-	-	-	-	-
REVENUE TOTAL ---->	1,114,700	1,096,624	1,186,700	1,210,200	1,139,500	1,172,500
GENERAL TRANSFERS IN	-	-	-	-	-	-
ALLOCATIONS IN FROM GENERAL FUND	-	-	-	-	-	-
ALLOCATIONS IN FROM SEWER	-	-	-	-	-	-
ALLOCATIONS IN FROM NPDES	-	-	-	-	-	-
ALLOCATIONS IN FROM GAS TAX	-	-	-	-	-	-
TRANSFER AND ALLOCATIONS IN TOTAL ---->	-	-	-	-	-	-
REVENUE & TRANSFERS TOTAL ---->	1,114,700	1,096,624	1,186,700	1,210,200	1,139,500	1,172,500
POST-EMPLOYMENT BENEFITS NET EXPENSE (REVENUE) ---->	8,900	26,976	(54,200)	(77,700)	(1,200)	(14,400)



SAN CARLOS THROUGH THE YEARS - 1920S

Federal Agents Dump 7500 Gallons of Mash; Porkers Have Hilarious Escapade

Federal agents from the office of Samuel F. Rutter, prohibition enforcement officer, yesterday journeyed to San Carlos where a large still was recently discovered in the old Nathaniel Brittain building, and proceeded to dump the 7500 gallons of mash seized and sealed at the time of the raid.

According to report from San Carlos today, the action of the Federal agents worked as prohibition has worked in many other instances, i. e., led to drink those who had never partaken prior to prohibition days. In fact the result is said to have been "stewed pork."

When the mash was dumped, the officers were not aware that a large number of pigs were just over the hill. The porkers soon smelled the fermented grain and molasses, however, and came on the run. The mash had reached the stage where it was about fifty proof, or half the strength of straight whiskey.

According to the residents of San Carlos the pigs were affected differently. Some of them thought they were squirrels and tried to climb the trees in the neighborhood, and many fights were staged. Finally all of the pigs went to sleep, and remained in a stupor for several hours. It is said that there were more blind pigs in San Carlos yesterday than ever before, in spite of the work of the Federal agents.

Burglar Visits San Carlos Postoffice and Secures Loot Totalling 95 Cents

The second San Mateo county postoffice robbery within a few days occurred at San Carlos early yesterday morning, when the Southern Pacific depot, in which the office is located was entered by prowlers, who secured a total loot of 95 cents in stamps, according to reports today.

Entry was made by forcing a window, after the method of a burglar who looted the San Carlos postoffice about a year ago, and was captured at Redwood City shortly after the job.

Postal inspectors and deputies from the office of Sheriff H. W. Lampkin, Redwood City, were close on the trail of the San Carlos burglars today and it is expected they will be in custody shortly, it was stated by officers. The men are believed to be the same who robbed the postoffice at Belmont two weeks ago. No attempt was made to open the safe in the San Carlos office.

DEPUTY SHERIFF LOSES PANTS: SAN CARLOS DOG SAID TO BE RESPONSIBLE

After having sacrificed the "south half" of a valuable suit of clothing to the ferocity of a San Carlos watch dog belonging to one "John Doe" Hopkins according to a complaint filed in the court of Judge Walter M. Bird of Burlingame, F. S. Quinn, deputy sheriff, of San Carlos wants damages in the sum of \$18 for the loss of his pants.

Quinn says he is willing to overlook personal injuries consisting of two generous bites out of his left knee, extracted by the sharp teeth of the San Carlos kloodle, but he won't stand for his pants being outraged and mistreated by a mere watch dog. The pants constitute the valuable "other end" of a \$48 suit of perfectly good clothes—at least they were perfectly good until attacked by the watch dog, which has a bad reputation anyway, says the San Carlos deputy sheriff.

Deputy Sheriff Quinn at first demanded that Judge Bird issue a warrant for the arrest of "John Doe" Hopkins, said to be a salesman of San Carlos. Informed that there was no process of law whereby this action could be taken until after the said "John Doe" Hopkins had been advised to abate the said nuisance of the dog, Deputy Sheriff Quinn journeyed immediately from San Carlos to Burlingame for the express purpose of filing a complaint in the small claims division of the justice court, which he did.

He has also decided to request District Attorney Franklin Swart to write the dog a letter in care of "John Doe" Hopkins to the effect that the pants of San Carlos citizens, deputy sheriffs not excepted, must be respected.

OFFICERS FIND IMMENSE STILL

(United Press Dispatch)
SAN FRANCISCO, April 18. — Prohibition Director Rutter announced today that the federal officers seized the largest illicit still ever taken in the west in a last night's raid in San Carlos.

The capacity of the still is 150 gallons of alcohol per day. Four men were arrested.

A New Addition to San Carlos

SAN CARLOS LUMBER YARD

On the Highway

A complete mill is being installed to care for the wants in this growing community.

Free Delivery

Honeysuckle Ice Cream Parlor

CIGARS, CIGARETTES, SOFT DRINKS, CANDY, LUNCHES

Honeysuckle Ice Cream

State Highway

San Carlos, Calif.

Can you count on your mechanic?

I personally do the work in my shop and therefore I can personally guarantee every job.



H. W. MALLORY, Mgr.

San Carlos Garage

General Repairing.
Holly and Highway.

San Carlos.

Gasoline, Oils, Grease
Phone Red 429-M

Packet Pg. 358



ADMINISTRATIVE SERVICES DEPARTMENT

Program Name	Financial Services
Program Goals	The goal of the Finance Services program is to provide timely and accurate financial services that effectively protect and optimize the use of City resources for the good of the community.
Organization	6 FTEs: Financial Services Manager, 2 Senior Accountants, 1 Accountant, 2 Accounting Technicians
Major Services	<ul style="list-style-type: none"> • Financial planning/budgeting • Accounting for all City financial transactions • Reporting and analysis • Audit management • Disbursements • Payroll • Business registration • Cashiering services • Revenue management • Banking and investment management • Custodian of City's financial enterprise resource planning (ERP) system • Financial Services Provider for City/County Association of Governments (C/CAG)
FY 2024-25 Accomplishments	<ul style="list-style-type: none"> • Completed a clean financial audit for FY 2023-24 • Completed bank account transition to ensure full collateralization of City checking funds • Completed transition of Commute.org to new financial services provider • Implemented US Bank Calcard purchasing card pilot • Assisted in Energov permitting and licensing software implementation and expansion of Tyler Payments for online payments • Completed overhaul of solicitors permit process and updated City website
FY 2025-27 Goals	<ul style="list-style-type: none"> • Leverage Tyler financial system capabilities to improve invoice management, accounts payable, and capital asset accounting processes • Explore options for the requisition and accounts payable batch routing and review workflow in the general ledger system • Explore options for a new fixed asset and capital tracking system • Complete clean financial audits and obtain GFOA Certificates of Achievement for Excellence in Financial Reporting • Implement new GASB 101 – Compensated Absences • Complete roll out of Calcard program to the rest of the City • Provide excellent financial services support to residents and internal departments • Continue to review documents (both electronic and paper) for destruction as permitted by the retention policy. Confirm all necessary documents from network folders into OnBase Document Management System.



Financial Services Objective 1

To provide efficient services to city residents and internal departments with respect to financial planning/budgeting, accounting for city financial transactions, reporting and analysis, management of the audit, disbursements, payroll, business registration and management of other revenue streams, cashiering, and managing financial systems.

Two of the key services of the Finance Division is financial planning and budgeting for the City through the production of a budget for the one-year or two-year cycles and the mid-cycle update. The budget provides the departments an opportunity to review their revenue and expenditure projections, capital projects, and performance measures. Receiving the Government Finance Officers' Association (GFOA) Distinguished Budget Presentation award demonstrates that the City's budget documents are of the highest quality, reflecting both the guidelines established by the National Advisory Council on State and Local Budgeting and the GFOA's best practices on budgeting. The City has been awarded this prestigious award for a number of years and strives to continue receiving the award.

Accurately accounting for all City financial transactions is also of the utmost importance to the Financial Services Division and is imperative to ensure robust financial reporting and audits. Obtaining the GFOA Certificate of Excellence in Financial Reporting confirms that the City is able to go beyond the minimum requirements of Generally Accepted Accounting Principles (GAAP) to prepare the Annual Comprehensive Financial Report (ACFR) with transparency and full disclosure. The benchmarks below are indications of the division's ability to maintain budget and accounting accuracy and integrity, and ensure strong customer service to residents, other departments, businesses and vendors by meeting transactional demands.

Key Performance Measure		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
Receive GFOA Distinguished Budget Presentation Award		Yes	Yes	Yes	Yes
Description	GFOA's budget award program recognizes governments who produce budget documents of the very highest quality that meet strict criteria and excel as a policy document, financial plan, operations guide, and communication tool.				
Purpose	To ensure residents are provided with clear and comprehensive budget information for the city to keep them informed about how the city is run and uses its resources.				
Status	The City normally prepares a biennial budget and therefore is eligible for the award every two years. The City has been in receipt of the award for at least the last five budget cycles and will continue to apply for the award going forward.				
Key Performance Measure		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
Receive GFOA Certificate of Achievement for Excellence in Financial Reporting		Yes	Yes	Yes	Yes
Description	GFOA's financial reporting award program recognizes governments who go beyond the minimum requirements of preparing annual comprehensive financial reports (ACFR) by preparing the reports with a spirit of full transparency and disclosure.				
Purpose	The goal is not to assess the financial health of the government, but to ensure that users of financial statements have the information they need to do so themselves.				



Status	The City undergoes a financial audit and prepares financial statements and accompanying notes and schedules, aggregated into an ACFR every year. The City applies for the program every year and has been in receipt of the award every year for at least the last twelve years.			
Key Performance Measure	FY2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
General Fund Reserve Balances (\$ in millions)	\$54.02	\$49.37	\$37.06	\$30.14
General Fund Reserve Balances (% of operating expenses before transfers)	99.4%	82.4%	55.4%	43.2%
Description	The City holds different General Fund reserves for a variety of reasons including Economic Uncertainty, Strategic Property Acquisition, Unfunded Liabilities and Facility/Infrastructure funding.			
Purpose	It is useful to measure these reserves as it acts as an indicator of the financial health of the City as well as how funds are being used and allocated from one year to another			
Status	The GFOA has issued a best practice for the appropriate level of reserves that should be maintained in the General Fund. The level is recommended to be no less than two months of regular General Fund operating revenues or expenditures, which equates to approximately 17%. The City is currently maintaining reserves significantly higher than this			

Workload Measures	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of journal entries processed	304	305	315	325
# of vendor payments processed	4,682	4,720	4,750	4,800
# of invoices/bills sent out	1,188	1,020	1,050	1,080
AA+ or higher bond rating	Yes	Yes	Yes	Yes



Financial Services Objective 2

Provide quality financial services to the City/County Association of Governments (C/CAG) in FY 2025-27.

The Finance Division prides itself on providing excellent customer service to the agencies that we serve. The following benchmarks show that we provide timely and accurate transactional support to C/CAG. We also serve as custodians for their investments and strive to meet the primary objectives of safety of principal and liquidity.

Key Performance Measure	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of Finance Committee meetings supported/attended	4	4	4	4
Description	C/CAG's Finance Committee was established to provide oversight of the C/CAG investment portfolio and to advise on other financial related matters for the agency and meets at least quarterly.			
Purpose	Since the City of San Carlos Finance team acts as the fiscal agent for C/CAG, which involves producing quarterly investment reports and managing the agency's various audits, it is essential to attend the Finance Committee meetings to support their decision-making.			
Status	The City of San Carlos has a long history as the fiscal agent for C/CAG and has built strong working relationships and high level of service over the years. City Finance staff currently attend all quarterly Finance Committee meetings.			

Workload Measures	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of journal entries processed	41	40	41	42
# of vendor payments processed	617	620	625	630
# of invoices/bills sent out	163	165	167	169



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# of journal entries processed	41	40	41	42
# of vendor payments processed	617	620	625	630
# of invoices/bills sent out	163	165	167	169

FINANCIAL SERVICES (01211000)
BUDGET SUMMARY

EXPENDITURES SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
SALARIES	787,600	694,084	815,800	763,700	875,150	901,450
BENEFITS	448,100	317,565	455,400	361,000	466,300	491,900
PERSONNEL TOTAL ---->	1,235,700	1,011,649	1,271,200	1,124,700	1,341,450	1,393,350
UTILITIES	-	-	-	-	-	-
OFFICE ADMINISTRATIVE	214,700	186,139	225,100	225,100	110,500	113,900
PROFESSIONAL SERVICES	640,600	532,987	659,800	575,000	579,600	597,000
UNIFORMS & SAFETY EQUIPMENT	-	-	-	-	-	-
PROFESSIONAL DEVELOPMENT	10,000	5,948	10,300	10,300	10,600	10,900
COMMUNITY RELATIONS	-	-	-	-	-	-
INSURANCE	-	-	-	-	-	-
VEHICLE USAGE	200	83	200	200	200	200
EQUIPMENT MAINTENANCE	-	-	-	-	-	-
SERIAL BONDS	-	-	-	-	-	-
PROGRAM COSTS	-	-	-	-	-	-
OPERATING EXPENSE	-	-	-	-	-	-
OPERATING EXPENSE TOTAL ---->	865,500	725,156	895,400	810,600	700,900	722,000
CAPITAL OUTLAY	1,200	1,130	1,200	1,200	1,200	1,200
CAPITAL OUTLAY TOTAL ---->	1,200	1,130	1,200	1,200	1,200	1,200
EXPENDITURES TOTAL ---->	2,102,400	1,737,935	2,167,800	1,936,500	2,043,550	2,116,550
TRANSFERS OUT	-	-	-	-	-	-
ALLOCATIONS OUT FOR WORKERS COMP	14,400	14,400	14,800	14,800	22,800	24,100
ALLOCATIONS OUT FOR GEN LIAB INSURANCE	4,200	4,200	4,300	4,300	4,000	4,100
TRANSFER OUT TOTAL ---->	18,600	18,600	19,100	19,100	26,800	28,200
EXPENDITURES & TRANSFERS TOTAL ---->	2,121,000	1,756,535	2,186,900	1,955,600	2,070,350	2,144,750
REVENUE SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
BUSINESS REGISTRATION	1,265,900	1,342,096	1,316,600	1,370,800	1,368,700	1,422,800
CHARGES FOR CURRENT SERVICES	-	2,451	-	400	-	-
FINES & FORFEITURES	100	250	100	100	100	100
FROM OTHER AGENCIES	-	-	-	-	-	-
LICENSES & PERMITS	-	-	-	-	-	-
OTHER REVENUE	309,400	292,906	225,900	195,100	111,300	114,600
OTHER TAX	-	-	-	-	-	-
PROPERTY TAX	-	-	-	-	-	-
SALES TAX	-	-	-	-	-	-
TRANSIENT OCCUPANCY TAX	-	-	-	-	-	-
USE OF MONEY & PROPERTY	939,200	5,535,406	1,010,500	593,300	1,673,800	1,724,100
VEHICLE IN LIEU	-	-	-	-	-	-
REVENUE TOTAL ---->	2,514,600	7,173,110	2,553,100	2,159,700	3,153,900	3,261,600
GENERAL TRANSFERS IN	-	-	-	-	-	-
ALLOCATIONS IN FROM SEWER	473,300	473,300	487,500	487,500	593,700	611,500
ALLOCATIONS IN FROM NPDES	7,400	7,400	7,600	7,600	9,900	10,200
ALLOCATIONS IN FROM GAS TAX	4,600	4,600	4,700	4,700	4,800	4,900
ALLOCATIONS IN FROM WORK COMP	17,500	17,500	18,000	18,000	18,500	19,100
ALLOCATIONS IN FROM RISK MGT	25,500	25,500	26,300	26,300	27,100	27,900
TRANSFER AND ALLOCATIONS IN TOTAL ---->	528,300	528,300	544,100	544,100	654,000	673,600
REVENUE & TRANSFERS TOTAL ---->	3,042,900	7,701,410	3,097,200	2,703,800	3,807,900	3,935,200
GENERAL FUND NET EXPENSE (REVENUE) ---->	(921,900)	(5,944,875)	(910,300)	(748,200)	(1,737,550)	(1,790,450)



ADMINISTRATIVE SERVICES DEPARTMENT

Program Name	Human Resources
Program Goals	The goal of the Human Resources program is to provide a quality workforce for the City following best practices and policies consistent with mandatory federal, state, and local regulations.
Organization	2 FTEs: Human Resources Manager, Human Resources Analyst
Major Services	<ul style="list-style-type: none"> • Labor Relations • Recruitment • Training • Benefit Administration • Employee Relations
FY 2024-25 Accomplishments	<ul style="list-style-type: none"> • 100% of the workforce attended bi-annual anti-harassment training in compliance with AB2053 • Successful recruitments: Hired 10 full-time employees and 8 part-time employees • Reduced turnover rate from the prior fiscal year • Conducted an employee survey to provide input on what City-branded merchandise employees would like • Conducted a benefit analysis to review cost effective options. • Worked with employee benefits broker to find replacement coverage for long term disability (LTD), life and accidental death & dismemberment (AD&D) insurance coverage
FY 2025-27 Goals	<ul style="list-style-type: none"> • Negotiate successor agreements with American Federation of State, County and Municipal Employees, Local 829 (AFSCME), Teamsters, Local 856 and update the City's Management and Confidential group's Salary and Benefit Resolution • Continue to enhance recruitment strategies to maximize capacity and reduce the number of vacancies • Expand communication and educational tools to improve delivery of Human Resource services • Enhance and modernize the employee evaluation process



Human Resources Objective

Labor relations, recruitment, training, benefit administration, and employee relations.

The effective planning of labor helps keep resources and overhead to a minimum while eliminating waste. Working with individual hiring managers, Human Resources tries to hire the right person for the job the first time to reduce costs and avoid new expenses incurred through the recruitment, rehiring, and retraining process. We measure the number of recruitments we process and the amount of applications we receive to confirm that our recruitments are targeting the right candidate pool.

Training and development are key components of hiring and retaining good employees. Human Resources offers a variety of different training opportunities for our employees. When employees are well equipped and continue learning, their levels of productivity and morale are increased.

Key Performance Measure		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
Total Turnover Rate		18.2%	7.3%	15%	10%
• Involuntary Turnover		4.3%	0%	0%	0%
• Voluntary Turnover		8.6%	5.2%	5.3%	5.3%
• Retirement Turnover		5.3%	2.1%	6.8%	2.2%
Description	This measures the percentage of employees who leave the City during each fiscal year. It includes both voluntary resignations, retirements and involuntary separations.				
Purpose	A high turnover rate, or a rate above 20%, can indicate issues like poor job satisfaction, low morale, inadequate compensation, or lack of opportunities for upward career growth. A high turnover rate can be costly due to the loss of institutional knowledge and experience employees take when they leave, the disruption to workflows and productivity and time and expense to recruit and train new employees.				
Status	The voluntary turnover rate is expected to continue to decline due to changes in labor agreements and total compensation strategies. The involuntary turnover rate is expected to continue to decline due to changes in recruitment and hiring strategies. The retirement turnover rate is expected to vary annually without the ability to make adjustments. However, understating our potential retirement turnover rate will help us plan effectively for succession.				
Key Performance Measure		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
Average time to fill a vacancy (in days)		101	76	60	55
Description	This measure will provide the average number of days to fill a position from the start of recruitment until hire.				
Purpose	Tracking time to fill vacancies allows the City to identify bottlenecks in our hiring process and improve efficiency. A faster hiring process ensures the top talent is secured, reducing the risk of losing skilled candidates to other organizations.				
Status	The days to fill a position are projected to decrease in FY 2024-25 and beyond partially due to establishment of a timeline and commitment from hiring managers prior to posting a recruitment. Hiring managers understand the risk of a prolonged recruitment and the impact a vacancy can have on the workforce.				

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Workload Measures	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of citywide recruitments opened	24	23	25	27
# of applications processed	655	627	675	730
# of new hires onboarded	47	31	38	40
• Full-time employees	20	11	13	10
• Part-time employees	27	20	25	30

HUMAN RESOURCES (01212000)
BUDGET SUMMARY

EXPENDITURES SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
SALARIES	314,950	328,850	324,350	348,200	373,150	384,350
BENEFITS	202,000	181,407	205,500	181,500	194,600	205,200
PERSONNEL TOTAL ---->	516,950	510,257	529,850	529,700	567,750	589,550
UTILITIES	-	-	-	-	-	-
OFFICE ADMINISTRATIVE	16,900	3,790	17,400	17,400	17,900	18,400
PROFESSIONAL SERVICES	163,700	181,815	168,600	168,600	173,700	178,900
UNIFORMS & SAFETY EQUIPMENT	-	-	-	-	-	-
PROFESSIONAL DEVELOPMENT	22,400	6,768	23,000	23,000	23,700	24,400
COMMUNITY RELATIONS	11,400	5,823	11,700	11,700	12,100	12,500
INSURANCE	-	-	-	-	-	-
VEHICLE USAGE	100	-	100	100	100	100
EQUIPMENT MAINTENANCE	4,500	-	4,600	4,600	4,700	4,800
SERIAL BONDS	-	-	-	-	-	-
PROGRAM COSTS	-	-	-	-	-	-
OPERATING EXPENSE	-	-	-	-	-	-
OPERATING EXPENSE TOTAL ---->	219,000	198,196	225,400	225,400	232,200	239,100
CAPITAL OUTLAY	500	-	500	500	500	500
CAPITAL OUTLAY TOTAL ---->	500	-	500	500	500	500
EXPENDITURES TOTAL ---->	736,450	708,453	755,750	755,600	800,450	829,150
TRANSFERS OUT	-	-	-	-	-	-
ALLOCATIONS OUT FOR WORKERS COMP	4,800	4,800	4,900	4,900	7,600	8,000
ALLOCATIONS OUT FOR GEN LIAB INSURANCE	1,400	1,400	1,400	1,400	1,300	1,300
TRANSFER OUT TOTAL ---->	6,200	6,200	6,300	6,300	8,900	9,300
EXPENDITURES & TRANSFERS TOTAL ---->	742,650	714,653	762,050	761,900	809,350	838,450
REVENUE SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
BUSINESS REGISTRATION	-	-	-	-	-	-
CHARGES FOR CURRENT SERVICES	-	-	-	-	-	-
FINES & FORFEITURES	-	-	-	-	-	-
FROM OTHER AGENCIES	-	-	-	-	-	-
LICENSES & PERMITS	-	-	-	-	-	-
OTHER REVENUE	100	16	-	-	-	-
OTHER TAX	-	-	-	-	-	-
PROPERTY TAX	-	-	-	-	-	-
SALES TAX	-	-	-	-	-	-
TRANSIENT OCCUPANCY TAX	-	-	-	-	-	-
USE OF MONEY & PROPERTY	-	-	-	-	-	-
VEHICLE IN LIEU	-	-	-	-	-	-
REVENUE TOTAL ---->	100	16	-	-	-	-
GENERAL TRANSFERS IN	-	-	-	-	-	-
ALLOCATIONS IN FROM SEWER	177,200	177,200	182,500	182,500	222,300	229,000
ALLOCATIONS IN FROM NPDES	-	-	-	-	-	-
ALLOCATIONS IN FROM GAS TAX	-	-	-	-	-	-
ALLOCATIONS IN FROM WORK COMP	-	-	-	-	-	-
ALLOCATIONS IN FROM RISK MGT	-	-	-	-	-	-
TRANSFER AND ALLOCATIONS IN TOTAL ---->	177,200	177,200	182,500	182,500	222,300	229,000
REVENUE & TRANSFERS TOTAL ---->	177,300	177,216	182,500	182,500	222,300	229,000
GENERAL FUND NET EXPENSE (REVENUE) ---->	565,350	537,437	579,550	579,400	587,050	609,450



ADMINISTRATIVE SERVICES DEPARTMENT

Program Name	Information Technology
Program Goals	The goal of the Information Technology (IT) program is to provide high-quality, accessible technology infrastructure and automated systems support to all users for receipt of timely information and to conduct City business efficiently without interruption. The goal of communications is to provide highly reliable telephone and mobile device services for City employees and highly reliable City television channel services for viewers.
Organization	4 FTEs: IT Manager, Senior Systems Analyst, and 2 Systems Analysts
Major Services	<ul style="list-style-type: none"> • IT support services for all City departments • Network infrastructure and cybersecurity management • Phone system support • Software integration • Mobile device support • Hardware support • Technology replacement • Data management • Stream TV channel • Support Council and Commission meetings • Online services and resources
FY 2024-25 Accomplishments	<ul style="list-style-type: none"> • Upgraded to Windows 11 • Upgraded firewall • Migrated GIS to cloud service • Migrated Onbase to cloud service • Expanded the IT office to accommodate four cubicles and a storage room • Coordinated with Public Works Corp Yard to modernize the EOC • Re-cabled the Corp Yard building to include new offices • Migrated mobile management system to Intune • Upgraded internet speed • Finalized Intune management for City devices • Upgraded backup software to work with cloud services • Replaced Mitel with Ringcentral • Installed battery backups in all remote sites • Hired 2nd Systems Analyst
FY 2025-27 Goals	<ul style="list-style-type: none"> • Update / create IT Policies • Continue to reduce cyber security vulnerabilities • Create/ finalize Incident Response Plan • Coordinate networking for 2nd floor library and 2nd floor City Hall • Support the Community Development Department's transition out of the Tyler EPL Permitting System • Implement multi factor authentication (MFA) to all staff • Manage the implementation of the migration of files from the hosted file server to Sharepoint



Information Technology Objective

Project planning, network infrastructure, end user and desktop support, application integration and support, server support, data management, security, TV channel, City Council and Planning Commission meeting broadcasts, mobile devices, telephony services, technology replacement, and website integration and support.

The Information Technology (IT) Division has identified uptime, response time, upgrades, and implementation as key measures because IT needs to maintain an infrastructure that is always available so staff can serve the public daily. We monitor supported devices so we can create accurate technology replacement plans to replace outdated equipment and implement new technologies.

Identifying intrusions is critical in protecting data and uptime of IT infrastructure. We monitor intrusions and uptime to ensure we have the proper tools in place to keep our servers secure.

Key Performance Measure		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
% of uptime and availability		99.999%	99.999%	99.999%	99.999%
Description	The percentage of time that the IT infrastructure (network, servers, applications, website, etc.) is fully operational and available to staff and the public.				
Purpose	Ensuring maximum uptime is critical for the effective functioning of all IT services, from daily operations to public-facing services like broadcasts and website access.				
Status	The percent of time that IT infrastructure is up and available has continued to be at 99.999% or higher.				
Key Performance Measure		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
Average incident resolution time (in business hours)					
- Critical incidents		6	4	4	4
- High incidents		0	8	8	8
- Medium incidents		7	16	16	16
- Low incidents		41	40	40	40
Description	The measure shows average time it takes to resolve IT incidents (such as network issues, security breaches, or device malfunctions).				
Purpose	A quick resolution time ensures minimal disruption to services, allowing staff to continue serving the public without delays. This measure includes both general IT support and critical issues like intrusions and system outages.				
Status	Response time is within the Service Level Agreement (SLA), and staff expects to continue to resolve incidents efficiently.				



	Priority Level	Description	Response Target	Resolution Target	
	Critical	Immediate impact on business operations (e.g., system outages, cybersecurity intrusions)	Within 15 minutes	Within 4 Business hours	
	High	Significant impact on business operations (e.g., major application issues covering multiple users)	Within 1 Business hours	Within 8 Business hours	
	Medium	Moderate impact on business operations (e.g., individual application issues)	Within 4 Business hours	Within 2 business days	
	Low	Minimal impact on business operations (e.g., general inquiries, minor issues)	Within 8 Business hours	Within 5 business days	
Key Performance Measure		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of users completed the cybersecurity training		234	242	240	240
Description	The security awareness training program is designed to educate employees on recognizing and mitigating cybersecurity threats, including phishing, social engineering, and malware attacks. This proactive approach helps safeguard the organization’s data and systems from potential breaches.				
Purpose	Cyber threats are constantly evolving, and human error remains one of the biggest vulnerabilities in any organization. Regular training ensures that employees can identify and respond appropriately to security risks, reducing the likelihood of successful attacks.				
Status	The 2024 cybersecurity awareness training has a 97% completion rate among staff. While our goal is 100%, this number accounts for former employees who left before completing the training and new hires who are still in progress.				

Workload Measures	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of devices supported	1,805	1,850	1,900	1,925
# of tickets created	2,670	2,700	2,700	2,700

INFORMATION TECHNOLOGY (01213000)
BUDGET SUMMARY

EXPENDITURES SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
SALARIES	617,000	552,695	636,900	658,400	694,200	715,200
BENEFITS	323,200	252,315	327,800	285,900	344,400	364,100
PERSONNEL TOTAL ---->	940,200	805,010	964,700	944,300	1,038,600	1,079,300
UTILITIES	109,600	126,264	112,900	112,900	121,300	124,900
OFFICE ADMINISTRATIVE	5,700	5,019	5,900	5,900	6,100	6,300
PROFESSIONAL SERVICES	233,200	224,322	240,200	240,200	212,400	218,800
UNIFORMS & SAFETY EQUIPMENT	-	-	-	-	-	-
PROFESSIONAL DEVELOPMENT	35,000	29,074	36,000	36,000	37,200	38,400
COMMUNITY RELATIONS	-	-	-	-	-	-
INSURANCE	-	-	-	-	-	-
VEHICLE USAGE	300	-	300	300	300	300
EQUIPMENT MAINTENANCE	381,300	272,213	392,700	392,700	614,500	632,900
SERIAL BONDS	-	-	-	-	-	-
PROGRAM COSTS	-	-	-	-	-	-
OPERATING EXPENSE	-	-	-	-	-	-
OPERATING EXPENSE TOTAL ---->	765,100	656,891	788,000	788,000	991,800	1,021,600
CAPITAL OUTLAY	12,500	5,955	12,900	1,000	13,300	13,700
CAPITAL OUTLAY TOTAL ---->	12,500	5,955	12,900	1,000	13,300	13,700
EXPENDITURES TOTAL ---->	1,717,800	1,467,855	1,765,600	1,733,300	2,043,700	2,114,600
TRANSFERS OUT	-	-	-	-	-	-
ALLOCATIONS OUT FOR WORKERS COMP	9,600	9,600	9,900	9,900	15,200	16,000
ALLOCATIONS OUT FOR GEN LIAB INSURANCE	3,100	3,100	3,200	3,200	2,900	3,000
TRANSFER OUT TOTAL ---->	12,700	12,700	13,100	13,100	18,100	19,000
EXPENDITURES & TRANSFERS TOTAL ---->	1,730,500	1,480,555	1,778,700	1,746,400	2,061,800	2,133,600
REVENUE SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
BUSINESS REGISTRATION	-	-	-	-	-	-
CHARGES FOR CURRENT SERVICES	-	-	-	-	-	-
FINES & FORFEITURES	-	-	-	-	-	-
FROM OTHER AGENCIES	-	-	-	-	-	-
LICENSES & PERMITS	-	-	-	-	-	-
OTHER REVENUE	-	-	-	-	-	-
OTHER TAX	-	-	-	-	-	-
PROPERTY TAX	-	-	-	-	-	-
SALES TAX	-	-	-	-	-	-
TRANSIENT OCCUPANCY TAX	-	-	-	-	-	-
USE OF MONEY & PROPERTY	-	-	-	-	-	-
VEHICLE IN LIEU	-	-	-	-	-	-
REVENUE TOTAL ---->	-	-	-	-	-	-
GENERAL TRANSFERS IN	-	-	-	-	-	-
ALLOCATIONS IN FROM SEWER	418,800	418,800	431,400	431,400	525,400	541,200
ALLOCATIONS IN FROM NPDES	6,200	6,200	6,400	6,400	8,400	8,700
ALLOCATIONS IN FROM GAS TAX	7,300	7,300	7,500	7,500	7,700	7,900
ALLOCATIONS IN FROM WORK COMP	11,600	11,600	11,900	11,900	12,300	12,700
ALLOCATIONS IN FROM RISK MGT	11,200	11,200	11,500	11,500	11,800	12,200
TRANSFER AND ALLOCATIONS IN TOTAL ---->	455,100	455,100	468,700	468,700	565,600	582,700
REVENUE & TRANSFERS TOTAL ---->	455,100	455,100	468,700	468,700	565,600	582,700
GENERAL FUND NET EXPENSE (REVENUE) ---->	1,275,400	1,025,455	1,310,000	1,277,700	1,496,200	1,550,900

TECHNOLOGY REPLACEMENT FUND (10999000)
BUDGET SUMMARY

EXPENDITURES SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
SALARIES	-	-	-	-	-	-
BENEFITS	-	-	-	-	-	-
PERSONNEL TOTAL ---->	-	-	-	-	-	-
UTILITIES	-	-	-	-	-	-
OFFICE ADMINISTRATIVE	-	-	-	-	-	-
PROFESSIONAL SERVICES	-	-	-	-	-	-
UNIFORMS & SAFETY EQUIPMENT	-	-	-	-	-	-
PROFESSIONAL DEVELOPMENT	-	-	-	-	-	-
COMMUNITY RELATIONS	-	-	-	-	-	-
INSURANCE	-	-	-	-	-	-
VEHICLE USAGE	-	-	-	-	-	-
EQUIPMENT MAINTENANCE	-	-	-	-	-	-
SERIAL BONDS	-	-	-	-	-	-
PROGRAM COSTS	-	-	-	-	-	-
OPERATING EXPENSE	-	-	-	-	-	-
OPERATING EXPENSE TOTAL ---->	-	-	-	-	-	-
CAPITAL OUTLAY	220,100	105,417	249,300	249,300	507,800	282,067
CAPITAL OUTLAY TOTAL ---->	220,100	105,417	249,300	249,300	507,800	282,067
EXPENDITURES TOTAL ---->	220,100	105,417	249,300	249,300	507,800	282,067
TRANSFERS OUT	-	-	-	-	-	-
ALLOCATIONS OUT FOR WORKERS COMP	-	-	-	-	-	-
ALLOCATIONS OUT FOR GEN LIAB INSURANCE	-	-	-	-	-	-
TRANSFER OUT TOTAL ---->	-	-	-	-	-	-
EXPENDITURES & TRANSFERS TOTAL ---->	220,100	105,417	249,300	249,300	507,800	282,067

REVENUE SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
BUSINESS REGISTRATION	-	-	-	-	-	-
CHARGES FOR CURRENT SERVICES	-	-	-	-	-	-
FINES & FORFEITURES	-	-	-	-	-	-
FROM OTHER AGENCIES	-	-	-	-	-	-
LICENSES & PERMITS	-	-	-	-	-	-
OTHER REVENUE	-	-	-	-	-	-
OTHER TAX	-	-	-	-	-	-
PROPERTY TAX	-	-	-	-	-	-
SALES TAX	-	-	-	-	-	-
TRANSIENT OCCUPANCY TAX	-	-	-	-	-	-
USE OF MONEY & PROPERTY	-	-	-	-	-	-
VEHICLE IN LIEU	-	-	-	-	-	-
REVENUE TOTAL ---->	-	-	-	-	-	-
GENERAL TRANSFERS IN	200,000	200,000	200,000	200,000	118,000	121,000
ALLOCATIONS IN FROM SEWER	-	-	-	-	-	-
ALLOCATIONS IN FROM NPDES	-	-	-	-	-	-
ALLOCATIONS IN FROM GAS TAX	-	-	-	-	-	-
ALLOCATIONS IN FROM WORK COMP	-	-	-	-	-	-
ALLOCATIONS IN FROM RISK MGT	-	-	-	-	-	-
TRANSFER AND ALLOCATIONS IN TOTAL ---->	200,000	200,000	200,000	200,000	118,000	121,000
REVENUE & TRANSFERS TOTAL ---->	200,000	200,000	200,000	200,000	118,000	121,000
TECHNOLOGY FUND NET EXPENSE (REVENUE) ---->	20,100	(94,583)	49,300	49,300	389,800	161,067

SAN CARLOS THROUGH THE YEARS - 1930S

Crowing Roosters Protested At San Carlos Council Meet

SAN CARLOS, May 26.—The annoyance of crowing roosters in San Carlos was brought to the attention of the city council last evening by Councilman Claude S. Sorensen. Sorensen said that he is being awakened each morning by a bothersome rooster. The councilman explained that the crow of this particular bird has a different tone than that of other roosters and has become very annoying. As the City of San Carlos has no ordinance prohibiting the keeping of roosters, the council was unable to take any action on the complaint.

The council donated \$100 toward an electric sign which will be erected by the chamber of commerce at San Carlos avenue and El Camino Real. The sign is to cost \$225, stated a letter from Hiram B. Cook Jr., president of the chamber. The chamber of commerce will make up the difference through individual subscriptions and dues. The council at the same time signed a lease with the Southern Pacific Company for permission to use the company's ground for the erection of the sign.

A petition signed by 13 property owners complaining against cattle herders who have located in the vicinity of San Carlos Manor was read by City Clerk J. M. Edling. The complaint was based on sanitary conditions. After some discussion the city clerk was authorized to write to the petitioners explaining that if the herders should become a nuisance the council will take action for their removal.

City Attorney Albert S. Mans-

field was given permission to leave the state.

The question of a beer ordinance was brought up but no action taken. Police Commissioner John B. Bryan stated that he was desirous of getting an ordinance to control the sale of beer.

Councilman Merritt R. Hosmer brought up the question of the appearance of the lawn in front of the railroad station at San Carlos. City Clerk Edling was authorized to write to the railroad asking it to take care of this matter at once.

J. V. Schilling of San Francisco, representing the Shopping News, was advised that his firm could not distribute the paper unless the carrier rang each door-bell. An ordinance exists in San Carlos prohibiting the distribution of papers of this type.

David V. Reeves sent a letter to the council advising that on June 8 his company will be given a hearing at the railroad commission, at which time a certificate of convenience and necessity will be issued to the realty company for the operation of the water system at Devonshire. The hearing was previously set for May 27 but has been postponed.

Tax Collector John V. Clark told the council that a number of accounts on the street assessment roll which have been paid showed "not paid." City Attorney Mansfield was instructed to take up the matter with the Hanrahan Company, street contractors, so the books can be straightened up. The street work was completed some five years ago.

COUNCIL WORRIES OVER MOSQUITOES

San Carlos Suffering Since Grain Cut; Roads Discussed

SAN CARLOS, Apr. 26.—The pestilence so well-known to peninsula residents as the "mosquito" was among the main topics of discussion at a council meeting last evening. San Carlos has been infested with this pest in the last few days since the hay fields have been cut. The council members suggested to Mayor Asa Hull, member of the mosquito abatement board of San Mateo county, that immediate action be taken to relieve the people of San Carlos of this pest.

Mayor Hull said that he had recommended to Louis Dickey, chairman of the board, that the marshland on the east side of the highway extending to the Ohio Building be plowed up in order to locate the "root of all evil." The heavy rains this year have caused deep cracks in the earth where mosquitos have been able to breed unmolested on account of the heavy grains growing over these cracks, the mayor stated.

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San Carlos

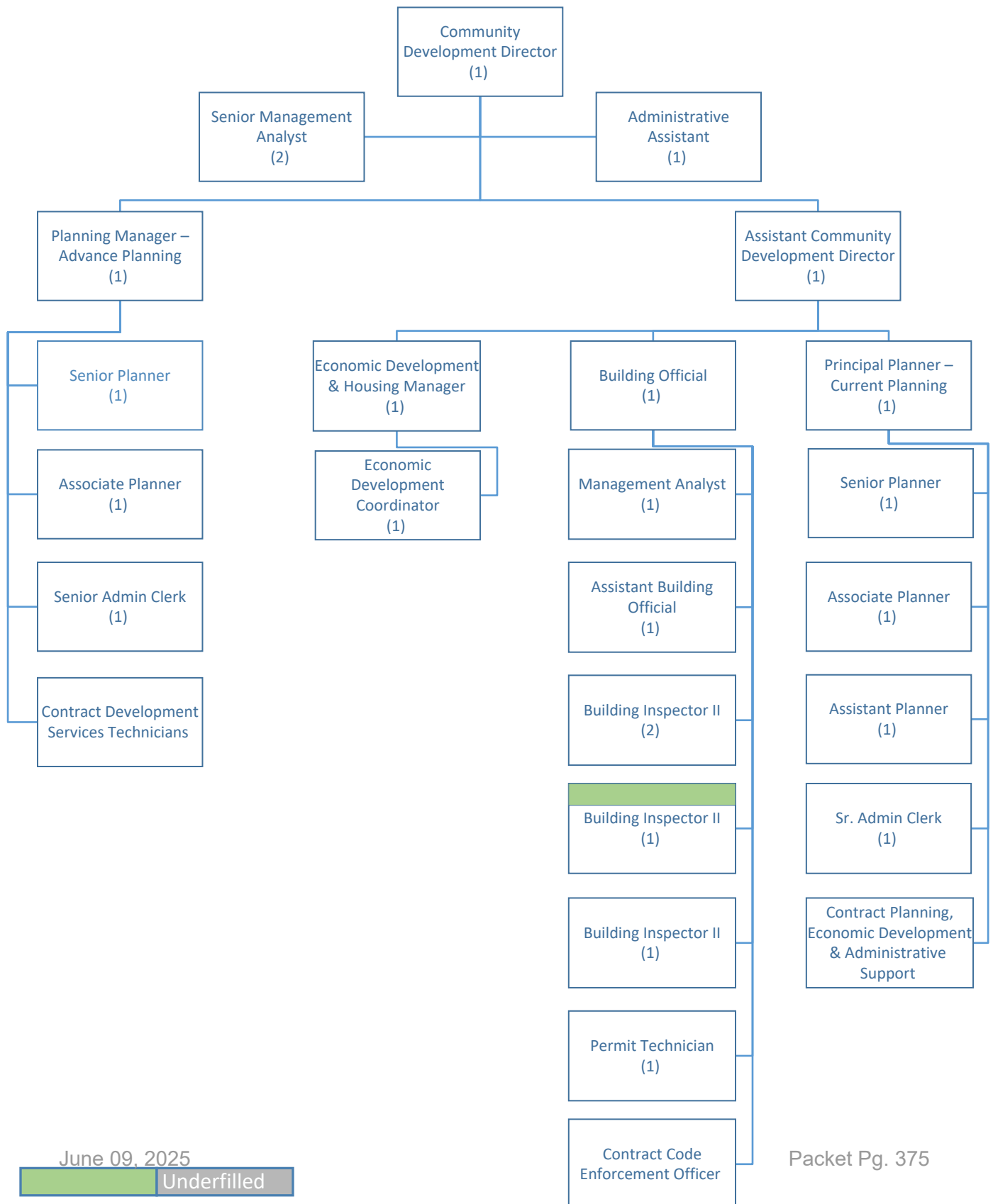
Dog Ownership Restricted

San Carlos, Cal. (U.P.)—The city council has passed an ordinance limiting the number of dogs that can be kept in the city to two for each family. The idea was to banish the number of dog kennels formerly maintained here.



Community Development Department

Organization Chart



June 09, 2025

Underfilled

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SAN CARLOS SPOTLIGHT

Community Development Department



San Carlos, 1940

San Carlos Tops Redwood City In Building Permits for 1946

Although Redwood City's total building permits so far this year showed a gain of \$131,750 over those of San Carlos for the same period, San Carlos' total figures continued to show a slight bulge over those of Redwood City, reports from the building departments of the cities showed today.

During the month of May, building permits in San Carlos totaled \$232,600 to bring the figure for the year in that city to \$2,438,103. In Redwood City, for the same period (May) building permits totaled \$354,350, which added to figures for the other months in the year brought the year's total so far to \$2,240,050. At the end of May, only \$198,050 worth of building permits separated the construction figures for the two cities for the year.

The gap between the two cities remains the same today since so far in this month building departments in both cities report that \$34,500 worth of permits have been issued.

Redwood City Tribune, 1946

Council To Discuss 'Off Street Parking'

"Off street parking" as presented by the San Carlos Planning Commission is expected to be one of the major items of discussion before the city council when it meets this evening at 8 o'clock at the city hall. County Assessor Martin J. Flynn's estimation of costs concerning the use by the city or the county assessment list is also on the agenda.

Flynn appeared some while ago at the city council at its request to explain the service of the county in these tax appraisals. Since then it was made public at a county board of supervisors meeting that the cost would be \$75 a month to the City of San Carlos.

San Carlos is trying to avoid the problems which have beset other Peninsula cities over parking areas, Gordon Bye, secretary of the Planning Commission which met this week, said, by "looking ahead." Other cities in this vicinity have had to acquire property at great expense, he said, in order to meet the downtown parking situation, and in other cities the merchant himself is required to provide this. The commission is recommending the use of downtown alleyways by means of set-back lines, Bye said, and states the merchants are all in accord with this.

Also before the council tonight is the question of sick leave for employees.

RWC Tribune, 1952

New Setback Line Law Takes Effect

Vincent C. Murphy, San Carlos building inspector, today warned contractors and construction men that yesterday the new setback line law adopted by the San Carlos City Council, became effective.

The new ordinance, drafted by the San Carlos Planning Commission, increases setback requirements in both the inhabited and uninhabited portions of the city.

Side setbacks requirements in inhabited territory have been boosted from the former 3-foot requirement to 5 feet on lots 50 feet or more in width. Smaller lots can deduct 10 per cent from the 5-foot requirement.

Where there is virtually no inhabitation, the requirement is now 4 feet. It was previously 3 feet.

Setback lines in the front of corner-lot residences is 15 feet, boosting by 5 feet the former requirement. Rear setback lines are increased to 10 feet.

The side requirement on a corner lot, where the home faces the street, is 7½ feet.

Times-Gazette, 1952

Another Rezoning Problem Faces Planners Monday Night

The question of rezoning certain lots in the Devonshire District from business to residential will be up for public hearing before the San Carlos Planning Commission when it meets next Monday night at 8 o'clock at the city hall, Gordon Bye, chairman, said today.

These lots, which are owned by the Suburban Investment Co., were the object of "political football" in the city's election last Spring, due to the fact that the owners had applied at that time for rezoning to second residential so they could erect a number of duplexes on the lots. The rezoning was denied by recommendation of the planning

commission and complied in by the council.

However, before the matter came up for public hearing, the company made it known through its attorney that it had transferred its plans for these two unit homes to another city "which was eager for them." It also signified that that left no alternative to the owners, if the lots were rezoned to residential, but to build the most minimum type of home as the lots are small. The plans originally displayed for the duplexes took in several lots for each home and showed considerable landscaping.

Set-back lines on East San Carlos Ave. will be a matter of routine business which will also be taken up at this meeting, Bye indicated.

Redwood City Tribune, 1945



COMMUNITY DEVELOPMENT DEPARTMENT

Mission

The Community Development Department manages future development in the city to ensure a high quality of life, safety, and economic viability for the entire community. Through the coordination of current and long-range planning, economic development, housing programs, plan review processes, permit issuance, inspection services, and administration of the appropriate City ordinances, the Department preserves neighborhood character and enhances the community's quality of life within the context of the City's General Plan. Services are provided through five programs: Development and Permitting Services; Key Development Project Facilitation; Code Enforcement and Advance Planning; Economic Development; and Housing Compliance and Assistance.

Organization

The Department is comprised of Current Planning, Advance Planning, Building, Economic Development, and Housing

Org Code

01181000, 01191000, 01191001, 0164000, 01640033, 29291000, 31313000

Dept

1810, 1910, 1911, 2910, 3130, 6400

Description

Under the direction of the Community Development Director, the Community Development Department consists of 24 full-time regular employees, 4.2 FTEs equivalent of planning contractors, and 1 FTE Code Enforcement contractor across four divisions.

Program	Management
Leadership and Management (3.8 FTEs)	Community Development Director
Development and Permitting, Key Development Project Facilitation, Code Enforcement, Advance Planning, and Code Enforcement (22.75 FTEs/contractors)	Community Development Director Assistant Community Development Director Planning Manager Principal Planner Building Official
Economic Development (1.325 FTE)	Assistant Community Development Director Economic Development & Housing Manager
Housing Compliance and Assistance (1.325 FTE)	Assistant Community Development Director Economic Development & Housing Manager

COMMUNITY DEVELOPMENT DEPARTMENT
BUDGET SUMMARY (General Fund only)

EXPENDITURES SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
SALARIES	3,352,900	2,936,175	3,562,200	3,288,600	3,993,300	4,112,500
BENEFITS	1,819,400	1,369,719	1,880,450	1,559,550	2,015,300	2,127,800
PERSONNEL TOTAL ---->	5,172,300	4,305,895	5,442,650	4,848,150	6,008,600	6,240,300
UTILITIES	-	-	-	-	-	-
OFFICE ADMINISTRATIVE	150,900	153,031	155,500	152,400	160,200	165,100
PROFESSIONAL SERVICES	3,279,100	2,752,972	3,401,800	3,397,700	3,605,900	3,714,000
UNIFORMS & SAFETY EQUIPMENT	-	-	-	-	-	-
PROFESSIONAL DEVELOPMENT	88,700	56,312	91,300	91,300	94,000	96,800
COMMUNITY RELATIONS	10,700	3,748	11,000	11,000	11,300	11,600
INSURANCE	-	-	-	-	-	-
VEHICLE USAGE	800	-	800	800	800	800
EQUIPMENT MAINTENANCE	4,000	2,242	4,100	4,100	4,200	4,300
SERIAL BONDS	-	-	-	-	-	-
PROGRAM COSTS	-	-	-	-	-	-
OPERATING EXPENSE	-	-	-	-	-	-
OPERATING EXPENSE TOTAL ---->	3,534,200	2,968,304	3,664,500	3,657,300	3,876,400	3,992,600
CAPITAL OUTLAY	2,400	-	2,500	2,500	2,600	2,700
CAPITAL PROJECTS	-	-	-	-	-	-
CAPITAL OUTLAY TOTAL ---->	2,400	-	2,500	2,500	2,600	2,700
EXPENDITURES TOTAL ---->	8,708,900	7,274,199	9,109,650	8,507,950	9,887,600	10,235,600
TRANSFERS OUT	-	-	-	-	-	-
ALLOCATIONS OUT TO GENERAL FUND	-	-	-	-	-	-
ALLOCATIONS OUT FOR WORKERS COMP	55,200	55,200	56,900	56,900	89,300	94,100
ALLOCATIONS OUT FOR GEN LIAB INSURANCE	47,200	47,200	48,700	48,700	54,400	56,000
TRANSFER OUT TOTAL ---->	102,400	102,400	105,600	105,600	143,700	150,100
EXPENDITURES & TRANSFERS TOTAL ---->	8,811,300	7,376,599	9,215,250	8,613,550	10,031,300	10,385,700
REVENUE SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
BUSINESS REGISTRATION	-	-	-	-	-	-
CHARGES FOR CURRENT SERVICES	2,346,300	3,278,677	2,107,700	3,335,000	3,308,000	3,407,300
FINES & FORFEITURES	2,100	1,200	2,200	2,200	2,300	2,400
FROM OTHER AGENCIES	-	-	-	-	-	-
LICENSES & PERMITS	2,207,600	3,708,607	2,273,800	2,822,800	2,742,000	2,824,300
OTHER REVENUE	25,200	37,963	25,900	31,000	26,600	27,400
OTHER TAX	-	-	-	-	-	-
PROPERTY TAX	-	-	-	-	-	-
SALES TAX	-	-	-	-	-	-
TRANSIENT OCCUPANCY TAX	-	-	-	-	-	-
USE OF MONEY & PROPERTY	-	-	-	-	-	-
VEHICLE IN LIEU	-	-	-	-	-	-
REVENUE TOTAL ---->	4,581,200	7,026,446	4,409,600	6,191,000	6,078,900	6,261,400
GENERAL TRANSFERS IN	-	-	-	-	-	-
ALLOCATIONS IN FROM SEWER	-	-	-	-	-	-
ALLOCATIONS IN FROM NPDES	-	-	-	-	-	-
ALLOCATIONS IN FROM GAS TAX	-	-	-	-	-	-
ALLOCATIONS IN FROM WORK COMP	-	-	-	-	-	-
ALLOCATIONS IN FROM RISK MGT	-	-	-	-	-	-
ALLOCATIONS IN FROM LMI TO GF	104,100	104,100	107,200	107,200	110,400	113,700
ALLOCATIONS IN FROM HOUSING	317,300	317,300	326,900	326,900	436,700	449,800
TRANSFER AND ALLOCATIONS IN TOTAL ---->	421,400	421,400	434,100	434,100	547,100	563,500
REVENUE & TRANSFERS TOTAL ---->	5,002,600	7,447,846	4,843,700	6,625,100	6,626,000	6,824,900
GENERAL FUND NET EXPENSE (REVENUE) ---->	3,808,700	(71,247)	4,371,550	1,988,450	3,405,300	3,560,800



COMMUNITY DEVELOPMENT DEPARTMENT

Program Name	Leadership & Management
Organization	3.8 FTEs: Community Development Director, Assistant Community Development Director, Senior Management Analysts, Planning Manager, Principal Planner, Economic Development & Housing Manager, Economic Development Coordinator, Building Official, Administrative Assistant
Major Services	<ul style="list-style-type: none"> • Manage development in the city • Enhance and protect the quality of life • Secure and enhance economic vitality and housing stock • Provide staff to numerous committees and the Planning and Transportation Commission • Manage Divisions <ul style="list-style-type: none"> – Current Planning – Building & Code Enforcement – Economic Development & Housing – Advance Planning
FY 2024-25 Accomplishments	<ul style="list-style-type: none"> • Established the Development Coordination Committee (DCC) and successfully conducted seven meetings to facilitate efficient inter-departmental project reviews for key development projects • Adopted two Ordinance amendments: one allowing childcare in certain existing facilities and another eliminating the undergrounding requirement for utilities in single-family homes • Launched a community benefits webpage with an interactive map tracking a variety of benefits negotiated through development agreements that benefit the public such as plazas and walkways • All division heads continued to serve on interview panels to meet staffing needs within the Community Development Department • Received \$300,000 in grant funding for long range planning projects
FY 2025-27 Goals	<ul style="list-style-type: none"> • Continue ongoing code update training for Building Division staff and code enforcement • Continue to initiate Ordinance amendments to streamline housing and manage development in the city • Continue ongoing accessory dwelling unit (ADU)/junior accessory dwelling unit (JADU) and new housing state law trainings for staff in Planning and Economic Development and Housing Divisions • Continue to find and apply for grant funding for any applicable projects/initiatives • Launch New Cloud Permitting System: Streamlined reviews, effective internal collaboration, new reporting mechanisms • Continuous analysis of internal processes and communication

**Program Goals**

The goal of the leadership and management team is to provide leadership, oversight, longevity planning, and support to develop and deliver innovative, high-quality programs and services that meet the needs and interests of San Carlos residents and to provide professional recommendations and administrative support services to the City Council, the Planning and Transportation Commission (PTC), Economic Development Advisory Commission (EDAC), Zoning Administrator, Successor Agency, Citywide Safety Committee, Risk Management Committee, and other appointed advisory committees or subcommittees. Another component of this program is to comply with State Law AB 1X 26 regarding the dissolution of the former Redevelopment Agency and liquidation of assets in a manner that maximizes value for the local taxing entity.

Leadership & Management**Objective 1**

Manage internal administration, master plans, GIS, maps, emergency response, outreach, intergovernmental relations, grant applications, staff training, development and supervision, Municipal Code updates, regulatory compliance, City Council Strategic Plan initiatives, consultant contract administration, budgeting, file management, purchasing, and flood plain administration. Prepare reports and recommendations and provide presentations to the City Council, PTC Zoning Administrator, Successor Agency, EDAC, and other advisory or subcommittees. Prepare agendas and minutes and facilitate meetings. Evaluate and conduct orderly disposition of properties and assets in a manner to maximize value.

The Key Performance Measures below are selected because each of them requires direct oversight, involvement, and attendance by senior management staff. These measures show the broad span of meetings and tasks requiring in-depth preparation and hands-on expertise on a wide range of complex topics throughout the budget cycle.

Key Performance Measure		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
% of residents satisfied with the City's effort to promote economic development to stimulate the local economy		N/A	88.1%	N/A	85%
Description	This satisfaction survey data is collected as part of the Community Satisfaction Survey that is conducted biennially by True North Research, Inc. This year's survey polled 680 adults in January 2025.				
Purpose	The survey provides a statistically reliable understanding of residents' satisfaction, priorities, and concerns as they relate to services and facilities provided by the City.				
Status	The latest survey was conducted in 2025 and the next survey will be conducted in 2027. Community survey reports can be found at www.cityofsancarlos.org/communitysurveys .				



Key Performance Measure		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
% of Community Development Department staff who participate in continued learning		86%	90%	92%	95%
Description	This key performance measure tracks the percentage of staff who actively participated in continued learning, training certifications, leadership programs, etc.				
Purpose	Continued learning and participation in various programs ensures that staff is up to date with current requirements, laws, and best practices and is therefore able to provide excellent customer and share knowledge with a high level of confidence.				
Status	Community Development Department staff place a premium on continuous education and learning and participate as often as possible as workloads allow.				
Key Performance Measure		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
Participation and attendance at countywide and regional meetings		72	72	72	72
Description	This key performance measure indicates the various collaborative meetings staff participated in and/or were involved with that inform a wide variety of tasks that are performed. These include cross-collaboration with other entities/groups such as 21 Elements, MTC, SamTrans, Building Official Collaborations, SVEDA, SAMCEDA, and the Chamber of Commerce.				
Purpose	Due to the complex nature of the work, collaboration and assistance with colleagues and agencies is important to accomplishing local and regional goals.				
Status	Staff participate in several regional and/or countywide meetings a month.				

**Climate Mitigation and Adaptation Plan**

Climate Mitigation and Adaptation Plan (CMAP) implementation.

The CMAP contains 45 climate mitigation and adaptation strategies.

Objective 2

Key Performance Measure	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
% reduction in greenhouse gases community wide since 1990	9.2% as of 2019	9.2% as of 2019	9.2% as of 2019	9.2% as of 2019
% reduction in greenhouse gases by municipal government since 2015	26% as of 2018	26% as of 2018	26% as of 2018	26% as of 2018
# of climate strategies addressed	32	32	34	35
% of climate strategies addressed	71%	71%	75%	77%
Description	The CMAP is San Carlos' strategic plan to reduce greenhouse gas emissions and to adapt to changing climate conditions.			
Purpose	The CMAP identifies 45 strategies that, if implemented, will allow the community to achieve its emissions reduction targets.			
Status	The City of San Carlos is implementing the CMAP strategies on an ongoing basis.			

Workload Measures	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# PTC meetings facilitated	17	17	24	24
# of EDAC meetings facilitated	5	5	6	6
# of Zoning Administrator hearings facilitated	1	2	2	2
# of City Council Subcommittee meetings facilitated	17	22	15	15
# of civic engagement events organized and attended by staff	27	15	15	15
# of new state laws addressed	6	6	6	6

COMMUNITY DEVELOPMENT LEADERSHIP AND MANAGEMENT (01640000)
BUDGET SUMMARY

EXPENDITURES SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
SALARIES	704,250	716,197	829,550	757,100	1,018,250	1,048,750
BENEFITS	360,800	343,657	393,550	367,550	477,700	505,300
PERSONNEL TOTAL ---->	1,065,050	1,059,854	1,223,100	1,124,650	1,495,950	1,554,050
UTILITIES	-	-	-	-	-	-
OFFICE ADMINISTRATIVE	101,800	101,860	104,800	104,800	107,900	111,100
PROFESSIONAL SERVICES	36,500	23,079	37,600	37,600	38,700	39,900
UNIFORMS & SAFETY EQUIPMENT	-	-	-	-	-	-
PROFESSIONAL DEVELOPMENT	14,400	8,881	14,800	14,800	15,200	15,600
COMMUNITY RELATIONS	-	-	-	-	-	-
INSURANCE	-	-	-	-	-	-
VEHICLE USAGE	200	-	200	200	200	200
EQUIPMENT MAINTENANCE	-	-	-	-	-	-
SERIAL BONDS	-	-	-	-	-	-
PROGRAM COSTS	-	-	-	-	-	-
OPERATING EXPENSE	-	-	-	-	-	-
OPERATING EXPENSE TOTAL ---->	152,900	133,820	157,400	157,400	162,000	166,800
CAPITAL OUTLAY	-	-	-	-	-	-
CAPITAL OUTLAY TOTAL ---->	-	-	-	-	-	-
EXPENDITURES TOTAL ---->	1,217,950	1,193,674	1,380,500	1,282,050	1,657,950	1,720,850
TRANSFERS OUT	-	-	-	-	-	-
ALLOCATIONS OUT FOR WORKERS COMP	9,600	9,600	9,900	9,900	15,200	16,000
ALLOCATIONS OUT FOR GEN LIAB INSURANCE	33,200	33,200	34,200	34,200	40,500	41,700
TRANSFER OUT TOTAL ---->	42,800	42,800	44,100	44,100	55,700	57,700
EXPENDITURES & TRANSFERS TOTAL ---->	1,260,750	1,236,474	1,424,600	1,326,150	1,713,650	1,778,550
REVENUE SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
BUSINESS REGISTRATION	-	-	-	-	-	-
CHARGES FOR CURRENT SERVICES	-	-	-	-	-	-
FINES & FORFEITURES	-	-	-	-	-	-
FROM OTHER AGENCIES	-	-	-	-	-	-
LICENSES & PERMITS	-	-	-	-	-	-
OTHER REVENUE	-	-	-	-	-	-
OTHER TAX	-	-	-	-	-	-
PROPERTY TAX	-	-	-	-	-	-
SALES TAX	-	-	-	-	-	-
TRANSIENT OCCUPANCY TAX	-	-	-	-	-	-
USE OF MONEY & PROPERTY	-	-	-	-	-	-
VEHICLE IN LIEU	-	-	-	-	-	-
REVENUE TOTAL ---->	-	-	-	-	-	-
GENERAL TRANSFERS IN	-	-	-	-	-	-
ALLOCATIONS IN FROM SEWER	-	-	-	-	-	-
ALLOCATIONS IN FROM NPDES	-	-	-	-	-	-
ALLOCATIONS IN FROM GAS TAX	-	-	-	-	-	-
ALLOCATIONS IN FROM WORK COMP	-	-	-	-	-	-
ALLOCATIONS IN FROM RISK MGT	-	-	-	-	-	-
TRANSFER AND ALLOCATIONS IN TOTAL ---->	-	-	-	-	-	-
REVENUE & TRANSFERS TOTAL ---->	-	-	-	-	-	-
GENERAL FUND NET EXPENSE (REVENUE) ---->	1,260,750	1,236,474	1,424,600	1,326,150	1,713,650	1,778,550

SAN CARLOS THROUGH THE YEARS - 1930S

San Carlos to Ask U. S. for Mail Delivery

Times Redwood City Bureau
SAN CARLOS, Jan. 27.—Postmistress Mary K. Davis will be asked by the San Carlos council to seek a survey of the city for the purpose of establishing city delivery here.

Pointing out that San Carlos has grown rapidly the past few years, the council instructed City Clerk Mrs. Lillian A. Lynch to write the postmistress immediately. At the present time, local residents must call at the post office for their mail.

The council pledged its support to the "1939 Shine Campaign" and promised to keep up shrubs and trees planted by the Civic Garden club, Community club and chamber of commerce. Mayor Asa Hull told Mrs. Effie Mahany of the Garden club that the city is planting wild flower seed along the Southern Pacific right of way.

City Clerk Mrs. Lynch was instructed to protest to the San Francisco-Peninsula, Inc., an advertisement that appeared in San Francisco newspapers last Saturday and which failed to include San Carlos in the group of Peninsula cities whose building permits last year were over \$1,000,000.

San Carlos permits last year totaled \$1,015,200.

GREETING CARDS

Stationery
Party Decorations
Gift Wares
Circulating Library

The Green Door

630 El Camino Real

Phone S. C. 217, San Carlos

June 09, 2025

San Carlos Has \$13,135 Fund

Special to The Times
SAN CARLOS, April 13.—When San Carlos' new city clerk, Mrs. Lillian A. Lynch, and Councilmen Merritt R. Hosmer and John E. Cowgill, take office following a canvass of election returns next Monday night, the city will start with a balance of \$13,135.89 in its general fund, a report of H. G. Uhlenberg, public accountant, shows today.

Cash balances on the treasurer's records and city clerk's books were in agreement with amounts confirmed by the bank. Cash balances as of March 31, 1934, general fund, \$13,135.89; special district improvement bond fund, \$22,284.67; municipal bonds having a face value of \$26,000, in the custody of H. A. Lindberg, treasurer, were inspected. The financial accounts of the town to be turned over by City Clerk Julius M. Edling, have been maintained in a satisfactory manner, said the report.

SAN CARLOS OFFICIALS OCCUPY NEW CITY HALL

SAN CARLOS, March 13.—Friday the thirteenth held no terrors for San Carlos city officials who were today moving their offices into the new \$26,000 city hall on Elm street, following adoption last night by the city council of a resolution accepting the structure, formerly the San Carlos grammar school.

City Clerk J. M. Edling, Tax Collector John V. Clark, Police Chief Ed Wheeler and others were dusting out new quarters and polishing off new desks.

The new city hall, on which the council has spent more than \$12,000 for alterations, will be formally dedicated by Mayor John E. Cowgill at a ball of the fire department tomorrow night. The ball will be held in the auditorium of the new building. Council meetings have been held in the new building for several weeks.

Brittan Estate Sale Reported

Acreage in San Carlos Will Immediately Be Developed

Acquisition by San Francisco interests of the 95-acre tract composing the late Mrs. Belle J. Brittan's estate in the heart of San Carlos was announced today by John W. Rutherford, who will act as the subdivider's agent. The sale was arranged by the office of Merritt R. Hosmer of San Carlos.

Immediate improvement of the property by construction of streets and erection of homes is planned, Rutherford announced. Surveying will be started this week by George A. Kneese's office for laying out the new subdivision.

The tract is bounded by Cedar street and the Alameda de las Pulgas and by San Carlos and Brittan avenues. It is part of the old Nathaniel Brittan estate. Brittan was one of the pioneer settlers of San Carlos. The land is reported to have involved a consideration of \$50,000.



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Packet Pg. 384



COMMUNITY DEVELOPMENT DEPARTMENT

Program Name	Development and Permitting Services, Key Development Project Facilitation, Code Enforcement and Advance Planning
Organization	22.75 FTEs: Community Development Director, Assistant Community Development Director, Planning Manager, Principal Planner, Senior Planner - Current, Senior Planner – Advance, Associate Planners, Assistant Planner, Economic Development & Housing Manager, Economic Development Coordinator, Administrative Assistant, Senior Administrative Clerks, Building Official, Assistant Building Official, Building Inspectors, Permit Technician, Management Analyst, and planning contractors, including a San Mateo County Code Enforcement Officer
Major Services	<ul style="list-style-type: none"> • Building <ul style="list-style-type: none"> – Pre-project technical assistance – Issue permits and collect fees – Conduct project inspections – Coordinate all agency final approvals – Apartment inspection program – Flood plain management • Code Enforcement <ul style="list-style-type: none"> – Respond to complaints/resolve problems – Enforce zoning and municipal codes – Issue stop-work notices/construction without permits • Current Planning <ul style="list-style-type: none"> Project Review <ul style="list-style-type: none"> – Conduct development project reviews – Process complex development projects through entitlement, including public hearings with the PTC and City Council – Respond to planning inquiries (email, telephone, in-person) – Review protected tree removal/pruning permit applications – Review business license registration applications Zoning & Land Use Regulation <ul style="list-style-type: none"> – Ensure compliance with zoning and land use regulation – Oversee environmental compliance ("CEQA") – Ensure adherence to state laws • Advance Planning <ul style="list-style-type: none"> – General Plan updates and implementation – Long range planning initiatives and implementation – Specific Plan development and implementation – Housing Element development, compliance, and implementation – State law compliance



FY 2024-25 Accomplishments	<ul style="list-style-type: none">• Adopted the 2045 General Plan Reset (including Certification of Environmental Impact Report (EIR))• Adopted the Downtown Streetscape Master Plan• Adopted zoning Ordinance for multi-family and mixed-use objective design standards• Adopted a new Northeast Area Overlay District as part of the Zoning Ordinance to require a conditional use permit for most projects until the Northeast Area Specific Plan is adopted• Adopted the Pulgas Creek Watershed Management Plan (East Side Innovation District Vision Plan implementation item)• Completed design/engineering schematic design for the 700 Block of Laurel Street + Harrington Park (Downtown Streetscape Master Plan implementation)• Issued 70 business license registration applications• Issued 152 solar installation permits and 30 ADU/JADU permits
FY 2025-27 Goals	<ul style="list-style-type: none">• Adopt the Downtown Specific Plan• Adopt the Northeast Area Specific Plan• Adopt amendments to the Transportation Demand Management Ordinance and amendments to on-street and off-street parking regulations (East Side Innovation District Vision Plan implementation)• Break ground and complete construction on Phase 1A Harrington Park Downtown Streetscape Master Plan Implementation• Implement the multi-family and mixed-use objective design standards• Adopt a new comprehensive Streetscape Master Plan for the East Side (East Side Innovation District Vision Plan and Northeast Area Specific Plan implementation)• Continue with timely plan review of project applications

**Program Goals**

The goal of the Development and Permitting Services, Key Development Project Facilitation, Code Enforcement, and Advance Planning program is to assist customers with the permitting process and procedures, and review applications for compliance with local regulations and policies, federal and state laws and codes to ensure a well-planned and safe community for the residents and businesses of San Carlos. In addition, this program ensures long-range plans and policies reflect the goals and vision of the City and satisfy and comply with state law. This includes development of and updates to the General Plan, specific plans, and Zoning Ordinance, as well as implementation. Key development project facilitation is also included within the program to ensure high profile projects are of quality design, meet City objectives, are appropriate, are feasible, and are of fiscal and economic benefit for the community.

**Current Planning
Division -
Development and
Services and Key
Development
Project Facilitation**
Objective 1

Provide customer service by responding to a wide range of inquiries generated by email, telephone, meeting requests, and at the service counter. Review development and protected tree removal applications, design drawings, issue planning permits and evaluate review process improvements on an ongoing basis. Coordinate and oversee internal and external plan checks. Prepare reports, presentations, and provide recommendations for decision makers. Assist and facilitate key development projects in the city, including meeting with developers and providing direction. Provide project management services to facilitate the review and processing of large scale and/or complex development proposals through the City's regulatory process; prepare reports and presentations; facilitate community informational meetings and community outreach; negotiate agreements and conditions of project approval; provide leadership; and ensure full involvement from department/divisions.

These Key Performance Measures reflect the range of projects planning division staff process. Each application below represents staff time and project management from time of application to completion/approval of the planning review phase to planning-final inspections. The types of applications provide insight into the level of development activity in the community. For example, high volume of business registrations and sign permits are positive indicators of business activity. Conversely, low volume of appeals and variances indicates that the process and regulations are effective in implementing the community's standards. The volume of applications is also an indication of workload volume and directly correlates to staff resource needs.

Key development projects include the most complex and significant projects from a citywide perspective. The Key Performance Measures illustrate critical steps in development review and project management, including public hearings and community meetings. Each step requires the highest level of project management expertise, extensive technical analysis, and community outreach.

Key Performance Measure		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
% of telephone and email inquiries answered within 3 business days		83%	92%	92%	92%
Description	This performance measure ensures the timely and efficient delivery of zoning information to community members, developers and business owners. Providing accurate and prompt information reflects excellent customer service, helping customers plan their construction timelines and make informed decisions about leasing, buying or developing a property.				
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Purpose	Adhering to timelines reduces costs for developers and property owners while directly contributing to City's economic vitality. Providing timely and accurate information also fosters trust within the community, making San Carlos a desirable and attractive place to do business, work and live.			
Status	Staff continuously seek ways to improve processes and enhance customer service. Efforts include developing response templates for frequently asked questions, creating an FAQ webpage for planning inquiries, maintaining an inquiry tracking sheet to ensure timely responses and follow-ups, and coordinating efficient staff coverage during absences to avoid response delays.			
Key Performance Measure	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
% of planning applications approved within three review cycles	94%	97%	97%	97%
Description	This performance measure tracks the percentage of planning permits successfully reviewed and approved by all relevant City departments within the required timeframe, including all subsequent reviews. While the City complies with the state-mandated 30-day review period (Permit Streamlining Act), most projects require multiple review cycles to achieve compliance before approval. The review process involves coordination among various departments and divisions including, Public Works, Planning, Building, Fire, Housing, and Advance Planning. A planning permit cannot be issued, and discretionary planning permits cannot proceed to the Planning and Transportation Commission or City Council without full approval from all required departments.			
Purpose	To streamline the planning review process, reducing the need for multiple resubmittals. This benefits both applicants and City staff by minimizing review and processing time while promoting continuous process improvements. Efficient and optimized procedures help facilitate development.			
Status	<p>Staff actively work to improve the internal review process to reduce the time spent on planning permit reviews and minimize the need for resubmittals. This includes creating a comprehensive submission checklist for applicants, streamlining fee payment procedures, providing online resources, and developing incomplete items letter templates for staff.</p> <p>For key development projects, which are typically more complex, multiple rounds of revisions and resubmittals are common. In mid-2024, planning staff established a monthly Development Coordination Committee, allowing applicants to present their projects and receive early input and feedback. This committee is generally for commercial and multi-family residential development but can also be used for coordination on CIP projects. The Development Coordination Committee meeting is where all departments meet to hear from an applicant as they present their proposal. After the applicant is done, staff will ask any questions, then the applicant leaves. Staff remains to discuss the proposal, flag any "dealbreakers", note items that need additional analysis, etc. The feedback is then given to the applicant as they move forward in their project. The Committee is held either prior to submittal, or at a very early stage so that broad-brush comments can be given as soon as possible within the development phase and provide early clarity for applicants. Both developers and staff have found this process extremely helpful. This was initiated because staff identified a need for better internal coordination and the benefit of doing this as a part of the initial phase of development. This initiative has been highly successful and well attended, and staff plans to continue holding these meetings while refining processes as needed.</p>			

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Workload Measures	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of planning permits approved	305	250	250	275
# of pre-applications processed	2	3	3	3
# of protected tree removal applications approved	70	72	70	70
# of building plan checks approved	234	196	210	210
# of business license applications approved	129	130	135	135
# of Development Coordination Committee (DCC) meetings facilitated	1	6	7	7
# of zoning ordinance amendment completed in response to state law	3	3	3	3

Building Division - Permits and Inspections

The goal of the Building Division permitting, plan review, and inspection services is to assist customers with development projects.

Objective 2

Key Performance Measure	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
% of phone and email inquiries answered within 24 hours	98%	98%	98%	98%
Description	This key performance measure demonstrates that email and phone inquiries are responded to within 24 hours 98% of the time.			
Purpose	Rapid response time is a key measure which contributes greatly to customer service.			
Status	Building Division staff continue to prioritize quick response times to email and phone inquiries on a daily basis to assist with the building application inquiries, review, and inspection process.			
Key Performance Measure	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
% of inspection requests scheduled next day	90%	90%	90%	90%
Description	This key performance measure indicates requests for building inspections that are able to be accommodated on the next business day.			
Purpose	Next-day inspections help keep development projects moving forward to achieve their completion date goals.			
Status	Accommodating next day inspection requests remains a priority of the Building Division to adhere to City of San Carlos customer service goals.			



Key Performance Measure		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
% of Building Division plan checks completed within the posted construction project review timelines		99%	99%	99%	99%
Description	This key performance measure tracks plan review turnaround time.				
Purpose	A prompt and efficient plan review turnaround accelerates the seamless issuance of project permits.				
Status	The Building Division continues to prioritize quick plan review turnaround time to help facilitate development project permit issuance.				

Workload Measures	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of permits issued	1,475	1,400	1,400	1,400
# of public records requests completed	202	200	200	200
# of inspections performed	7,072	7,000	7,125	7,250
# of plan reviews completed	1,608	1,600	1,650	1,700
# of solar permits issued	152	150	165	165
# of ADU/JADU permits issued	30	35	40	45
# of apartment inspections performed	108	180	180	180

Building Division - Code Enforcement Objective 3	Receive, monitor, and respond to Code Enforcement cases. Provide coordinated and improved Code Enforcement through shared services with San Mateo County Code Enforcement to efficiently resolve Municipal Code violations in San Carlos.
	The Key Performance Measures for the City's Code Enforcement program reflect the range and volume of cases handled by the Code Enforcement officer.

Key Performance Measure		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
% of Code Enforcement complaints responded to within 72 hours.		98%	98%	98%	98%
Description	This key performance measure displays the commitment of Code Enforcement to making timely first contact with complainants and providing clear and legally-sound guidance regarding any and all property code violations, regardless of severity.				
Purpose	Responsiveness to code violations sends a clear message to property owners and residents of the department's serious commitment to life safety.				
Status	Code enforcement continues to provide timely responses and guidance to property owners, business owners and residents to all code enforcement complaints and inquiries with one full-time Code Enforcement Officer at 1,580 hours per year.				



Workload Measures	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of code enforcement cases closed in one fiscal year	213	220	220	220
# of code enforcement cases opened	220	220	220	220
# of code enforcement cases requiring citation	51	50	50	50
# of formal site visits performed	109	110	110	110
Notices of violation issued	152	150	150	150

Advance Planning Division – Long Range Planning Initiatives, State Law Compliance, and Plan Implementation

Objective 4

Review, assess, and provide policy updates to ensure current policies are effective and respond to community and Council priorities and comply with state law. Prepare updates to the General Plan, Specific Plans, and Zoning Ordinance as necessary. Coordinate and respond to long range planning initiatives as set forth in the City Council Strategic Plan, General Plan, and Specific Plans. Conduct studies, perform research, and investigate best practices. Attend meetings of regional or local agencies including City and County Association of Governments, Association of Bay Area Governments, Grand Boulevard Initiative, Metropolitan Transportation Commission, Airport Land Use Committee, Sam Trans, Commute.org, Bay Area Planning Directors Association, 21 Elements, and others to ensure regional planning efforts are coordinated. Monitor state and regional legislation and provide recommendations to the City Council for consideration.

The Advance Planning Division implements plans, projects, initiatives, and responds to compliance with state law as a regular course of business. This sometimes requires assistance from professional planning/technical consultants through requests for proposals (RFPs), special studies, interdepartmental collaboration, and robust civic engagement.

Key Performance Measure	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
% of 2045 General Plan action items implemented	89%	91%	93%	95%
Description	This key performance measure evaluates the percentage of General Plan action items that have been completed, are underway, or ongoing. There are over 300 action items contained in the City's adopted 2045 General Plan (for the 2025-2045 planning period). This measure identifies the rate of General Plan implementation (Housing Element implementation is addressed as a separate performance measure). In 2025, the San Carlos' 2030 General Plan was updated to account for development projections to the year 2045. Because this was not a comprehensive update, no new actions items were developed.			
Purpose	The 2045 General Plan is San Carlos' blueprint for meeting the City Council and community's long-term vision for the future. This is done through implementation. In addition, all California jurisdictions are required to provide the Governor's Office of Land Use and Climate Innovation (formerly Office of Planning and Research) with an annual progress report showing progress on General Plan implementation.			



Status	The 2030 General Plan was comprehensively updated in 2009; updated in January 2023 (Housing and Safety Elements), and in May 2025 the General Plan was updated again to set a new horizon year to 2045 with new buildout projections. At present, 52 programs have been completed, 20 are underway, and 203 are ongoing. It is rare to achieve 100% implementation over a 20-year period due to many factors including funding, feasibility, phasing or other limiting factors. The General Plan is an aspirational document that guides decision making.
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Key Performance Measure	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
% of Housing element action items implemented	85%	97%	98%	98%
Description	This key performance measure evaluates the percentage of Housing Element action items that have been completed, are underway, or ongoing. This measure will evaluate the rate of Housing Element implementation.			
Purpose	Effective implementation of all programs (i.e. action items) are required by the State Department of Housing and Community Development. Staff track the progress of the Housing Element annually pursuant to state law. Meeting San Carlos' housing needs remains a high priority of the City Council and staff; this performance measure highlights overall progress in one easy metric. Failure to implement programs included in the Housing Element could result in revocation of compliance (i.e. certification) by the state.			
Status	The Housing Element was adopted on January 23, 2023. Since then, 20 programs have been completed, 24 are underway, and 103 are ongoing.			

Key Performance Measure	FY 2024 Actuals	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected
Progress towards regional housing needs allocation, Housing Element 2023-2031- # of net new units	31	32	284	30
Description	This key performance measure identifies how many net new units per calendar year are counted towards meeting San Carlos' Regional Housing Needs Allocation (RHNA). The 2023-2031 Housing Element Regional Housing Needs Allocation for San Carlos is 2,735 units to the year 2031. While it is not the role of the City of San Carlos to produce housing, it is the role of the City to ensure there are no constraints towards the production of housing. This measure tracks the number of net new residential units added to the City's housing supply each calendar year. Each fiscal year will report on the prior calendar year. For example, for FY 2023-24 the number of new residential units is reported for the 2023 calendar year; for FY 2024-25, the number of new residential units will be reported for the 2024 calendar year and so on.			
Purpose	One primary function of Housing Element reporting to the State Department of Housing and Community Development is to track each local government's progress towards meeting its annual Regional Housing Needs Allocation (RHNA) over the 8-year planning cycle (e.g. 2023-2031). The key benchmark for tracking RHNA progress is the number of issued building permits reported each calendar year.			



Status	For the City of San Carlos FY 2024-25 performance measures reporting period, in the calendar year 2024, San Carlos has added an additional 32 units to its housing inventory. For the 2023-2031 planning horizon, a total of 77 net new units are presented as additional housing opportunities for San Carlos' existing and new residents.
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**DEVELOPMENT AND PERMITTING SERVICES, KEY DEVELOPMENT PROJECT FACILITATION,
CODE ENFORCEMENT AND LONG RANGE PLANNING (01181000 & 01191000 & 01191001)
BUDGET SUMMARY**

EXPENDITURES SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
SALARIES	2,318,850	1,922,994	2,392,550	2,234,200	2,600,450	2,678,050
BENEFITS	1,281,900	891,790	1,307,800	1,047,900	1,354,300	1,429,100
PERSONNEL TOTAL ---->	3,600,750	2,814,784	3,700,350	3,282,100	3,954,750	4,107,150
UTILITIES	-	-	-	-	-	-
OFFICE ADMINISTRATIVE	43,900	48,199	45,300	42,200	46,700	48,200
PROFESSIONAL SERVICES	2,881,900	2,647,092	2,824,100	2,820,000	3,011,000	3,101,200
UNIFORMS & SAFETY EQUIPMENT	-	-	-	-	-	-
PROFESSIONAL DEVELOPMENT	37,800	20,789	38,900	38,900	40,000	41,200
COMMUNITY RELATIONS	10,700	3,748	11,000	11,000	11,300	11,600
INSURANCE	-	-	-	-	-	-
VEHICLE USAGE	100	-	100	100	100	100
EQUIPMENT MAINTENANCE	4,000	2,242	4,100	4,100	4,200	4,300
SERIAL BONDS	-	-	-	-	-	-
PROGRAM COSTS	-	-	-	-	-	-
OPERATING EXPENSE	-	-	-	-	-	-
OPERATING EXPENSE TOTAL ---->	2,978,400	2,722,069	2,923,500	2,916,300	3,113,300	3,206,600
CAPITAL OUTLAY	2,400	-	2,500	2,500	2,600	2,700
CAPITAL OUTLAY TOTAL ---->	2,400	-	2,500	2,500	2,600	2,700
EXPENDITURES TOTAL ---->	6,581,550	5,536,854	6,626,350	6,200,900	7,070,650	7,316,450
TRANSFERS OUT	-	-	-	-	-	-
ALLOCATIONS OUT FOR WORKERS COMP	40,800	40,800	42,100	42,100	66,500	70,100
ALLOCATIONS OUT FOR GEN LIAB INSURANCE	12,300	12,300	12,700	12,700	12,300	12,700
TRANSFER OUT TOTAL ---->	53,100	53,100	54,800	54,800	78,800	82,800
EXPENDITURES & TRANSFERS TOTAL ---->	6,634,650	5,589,954	6,681,150	6,255,700	7,149,450	7,399,250
REVENUE SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
BUSINESS REGISTRATION	-	-	-	-	-	-
CHARGES FOR CURRENT SERVICES	2,346,300	3,278,677	2,107,700	3,335,000	3,308,000	3,407,300
FINES & FORFEITURES	2,100	1,200	2,200	2,200	2,300	2,400
FROM OTHER AGENCIES	-	-	-	-	-	-
LICENSES & PERMITS	2,207,600	3,708,607	2,273,800	2,822,800	2,742,000	2,824,300
OTHER REVENUE	25,200	37,963	25,900	31,000	26,600	27,400
OTHER TAX	-	-	-	-	-	-
PROPERTY TAX	-	-	-	-	-	-
SALES TAX	-	-	-	-	-	-
TRANSIENT OCCUPANCY TAX	-	-	-	-	-	-
USE OF MONEY & PROPERTY	-	-	-	-	-	-
VEHICLE IN LIEU	-	-	-	-	-	-
REVENUE TOTAL ---->	4,581,200	7,026,446	4,409,600	6,191,000	6,078,900	6,261,400
GENERAL TRANSFERS IN	-	-	-	-	-	-
ALLOCATIONS IN FROM SEWER	-	-	-	-	-	-
ALLOCATIONS IN FROM NPDES	-	-	-	-	-	-
ALLOCATIONS IN FROM GAS TAX	-	-	-	-	-	-
ALLOCATIONS IN FROM WORK COMP	-	-	-	-	-	-
ALLOCATIONS IN FROM RISK MGT	-	-	-	-	-	-
ALLOCATIONS IN FROM HOUSING	48,400	48,400	49,900	49,900	66,700	68,700
TRANSFER AND ALLOCATIONS IN TOTAL ---->	48,400	48,400	49,900	49,900	66,700	68,700
REVENUE & TRANSFERS TOTAL ---->	4,629,600	7,074,846	4,459,500	6,240,900	6,145,600	6,330,100
GENERAL FUND NET EXPENSE (REVENUE) ---->	2,005,050	(1,484,893)	2,221,650	14,800	1,003,850	1,069,150



COMMUNITY DEVELOPMENT DEPARTMENT

Program Name	Economic Development
Organization	1.2 FTEs: Community Development Director, Assistant Community Development Director, Economic Development & Housing Manager, Economic Development Coordinator, Administrative Assistant, and contractors
Major Services	<ul style="list-style-type: none"> • Expand property and sales tax base to improve fiscal health • Retain, expand, and attract desirable businesses and jobs • Evaluate projects for fiscal and economic benefit • Promote and market the city • Support businesses seeking to expand • Liaise with the Chamber of Commerce to support existing businesses • Administer and manage City land and building assets • Pursue strategic property acquisitions • Manage commercial leases • Collect Commercial Impact and Childcare Development Impact Fees • Implement the goals and actions of the Economic Development Plan • Implement Shop Local programs • Administer the Economic Development Advisory Committee
FY 2024-25 Accomplishments	<ul style="list-style-type: none"> • Evaluated the extension of a cell antenna lease • Monitored existing commercial leases to collect rents and excess payments • Evaluated two trash enclosure leases for commercial properties to utilize City-owned property for trash services in the Downtown • Commenced the lease on a new digital billboard at 611 Industrial Road • Collected Childcare Impact Fees for commercial projects • Launched the Childcare Grant Program using funds from the Childcare Impact Fees and awarded \$500,000 to 5 local providers to help increase access to quality childcare in San Carlos • Adopted the Economic Development Plan effective 2025-2028 • Submitted offer letters to acquire property in the Downtown • Evaluated the community benefits program for the Northeast Area Specific Plan • Installed wayfinding signs throughout the City including the Industrial Arts District • Partnered with Parks and Recreation to distribute materials for the centennial celebrations
FY 2025-27 Goals	<ul style="list-style-type: none"> • Negotiate with developers of large commercial properties to procure the best possible community benefits • Attract more revenue-producing businesses into the city, particularly on catalyst sites • Implement the Economic Develop Plan 2025-2028 action items • Work with the Industrial Arts Business Association (IABA) to promote the district as a prime destination for artisan, craft, and creative businesses • Continue administering the Childcare Grant Program through the collection of Childcare Impact Fees • Create/modify resources and learning opportunities for stakeholders and foster connection between providers and community

**Program Goals**

The goal of the Economic Development program is to foster a thriving local economy by increasing the City's tax revenue base and supporting business growth, real estate development, and job creation. Through strategic partnerships, proactive business outreach, and targeted marketing, the program enhances the City's economic vitality while ensuring San Carlos remains a premier place to live, work, play, and learn.

Economic Development**Objective 1****Support Existing Businesses and Commercial Owners:**

Strengthen the local business community by providing accurate and timely information, connecting businesses with resources, facilitating tenant-site matching, and engaging with local business groups. Support interdepartmental efforts that impact businesses and track key financial indicators to assess the health of the real estate market and business environment.

Key Performance Measure	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of businesses that applied to the Small Business Spotlight Program	31	26	35	38
Description	This key performance measure showcases the City's commitment to recognizing local businesses for their contributions to San Carlos' economic growth. Open to all small businesses through a competitive application, the EDAC selects ten finalists, who receive a featured article, professional photography, and City-promoted social media posts.			
Purpose	Tracking the number of applicants to the Small Business Spotlight Program helps measure demand for free promotional support, highlighting the need among small businesses for increased visibility and marketing assistance.			
Status	The Small Business Spotlight Program will continue annually in partnership with the Economic Development and Communications Divisions.			

Workload Measures	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of meetings, calls, and emails with existing businesses and/or commercial property owners	85	90	100	100
# of Economic Development Newsletters sent	10	10	12	12
# of Businesses that participated in the Shop Small Program	35	45	50	55

**Economic Development****Objective 2****Attract New Businesses and Facilitate Investment:**

Increase awareness of San Carlos as a prime business and development destination through strategic marketing, electronic resources, and promotional events. Engage with regional advocacy groups and industry networks to enhance business attraction efforts. Encourage new investment by assisting prospective businesses and developers with site selection, identifying key opportunity sites, supporting large-scale City-partnered projects, and managing impact fees to drive sustainable growth. Track business inquiries, employment trends, and investment activity to assess economic vitality.

Key Performance Measure		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
% change in business license renewals		81%	83%	85%	87%
# of business license renewals		2,945	3,000	3,100	3,200
Description	This key performance measure tracks how many business licenses were issued by the City to raise revenue for municipal purposes.				
Purpose	Tracking the change in the number of business license registrations helps assess economic growth, revenue trends, and the overall business climate in a city. It provides valuable insights into industry shifts, workforce impacts, and the effectiveness of local policies, guiding economic development strategies and budget planning.				
Status	Although there is a drop from FY 2023-24 to FY 2024-25 due to market conditions, the number of license registrations may increase in the upcoming years.				
Key Performance Measure		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of childcare grants awarded		0	5	3	2
Amount of childcare grants awarded		0	\$500,000	\$300,000	\$200,000
Description	This key performance measure tracks the number of childcare providers awarded grants and the total funding distributed. Launched in 2024, the childcare grant program supports qualified providers in making capital improvements that expand childcare capacity within the city. Funding for these grants comes from childcare development impact fees.				
Purpose	Tracking the number of childcare grants awarded helps gauge demand for the program and its effectiveness. Under the Mitigation Fee Act, childcare impact fees must be used within five years, making it essential to monitor grant expenditures to ensure compliance and progress toward spending goals.				
Status	The grant program launched in 2024 with an initial funding pool of \$1 million. After awarding \$500,000 in the first round, approximately \$500,000 remains, with future annual funding contingent on replenishment from the childcare development impact fee.				



Workload Measures	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of business group and regional advocacy group meetings attended (Silicon Valley Economic Development Alliance, Chamber San Mateo County, Harbor Industrial Association, Urban Land Institute, City of San Carlos Economic Development Advisory Commission, Association of Bay Area Governments, SF Bay Area Planning and Urban Research Association, Plan Bay Area, 21 Elements, etc.)	35	36	40	45
# of inquiries and meetings from prospective businesses and/or developers and their brokers	8	10	10	10
# of development community networking events attended (Urban Land Institute, International Council of Shopping Centers, BisNOW, Broker Breakfasts, Chamber San Mateo County Networking, etc.)	12	15	12	12

**ECONOMIC DEVELOPMENT (01640033)
BUDGET SUMMARY**

EXPENDITURES SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
SALARIES	329,800	296,985	340,100	297,300	374,600	385,700
BENEFITS	176,700	134,272	179,100	144,100	183,300	193,400
PERSONNEL TOTAL ---->	506,500	431,256	519,200	441,400	557,900	579,100
UTILITIES	-	-	-	-	-	-
OFFICE ADMINISTRATIVE	5,200	2,972	5,400	5,400	5,600	5,800
PROFESSIONAL SERVICES	360,700	82,801	540,100	540,100	556,200	572,900
UNIFORMS & SAFETY EQUIPMENT	-	-	-	-	-	-
PROFESSIONAL DEVELOPMENT	36,500	26,643	37,600	37,600	38,800	40,000
COMMUNITY RELATIONS	-	-	-	-	-	-
INSURANCE	-	-	-	-	-	-
VEHICLE USAGE	500	-	500	500	500	500
EQUIPMENT MAINTENANCE	-	-	-	-	-	-
SERIAL BONDS	-	-	-	-	-	-
PROGRAM COSTS	-	-	-	-	-	-
OPERATING EXPENSE	-	-	-	-	-	-
OPERATING EXPENSE TOTAL ---->	402,900	112,415	583,600	583,600	601,100	619,200
CAPITAL OUTLAY	-	-	-	-	-	-
CAPITAL OUTLAY TOTAL ---->	-	-	-	-	-	-
EXPENDITURES TOTAL ---->	909,400	543,672	1,102,800	1,025,000	1,159,000	1,198,300
TRANSFERS OUT	-	-	-	-	-	-
ALLOCATIONS OUT FOR WORKERS COMP	4,800	4,800	4,900	4,900	7,600	8,000
ALLOCATIONS OUT FOR GEN LIAB INSURANCE	1,700	1,700	1,800	1,800	1,600	1,600
TRANSFER OUT TOTAL ---->	6,500	6,500	6,700	6,700	9,200	9,600
EXPENDITURES & TRANSFERS TOTAL ---->	915,900	550,172	1,109,500	1,031,700	1,168,200	1,207,900
REVENUE SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
BUSINESS REGISTRATION	-	-	-	-	-	-
CHARGES FOR CURRENT SERVICES	-	-	-	-	-	-
FINES & FORFEITURES	-	-	-	-	-	-
FROM OTHER AGENCIES	-	-	-	-	-	-
LICENSES & PERMITS	-	-	-	-	-	-
OTHER REVENUE	-	-	-	-	-	-
OTHER TAX	-	-	-	-	-	-
PROPERTY TAX	-	-	-	-	-	-
SALES TAX	-	-	-	-	-	-
TRANSIENT OCCUPANCY TAX	-	-	-	-	-	-
USE OF MONEY & PROPERTY	-	-	-	-	-	-
VEHICLE IN LIEU	-	-	-	-	-	-
REVENUE TOTAL ---->	-	-	-	-	-	-
GENERAL TRANSFERS IN	-	-	-	-	-	-
ALLOCATIONS IN FROM SEWER	-	-	-	-	-	-
ALLOCATIONS IN FROM NPDES	-	-	-	-	-	-
ALLOCATIONS IN FROM GAS TAX	-	-	-	-	-	-
ALLOCATIONS IN FROM WORK COMP	-	-	-	-	-	-
ALLOCATIONS IN FROM RISK MGT	-	-	-	-	-	-
ALLOCATIONS IN FROM LMI TO GF	104,100	104,100	107,200	107,200	110,400	113,700
ALLOCATIONS IN FROM HOUSING	268,900	268,900	277,000	277,000	370,000	381,100
TRANSFER AND ALLOCATIONS IN TOTAL ---->	373,000	373,000	384,200	384,200	480,400	494,800
REVENUE & TRANSFERS TOTAL ---->	373,000	373,000	384,200	384,200	480,400	494,800
GENERAL FUND NET EXPENSE (REVENUE) ---->	542,900	177,172	725,300	647,500	687,800	713,100

SAN CARLOS SPOTLIGHT

City Hall



City Hall pre-1968

San Carlos Likes Plans For City Hall

SAN CARLOS — Architects' plans for this city's new city hall complex will be fully discussed at the April 24 city council meeting, Mayor George Seager said last night.

The council last night gave routine unanimous approval to the 50 per cent working drawings by the designers, Chan, Rader and Associates of San Francisco.

Final approval will come during or after the April 24 meeting. Seager specifically invited San Carlos residents to turn out for the discussion.

If all goes well, construction on the \$1.25 million complex, will begin in late July or early August, said City Administrator C. R. (Bob) Allen. He estimated it would take about 18 months to complete.

It will be located on the site of the present city hall, on Elm Street between San Carlos Avenue and Cherry Street.

Redwood City Tribune, 1967

Packet Pg. 400

San Carlos Let's Contract For City Hall

SAN CARLOS, Nov. 7.—Contract for altering the former San Carlos grammar school building, soon to become the San Carlos city hall, was awarded by the council last night to M. J. Henry, Burlingame, on a bid of \$11,258, the lowest of eight submitted.

C. W. Williams, also of Burlingame, was next lowest with \$11,700 and H. H. MacDonald, San Carlos, bid \$12,200.

Redwood City Tribune, 1930

June 09, 2025

\$840 PREMIUM ON SAN CARLOS CITY HALL BOND

Bank of Italy Bids Over Par for \$26,000 Issue Voted to Buy School

SAN CARLOS, Jan. 10.—(AP)—A bond issue of \$26,000 for purchase of the San Carlos grammar school by the city, was ordered sold to the Bank of Italy last night on a bid of par and \$840 premium, the highest of two received. Award of the bonds to the bank was approved by resolution.

The council also filed a letter from the school board, accepting an offer of \$26,000 for the buildings and real estate on Elm street. The deed will be transferred immediately, said City Attorney Albert Mansfield.

The building will be altered to serve as a city hall and police and fire department headquarters. Work is to be under way with the closing of classes next June, city officials said. The school board has acquired a site on which a new building will be erected during the summer.

San Mateo Times, 1930



COMMUNITY DEVELOPMENT DEPARTMENT

Program Name	Housing Compliance and Assistance
Organization	1.2 FTE: Community Development Director, Assistant Community Development Director, Economic Development & Housing Manager, Economic Development Coordinator, Administrative Assistant, and contractors
Major Services	<ul style="list-style-type: none">• Support regional affordable housing programs• Monitor affordable housing inventory in the city• Collect affordable housing fees for affordable housing development• Administer affordable housing funds• Review and approve Below Market Rate (BMR) plans• Streamline new affordable housing development projects• Provide BMR compliance reports
FY 2024-25 Accomplishments	<ul style="list-style-type: none">• Successfully conveyed City and Housing Authority property for the development of Cherry Street Commons, an affordable housing development with 33 family units. Construction began Spring 2025.• Awarded \$173,900 in funding to non-profit organizations working to expand and preserve affordable housing in the San Carlos community• Contracted with HEART for special projects related to housing compliance
FY 2025-27 Goals	<ul style="list-style-type: none">• Explore strategically acquiring property for future affordable housing projects, maintaining relationship with the local broker community and bringing opportunities to the Council for direction as needed• Finish construction of Cherry Street Commons and achieve full occupancy by 2027• Complete regulatory agreements for market rate multi-family projects building BMR units• Calculate and collect BMR fees• Update the BMR fees to reflect current market conditions• Implement Housing Element Action items• Offer ongoing consultations and provide online resources to help developers understand the benefits and requirements of both the City's enhanced Density Bonus and the State Density Bonus programs

**Program Goals**

The goal of the Housing Compliance and Assistance Program is to provide safe, high-quality, accessible, and affordable housing in San Carlos for all income levels by supporting the development, rehabilitation, and preservation of units for low-to moderate-income households.

**Housing
Compliance &
Assistance**
Objective 1**Enhancing Affordable Housing Programs:**

Administer the Below Market Rate (BMR) Housing Ordinance and Affordable Housing Impact Fee Resolution and monitor existing BMR units to ensure compliance with regulatory agreements. Support the production, preservation, and rehabilitation of affordable housing, assist local and regional housing organizations, and provide housing resources to the community.

Key Performance Measure		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of people on the BMR waitlist (cumulative)		7,084	7,468	8,000	8,500
Description	This key performance measure demonstrates the demand for affordable housing in the city. When a BMR unit becomes available (rental or owner-occupied), potential occupants are selected from this waitlist of eligible households. Preferences will be given to those households where at least one member in the household lives or works in San Carlos, including part-time and household workers, or works for a public agency, such as a school district or fire district, serving residents living in the City of San Carlos.				
Purpose	Tracking the year-over-year increase in the number of people added to the BMR housing list highlights the strong demand for affordable housing. This data provides valuable support for the City's decisions on approving additional affordable housing projects or allocating funds to facilitate their development.				
Status	The City currently has 7,468 people on the BMR waitlist, which is anticipated to grow annually.				
Key Performance Measure		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of affordable housing grants awarded		7	7	7	8
Amount of affordable housing grant awarded		\$168,800	\$173,900	\$179,100	\$184,500
Description	This key performance measure tracks the affordable housing grant program which comes from Fund 29, the BMR Housing Trust Fund. The grant program began in 2012 when the first Notice of Funding Availability (NOFA) was issued to local affordable housing providers inviting them to submit an application for funding. The funds are used to maintain or increase the quality, quantity, and variety of affordable housing units or assist other governmental entities, private organizations, or individuals to do so.				
Purpose	The purpose of the grant program is to support affordable housing organizations so they can continue to provide direct and immediate affordable housing services to San Carlos residents and/or residences within San Carlos. By apportioning the total available funding to multiple agencies, the range of affordable housing services and programs that can be offered to the community is broadened and better addresses a wider range of adopted affordable housing policies. This grant program supports the adopted purpose, goals, policies, and provisions of the City's Housing Element and Affordable Housing Program Ordinance.				



Status	The approved budget for FY 2023-24 was \$168,800. The grant program will continue annually contingent on replenishment of reserves from the BMR Trust Fund.			
Key Performance Measure	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of BMR units in San Carlos (cumulative)	143	149	220	221
Description	This key performance measure tracks the City's progress to constructing the required affordable housing as mandated by the State's Regional Housing Needs Allocation (RHNA) program. San Carlos' RHNA for the sixth cycle planning period is 2,735 housing units, of which 1602 units have to be affordable. Encouraging the development and availability of housing affordable to a broad range of households with varying income levels within the City is a key objective of the Housing Element, General Plan, and BMR Ordinance. Currently, for all residential ownership developments of five or more dwelling units, at least twenty percent of the total units shall be below market rate units restricted for sale to and occupancy by low-income households. For all residential rental developments of seven or more dwelling units, at least fifteen percent of the total units shall be below market rate units restricted for rent to and occupancy by low and very low-income households.			
Purpose	Tracking both existing and newly constructed BMR units is essential for assessing the pace of affordable housing development and determining the City's progress toward meeting its RHNA goals. By monitoring the rate of BMR construction, the City can evaluate whether current efforts are meeting demand and identify gaps in housing availability. This data helps inform policy decisions, guiding the approval of new projects and the allocation of funding to ensure that affordable housing supply keeps up with community needs.			
Status	The total number of BMR units to date is 143 units. This includes 51 very low, 58 low, and 34 moderate income units, of which 100 are rentals and 43 are ownership units.			

Workload Measures	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of new BMR housing regulatory agreements processed	1	1	2	2
# of BMR ownership units monitored	39	42	42	42
# of BMR units preserved or rehabilitated	0	6	0	0

HOUSING COMPLIANCE AND ASSISTANCE (31313000)
BUDGET SUMMARY

EXPENDITURES SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
SALARIES	-	-	-	-	-	-
BENEFITS	-	-	-	-	-	-
PERSONNEL TOTAL ---->	-	-	-	-	-	-
UTILITIES	-	-	-	-	-	-
OFFICE ADMINISTRATIVE	-	-	-	-	-	-
PROFESSIONAL SERVICES	76,100	21,469	78,300	78,300	80,700	83,100
UNIFORMS & SAFETY EQUIPMENT	-	-	-	-	-	-
PROFESSIONAL DEVELOPMENT	-	-	-	-	-	-
COMMUNITY RELATIONS	50,100	-	51,600	51,600	53,100	54,700
INSURANCE	-	-	-	-	-	-
VEHICLE USAGE	-	-	-	-	-	-
EQUIPMENT MAINTENANCE	23,600	11,918	24,300	24,300	25,000	25,800
SERIAL BONDS	-	-	-	-	-	-
PROGRAM COSTS	-	-	-	-	-	-
OPERATING EXPENSE	-	-	-	-	-	-
OPERATING EXPENSE TOTAL ---->	149,800	33,386	154,200	154,200	158,800	163,600
CAPITAL OUTLAY	-	-	-	-	-	-
CAPITAL PROJECTS	-	-	-	-	-	-
CAPITAL OUTLAY TOTAL ---->	-	-	-	-	-	-
EXPENDITURES TOTAL ---->	149,800	33,386	154,200	154,200	158,800	163,600
TRANSFERS OUT	-	-	-	-	-	-
ALLOCATIONS OUT TO GENERAL FUND	104,100	104,100	107,200	107,200	110,400	113,700
ALLOCATIONS OUT FOR WORKERS COMP	-	-	-	-	-	-
ALLOCATIONS OUT FOR GEN LIAB INSURANCE	-	-	-	-	-	-
TRANSFER OUT TOTAL ---->	104,100	104,100	107,200	107,200	110,400	113,700
EXPENDITURES & TRANSFERS TOTAL ---->	253,900	137,486	261,400	261,400	269,200	277,300
REVENUE SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
BUSINESS REGISTRATION	-	-	-	-	-	-
CHARGES FOR CURRENT SERVICES	-	-	-	-	-	-
FINES & FORFEITURES	-	-	-	-	-	-
FROM OTHER AGENCIES	-	-	-	-	-	-
LICENSES & PERMITS	-	-	-	-	-	-
OTHER REVENUE	-	-	-	-	-	-
OTHER TAX	-	-	-	-	-	-
PROPERTY TAX	-	-	-	-	-	-
SALES TAX	-	-	-	-	-	-
TRANSIENT OCCUPANCY TAX	-	-	-	-	-	-
USE OF MONEY & PROPERTY	34,300	38,102	35,300	48,500	63,100	65,000
VEHICLE IN LIEU	-	-	-	-	-	-
REVENUE TOTAL ---->	34,300	38,102	35,300	48,500	63,100	65,000
TRANSFERS IN	-	-	-	-	-	-
ALLOCATIONS IN FROM SEWER	-	-	-	-	-	-
ALLOCATIONS IN FROM NPDES	-	-	-	-	-	-
ALLOCATIONS IN FROM GAS TAX	-	-	-	-	-	-
TRANSFER AND ALLOCATIONS IN TOTAL ---->	-	-	-	-	-	-
REVENUE & TRANSFERS TOTAL ---->	34,300	38,102	35,300	48,500	63,100	65,000
LOW MOD HOUSING ASSET FUND NET EXP (REV) ---->	219,600	99,385	226,100	212,900	206,100	212,300

HOUSING IN LIEU (29291000)
BUDGET SUMMARY

EXPENDITURES SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
SALARIES	-	-	-	-	-	-
BENEFITS	-	-	-	-	-	-
PERSONNEL TOTAL ---->	-	-	-	-	-	-
UTILITIES	-	5,857	-	12,540	11,300	11,600
OFFICE ADMINISTRATIVE	500	-	500	500	500	500
PROFESSIONAL SERVICES	349,600	7,817	359,900	359,900	370,700	381,800
UNIFORMS & SAFETY EQUIPMENT	-	-	-	-	-	-
PROFESSIONAL DEVELOPMENT	15,900	9,467	16,300	16,300	16,800	17,300
COMMUNITY RELATIONS	168,800	168,800	173,900	173,900	179,100	184,500
INSURANCE	-	-	-	-	-	-
VEHICLE USAGE	-	-	-	-	-	-
EQUIPMENT MAINTENANCE	10,400	-	10,600	10,600	10,900	11,200
SERIAL BONDS	-	-	-	-	-	-
PROGRAM COSTS	-	-	-	-	-	-
OPERATING EXPENSE	-	-	-	-	-	-
OPERATING EXPENSE TOTAL ---->	545,200	191,941	561,200	573,740	589,300	606,900
CAPITAL OUTLAY	-	-	-	-	-	-
CAPITAL PROJECTS	23,107,136	12,784,259	20,262,734	10,269,734	-	-
CAPITAL OUTLAY TOTAL ---->	23,107,136	12,784,259	20,262,734	10,269,734	-	-
EXPENDITURES TOTAL ---->	23,652,336	12,976,200	20,823,934	10,843,474	589,300	606,900
TRANSFERS OUT	-	-	-	-	-	-
ALLOCATIONS OUT TO GENERAL FUND	317,300	317,300	326,900	326,900	436,700	449,800
ALLOCATIONS OUT FOR WORKERS COMP	-	-	-	-	-	-
ALLOCATIONS OUT FOR GEN LIAB INSURANCE	-	-	-	-	-	-
TRANSFER OUT TOTAL ---->	317,300	317,300	326,900	326,900	436,700	449,800
EXPENDITURES & TRANSFERS TOTAL ---->	23,969,636	13,293,500	21,150,834	11,170,374	1,026,000	1,056,700
REVENUE SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
BUSINESS REGISTRATION	-	-	-	-	-	-
CHARGES FOR CURRENT SERVICES	-	-	-	-	-	-
FINES & FORFEITURES	-	-	-	-	-	-
FROM OTHER AGENCIES	-	80,034	-	-	-	-
LICENSES & PERMITS	-	-	-	-	-	-
OTHER REVENUE	14,879,400	4,212,420	7,390,800	1,100,000	15,864,000	6,789,500
OTHER TAX	-	-	-	-	-	-
PROPERTY TAX	-	-	-	-	-	-
SALES TAX	-	-	-	-	-	-
TRANSIENT OCCUPANCY TAX	-	-	-	-	-	-
USE OF MONEY & PROPERTY	287,600	327,860	227,800	211,900	367,000	378,000
VEHICLE IN LIEU	-	-	-	-	-	-
REVENUE TOTAL ---->	15,167,000	4,620,314	7,618,600	1,311,900	16,231,000	7,167,500
GENERAL TRANSFERS IN	-	-	-	-	-	-
ALLOCATIONS IN FROM SEWER	-	-	-	-	-	-
ALLOCATIONS IN FROM NPDES	-	-	-	-	-	-
ALLOCATIONS IN FROM GAS TAX	-	-	-	-	-	-
ALLOCATIONS IN FROM WORK COMP	-	-	-	-	-	-
ALLOCATIONS IN FROM RISK MGT	-	-	-	-	-	-
TRANSFER AND ALLOCATIONS IN TOTAL ---->	-	-	-	-	-	-
REVENUE & TRANSFERS TOTAL ---->	15,167,000	4,620,314	7,618,600	1,311,900	16,231,000	7,167,500
HOUSING IN LIEU FUND NET EXPENSE (REVENUE) ---->	8,802,636	8,673,186	13,532,234	9,858,474	(15,205,000)	(6,110,800)



SAN CARLOS THROUGH THE YEARS - 1930S

SAN CARLOS POPULATION TOTALS 1132

Atherton Reports 1,323; Other Figures For County Given

The population of San Carlos is 1132; that of Atherton is 1323.

Belmont has a population of 982.

Census figures of these municipalities were made public today by Dr. W. C. Bailey, census supervisor of the 10th district.

Other San Mateo population figures released today are: Hillsborough, 1891, a gain of 103 per cent or 960 over the 1920 total, 931; Daly City, 7833, a gain of 107 per cent or 4054 over the 1920 figure, 3779; Lawndale, 369 and 28 farms.

There are nine farms in Atherton, two in San Carlos, and two in Hillsborough.

No 1920 census figures are available for San Carlos, Atherton, Belmont and Lawndale as these towns were not incorporated at that time.

San Carlos Bonds Win At Election

The bond issue which was voted upon by the people of San Carlos Tuesday, and which had for its purpose the construction of several culverts on Pulgas creek in San Carlos, and for the construction of a bridge across Cordilleras creek to connect San Carlos with Redwood City, passed by a large vote. There were 242 votes cast for the proposed issue and only 13 opposing votes.

The concrete bridge across Cordilleras creek will be on Stanford Lane. Half of the cost of this structure will be borne by Redwood City, funds for this purpose having been voted in a bond issue here at the municipal election.

The other improvements made possible by the San Carlos bonds will be for culverts across Pulgas creek at Elm, Arroyo, Cedar and Chestnut streets. These were necessary to make the site of San Carlos' new \$60,000 school accessible to the greater portion of the city.

SAN CARLOS HOME AREAS PLEASANT IN TREE SETTING

A small city of pleasant homes extending to the hills at its western edge, San Carlos has progressed rapidly since its incorporation as a city.

By the 1930 census the population of San Carlos is 1132, which represents a marked increase although no previous census figures for it as a city are available.

Striking throughout San Carlos are the trees in all parts—oaks, willows, cypress and pine.

Although predominantly a residential community, San Carlos is developing in business and industry.

Plaster and concrete factories and a furniture plant have already been constructed. The development of the hundreds of acres of harbor lands lying east toward the bay to provide industrial lands is projected, and dredging work has been performed in one section of the project.



A. M. Brazell Company Inc.

Contractors of

Venetian Blinds, Window Shades, Screens
Linoleum and Asphalt Tile

San Francisco Sales Office: Market 1-9651
General Office and Plant:

973 E. San Carlos Ave. San Carlos, Calif.

San Carlos 2101

June 09, 2025

Corner Cypress Avenue
and State Highway



SAN CARLOS A PENINSULA SHOPPING CENTER

Quality
Assortment
Courtesy
and Price

A Friendly
Place to
Park and
Trade

Women who drive their cars soon learn where to shop.

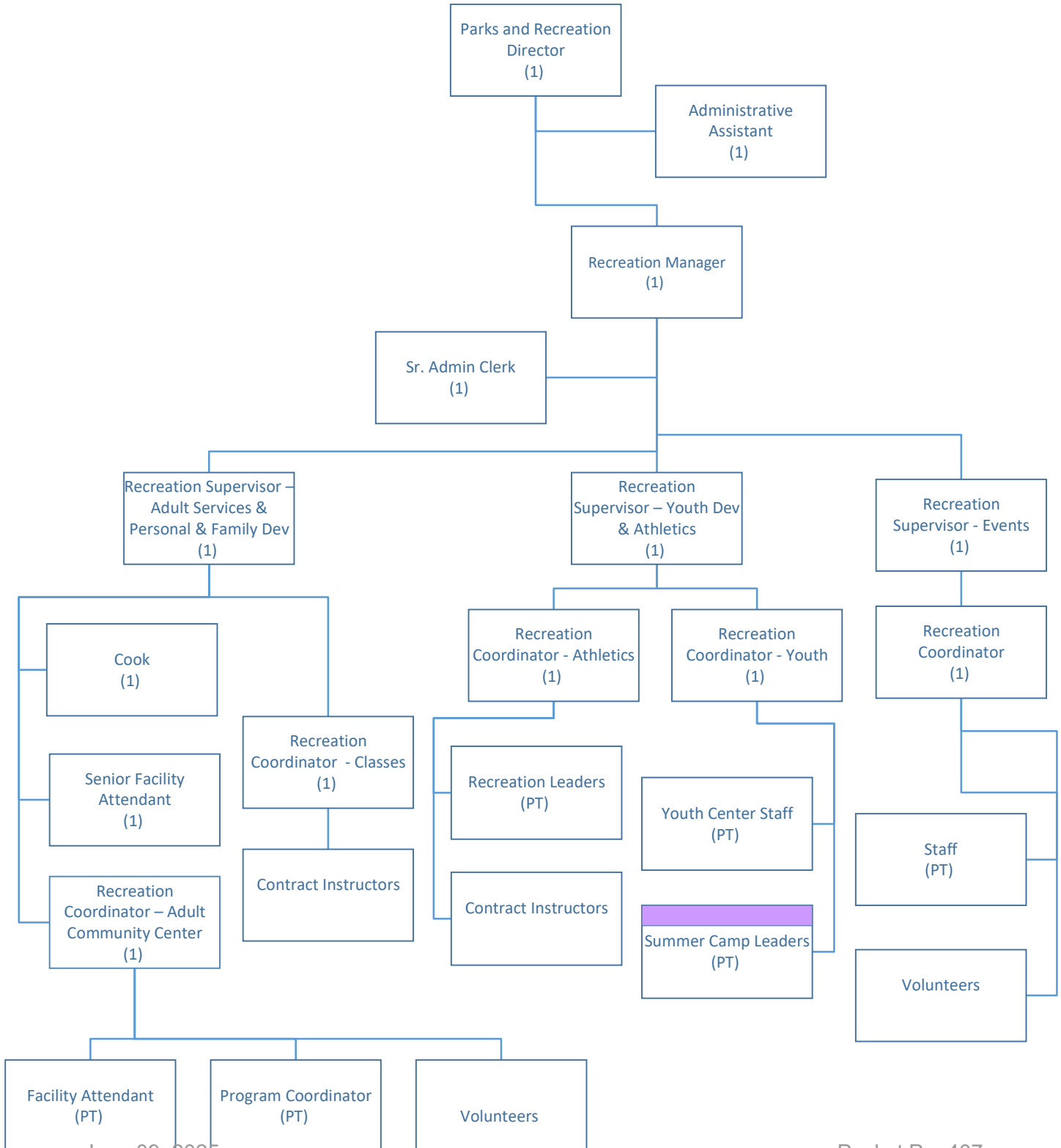
They are surprised when they come the first time to find shops and merchandise equal to those in San Francisco—they are agreeably surprised also to learn of the lower prices because of lower overhead expenses. A few minutes drive—easy parking—large new assortments at real savings—

THAT IS WHY MORE AND MORE WOMEN ARE TRADING IN SAN CARLOS



Parks & Recreation Department

Organization Chart



June 09, 2025

Packet Pg. 407

Seasonal



SAN CARLOS SPOTLIGHT

Parks & Recreation Department



BURTON PARK

Dedicated July 28, 1940, Burton Park and its attendant buildings are significant as the first public recreation facility established by the City of San Carlos, and as the first Works Progress Administration (WPA) project in San Carlos. The use of adobe for the parks buildings represents a local manifestation of the use of rustic materials and designs established during this period by the National Park Service.

Source: Library of Congress

Recreation Center Summer Schedule

Schedule of events this Summer at the San Carlos Recreation Center.

Organized games at 10:20 a.m. and a story hour at 10:45 daily, except Sunday for children 4-7 at the small play area.

Arts and crafts, Mondays and Wednesdays, 2-4 p.m. on outdoor stage for children 8-12 with a small charge for class registration.

Instruction, Tuesday and Thursday, for girls 8-12 years, with tennis at 9:30 a.m.; badminton, 11 a.m.; archery, 1 p.m.; dancing and dramatics, 2 p.m., and softball, 4 p.m.

Instruction Mondays, Wednesdays and Fridays, for girls 13-17 years, tennis, 9:30 p.m.; badminton, 11 a.m.; archery, 1 p.m.; dramatics, 2 p.m., and softball, 4 p.m.

Instruction, Monday through Friday, for boys, baseball, 9:30 a.m.; croquet and volleyball, 1 p.m.; archery, 4 p.m.

Saturday morning, tournaments. Special reservations for any section of the park may be made by calling the center.

June 09, 2025

Redwood City Tribune, 1945

Youth Center Plan Due for Airing

The San Carlos Recreation Commission will hold its regular meeting Monday night at the recreation center.

At a special session called in July by the new chairman, Kenneth Thompson, a committee was appointed to look into the feasibility of erecting a youth center building with a swimming pool and gymnasium. Named on this committee were former chairmen, Franklin Duxbury, Albert Knorp and Thompson.

Last year's recreation commission members had recommended a youth building and had made a study of architect's designs and suitable locations. They had gone on record as not advocating a pool at present. The committee recently appointed is expected to report Monday night.

Redwood City Tribune, 1946

San Carlos Rec Lighting Plans Told

Hope for both an adequate recreation building and lights for the baseball diamond at the San Carlos Recreation Center brightened today after the San Carlos Civic Affairs Committee heard Mayor E. R. Burton promise lights for the field, if service clubs would get behind the bond issue for the recreation building.

The long-awaited lights for night games will be provided out of city funds if all San Carlos organizations will back the proposed \$199,000 bond issue for a multiple-use recreation building, the mayor said.

Committee members immediately set to work to plan the best method for carrying out promotion of the bond issue.

Times-Gazette, 1950

Packet Pg. 408



PARKS & RECREATION DEPARTMENT

Mission

The Parks and Recreation Department enhances the quality of life for residents of San Carlos by providing recreational opportunities for all ages, providing safe and well-maintained parks and facilities, and providing community events for all. The department strives to offer a variety of programs and services that support the City Council's goals and core values by offering adult services, tots, youth and teen programming, youth and adult sports programs, after school programs, and community events. The department manages use of recreation facilities, oversees the City's park system, supports the Parks, Recreation and Culture Commission, and partners with the Parks and Recreation Foundation of San Carlos.

Organization

The Department is organized into Administration, Recreation Programs and Services, and Community Events Divisions

Org Code

01701000, 01721000-01791034, 27271000

Dept

7010-7910, 2710

Description

Under the direction of the Parks and Recreation Director, the Parks and Recreation Department consists of 14 full-time regular employees. Five program areas – Athletics, Adult Services, Youth Development, Personal & Family Development, and Community Events – are managed by one Recreation Manager, three Recreation Supervisors, and supported by five Recreation Coordinators.

Program	Management
Leadership & Management (3 FTEs)	Parks & Recreation Director
Athletics (1.5 FTEs)	Recreation Supervisor
Adult Services (3.5 FTEs)	Recreation Supervisor
Youth Development (1.5 FTEs)	Recreation Supervisor
Personal & Family Development (2.5 FTEs)	Recreation Supervisor
Community Events (2 FTE)	Recreation Supervisor

**PARKS & RECREATION DEPARTMENT
BUDGET SUMMARY (General Fund only)**

EXPENDITURES SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
SALARIES	2,043,450	2,058,387	2,136,000	2,143,750	2,450,650	2,529,150
BENEFITS	907,000	763,455	924,100	794,300	1,054,400	1,111,800
PERSONNEL TOTAL ---->	2,950,450	2,821,842	3,060,100	2,938,050	3,505,050	3,640,950
UTILITIES	43,600	70,987	44,900	44,900	46,200	47,600
OFFICE ADMINISTRATIVE	685,248	658,929	699,700	728,500	751,700	774,100
PROFESSIONAL SERVICES	1,158,800	1,211,292	1,284,215	1,376,575	1,439,900	1,483,620
UNIFORMS & SAFETY EQUIPMENT	3,900	3,625	4,000	4,000	4,100	4,200
PROFESSIONAL DEVELOPMENT	28,800	27,973	29,600	29,600	30,400	31,200
COMMUNITY RELATIONS	118,700	95,683	136,900	136,900	141,000	145,200
INSURANCE	48,600	46,428	50,100	50,100	51,600	53,100
VEHICLE USAGE	2,500	32	2,500	2,500	2,500	2,500
EQUIPMENT MAINTENANCE	14,600	8,145	25,000	25,000	25,700	26,400
SERIAL BONDS	-	-	-	-	-	-
PROGRAM COSTS	-	-	-	-	-	-
OPERATING EXPENSE	-	-	-	-	-	-
OPERATING EXPENSE TOTAL ---->	2,104,748	2,123,093	2,276,915	2,398,075	2,493,100	2,567,920
CAPITAL OUTLAY	19,200	21,267	19,800	19,800	20,400	21,000
CAPITAL PROJECTS	-	-	-	-	-	-
CAPITAL OUTLAY TOTAL ---->	19,200	21,267	19,800	19,800	20,400	21,000
EXPENDITURES TOTAL ---->	5,074,398	4,966,202	5,356,815	5,355,925	6,018,550	6,229,870
TRANSFERS OUT	-	-	-	-	-	-
ALLOCATIONS OUT FOR WORKERS COMP	69,500	69,500	71,500	71,500	110,600	117,000
ALLOCATIONS OUT FOR GEN LIAB INSURANCE	15,200	15,200	15,700	15,700	17,100	17,600
TRANSFER OUT TOTAL ---->	84,700	84,700	87,200	87,200	127,700	134,600
EXPENDITURES & TRANSFERS TOTAL ---->	5,159,098	5,050,902	5,444,015	5,443,125	6,146,250	6,364,470
REVENUE SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
BUSINESS REGISTRATION	-	-	-	-	-	-
CHARGES FOR CURRENT SERVICES	2,190,400	2,444,219	2,396,150	2,574,600	2,661,100	2,740,800
FINES & FORFEITURES	-	-	-	-	-	-
FROM OTHER AGENCIES	-	50,000	-	50,000	-	-
LICENSES & PERMITS	-	-	-	-	-	-
OTHER REVENUE	165,800	158,660	197,200	136,950	133,000	136,900
OTHER TAX	-	-	-	-	-	-
PROPERTY TAX	-	-	-	-	-	-
SALES TAX	-	-	-	-	-	-
TRANSIENT OCCUPANCY TAX	-	-	-	-	-	-
USE OF MONEY & PROPERTY	271,200	272,821	279,900	290,400	296,300	305,200
VEHICLE IN LIEU	-	-	-	-	-	-
REVENUE TOTAL ---->	2,627,400	2,925,700	2,873,250	3,051,950	3,090,400	3,182,900
GENERAL TRANSFERS IN	-	-	-	-	-	-
ALLOCATIONS IN FROM SEWER	-	-	-	-	-	-
ALLOCATIONS IN FROM NPDES	-	-	-	-	-	-
ALLOCATIONS IN FROM GAS TAX	-	-	-	-	-	-
ALLOCATIONS IN FROM WORK COMP	-	-	-	-	-	-
ALLOCATIONS IN FROM RISK MGT	-	-	-	-	-	-
TRANSFER AND ALLOCATIONS IN TOTAL ---->	-	-	-	-	-	-
REVENUE & TRANSFERS TOTAL ---->	2,627,400	2,925,700	2,873,250	3,051,950	3,090,400	3,182,900
TOTAL PARKS & RECREATION NET EXP (REV) ---->	2,531,698	2,125,202	2,570,765	2,391,175	3,055,850	3,181,570



PARKS & RECREATION DEPARTMENT

Program Name	Leadership & Management
Organization	3 FTEs: Parks & Recreation Director, Recreation Manager, and Administrative Assistant
Major Services	<ul style="list-style-type: none"> • Meet with boards and commissions • Provide support to the City Manager on matters related to Parks and Recreation • Oversee Capital Improvement Program projects for Parks, Recreation, and Facilities • Assign and oversee workloads for supervisory staff • Collaborate with the Parks and Recreation Foundation of San Carlos on community event partnerships and program and project funding needs
FY 2024-25 Accomplishments	<ul style="list-style-type: none"> • Initiated the North Crestview Park Master Plan process • Initiated the Parks Master Plan project by engaging with community through two pop-up events, in-person workshops, and online surveys • Completed the pedestrian and hiking access into Pulgas Ridge Open Space Preserve from Los Vientos Way • Completed construction of the new trail in Devonshire Canyon • Partnered with the Parks and Recreation Foundation of San Carlos on community events and secured \$113,600 of supportive funding for projects and programs • Led the 22-member City Centennial Advisory Committee to brainstorm recommend centennial celebration ideas to City Council • Executed a joint use agreement in partnership with the San Carlos School District on shared facility needs, field maintenance, and other community priorities
FY 2025-27 Goals	<ul style="list-style-type: none"> • Complete the Parks Master Plan project with a focus on strong community engagement • Complete the North Crestview Park Master Plan • Continue partnership with Parks and Recreation Foundation of San Carlos on community events and funding of projects and programs • Continue partnership with the San Carlos School District on shared facility needs, field maintenance and other community priorities through the joint user agreement

**Program Goals**

The goal of Leadership and Management is to provide leadership, oversight, and administrative support to develop and deliver innovative and high-quality programs, services, parks, and facilities that meet the needs and interests of all San Carlos residents.

Leadership & Management**Objective**

Leadership and Management provide administrative support for delivery of programs and services that creates a positive impact on community image and sense of place; increases safety and security, provides economic development opportunities; protects environmental resources; enhances cultural understanding; improves health and wellness; fosters human development; assists in community problem solving; and provides a wide range of recreation experiences.

Key Performance Measure		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
Total annual amount of funding committed by the Parks and Recreation Foundation for park improvement projects and programs		\$43,125	\$85,000	\$100,000	\$150,000
Description	The Parks and Recreation Department partners with the Parks and Recreation Foundation on funding partnership opportunities. In recent years, the Foundation took on the management of alcohol sales at community events so that they may donate back to park and facility improvements, program implementation, and other services provided by Parks and Recreation.				
Purpose	The funding partnership aims to build a private-public partnership to bridge the gap between City resources and community expectations.				
Status	The Parks and Recreation Foundation has received lump sum funding from the dissolution of the Youth Center Foundation and staff will be submitting requests now to the Parks and Recreation Foundation for the Youth Center programs. Additionally, with the adoption of the Parks Master Plan in 2026, it is anticipated to have an increase of park improvement projects available to fund.				
Key Performance Measure		FY2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
% of residents that are very or somewhat satisfied with the City's efforts to provide parks, sports fields and recreation facilities		N/A	92.7%	N/A	93%
% of residents that are very or somewhat satisfied with the City's efforts to provide recreation programs for youth		N/A	94%	N/A	95%
% of residents that are very or somewhat satisfied with the City's efforts to provide recreation programs for adults and seniors		N/A	93%	N/A	94%
% of residents that are very or somewhat satisfied with the City's efforts to hold community events		N/A	95.9%	N/A	96%
Description	The City conducts a community survey every other year on satisfaction ratings of city services. In the survey, metrics for Parks and Recreation services are included, categorized by parks, sports fields, and facilities; youth programs; adult and senior programs; and community events. Parks and Recreation programs and services have ranked very high in satisfaction of residents, with responses of				
June 09, 2025		Parks and Recreation			



	residents' satisfaction rate of very or somewhat satisfied landing between 92%-96%.
Purpose	The purpose of the survey is to provide City staff with statistically reliable results of residents' satisfaction, priorities, and concerns as they relate to services and facilities provided by the City, giving staff a better understanding of where improvements are needed.
Status	Providing recreation programs for adults and seniors increased by 3.5% from 2023 to 2025; providing parks, sports fields and recreation facilities increased by 2.1% for 2023 to 2025; providing community events increased by 1.5% from 2023 to 2025; and providing recreation programs youth increased by 0.1% from 2023 to 2025.

Workload Measures	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of Parks, Recreation and Culture Commission meetings held	6	6	6	6
# of Parks and Recreation Foundation meetings attended	12	12	12	12
# of meetings conducted with School District	6	14	8	8
# of community engagement and staff meetings related to Strategic Plan initiatives (including Parks Master Plan, North Crestview Park Master Plan, trails and non-motorized boat launch)	68	76	60	36
# of contracts executed	27	20	22	25

**PARKS & RECREATION LEADERSHIP AND MANAGEMENT (01701000)**
BUDGET SUMMARY

EXPENDITURES SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
SALARIES	513,650	494,027	529,350	534,100	577,450	594,650
BENEFITS	266,000	228,688	269,800	246,200	274,500	290,200
PERSONNEL TOTAL ---->	779,650	722,715	799,150	780,300	851,950	884,850
UTILITIES	800	-	800	800	800	800
OFFICE ADMINISTRATIVE	66,400	67,239	68,300	68,300	70,300	72,400
PROFESSIONAL SERVICES	41,500	35,403	42,700	42,700	44,000	45,300
UNIFORMS & SAFETY EQUIPMENT	100	-	100	100	100	100
PROFESSIONAL DEVELOPMENT	18,400	19,130	19,000	19,000	19,600	20,200
COMMUNITY RELATIONS	33,300	21,952	44,000	44,000	45,300	46,700
INSURANCE	-	-	-	-	-	-
VEHICLE USAGE	400	-	400	400	400	400
EQUIPMENT MAINTENANCE	300	-	300	300	300	300
SERIAL BONDS	-	-	-	-	-	-
PROGRAM COSTS	-	-	-	-	-	-
OPERATING EXPENSE	-	-	-	-	-	-
OPERATING EXPENSE TOTAL ---->	161,200	143,724	175,600	175,600	180,800	186,200
CAPITAL OUTLAY	12,800	14,867	13,200	13,200	13,600	14,000
CAPITAL OUTLAY TOTAL ---->	12,800	14,867	13,200	13,200	13,600	14,000
EXPENDITURES TOTAL ---->	953,650	881,306	987,950	969,100	1,046,350	1,085,050
TRANSFERS OUT	-	-	-	-	-	-
ALLOCATIONS OUT FOR WORKERS COMP	7,500	7,500	7,700	7,700	11,500	12,200
ALLOCATIONS OUT FOR GEN LIAB INSURANCE	2,000	2,000	2,100	2,100	3,100	3,200
TRANSFER OUT TOTAL ---->	9,500	9,500	9,800	9,800	14,600	15,400
EXPENDITURES & TRANSFERS TOTAL ---->	963,150	890,806	997,750	978,900	1,060,950	1,100,450
REVENUE SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
BUSINESS REGISTRATION	-	-	-	-	-	-
CHARGES FOR CURRENT SERVICES	5,300	7,142	5,500	1,100	1,700	1,700
FINES & FORFEITURES	-	-	-	-	-	-
FROM OTHER AGENCIES	-	-	-	-	-	-
LICENSES & PERMITS	-	-	-	-	-	-
OTHER REVENUE	-	9,626	-	2,250	-	-
OTHER TAX	-	-	-	-	-	-
PROPERTY TAX	-	-	-	-	-	-
SALES TAX	-	-	-	-	-	-
TRANSIENT OCCUPANCY TAX	-	-	-	-	-	-
USE OF MONEY & PROPERTY	271,200	272,821	279,900	290,400	296,300	305,200
VEHICLE IN LIEU	-	-	-	-	-	-
REVENUE TOTAL ---->	276,500	289,589	285,400	293,750	298,000	306,900
GENERAL TRANSFERS IN	-	-	-	-	-	-
ALLOCATIONS IN FROM SEWER	-	-	-	-	-	-
ALLOCATIONS IN FROM NPDES	-	-	-	-	-	-
ALLOCATIONS IN FROM GAS TAX	-	-	-	-	-	-
ALLOCATIONS IN FROM WORK COMP	-	-	-	-	-	-
ALLOCATIONS IN FROM RISK MGT	-	-	-	-	-	-
TRANSFER AND ALLOCATIONS IN TOTAL ---->	-	-	-	-	-	-
REVENUE & TRANSFERS TOTAL ---->	276,500	289,589	285,400	293,750	298,000	306,900
GENERAL FUND NET EXPENSE (REVENUE) ---->	686,650	601,217	712,350	685,150	762,950	793,550

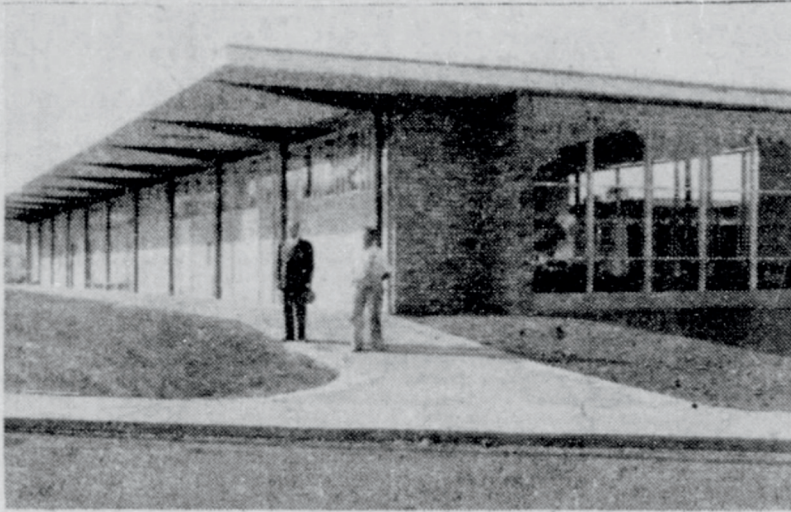
**PARK IN LIEU (27271000)
BUDGET SUMMARY**

EXPENDITURES SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
SALARIES	-	-	-	-	-	-
BENEFITS	-	-	-	-	-	-
PERSONNEL TOTAL ---->	-	-	-	-	-	-
UTILITIES	-	-	-	-	-	-
OFFICE ADMINISTRATIVE	-	-	-	-	-	-
PROFESSIONAL SERVICES	-	-	-	-	-	-
UNIFORMS & SAFETY EQUIPMENT	-	-	-	-	-	-
PROFESSIONAL DEVELOPMENT	-	-	-	-	-	-
COMMUNITY RELATIONS	-	-	-	-	-	-
INSURANCE	-	-	-	-	-	-
VEHICLE USAGE	-	-	-	-	-	-
EQUIPMENT MAINTENANCE	-	-	-	-	-	-
SERIAL BONDS	-	-	-	-	-	-
PROGRAM COSTS	-	-	-	-	-	-
OPERATING EXPENSE	-	-	-	-	-	-
OPERATING EXPENSE TOTAL ---->	-	-	-	-	-	-
CAPITAL OUTLAY	-	-	-	-	-	-
CAPITAL PROJECTS	1,975,000	222,396	2,572,604	1,422,604	450,000	150,000
CAPITAL OUTLAY TOTAL ---->	1,975,000	222,396	2,572,604	1,422,604	450,000	150,000
EXPENDITURES TOTAL ---->	1,975,000	222,396	2,572,604	1,422,604	450,000	150,000
TRANSFERS OUT	-	-	-	-	-	-
ALLOCATIONS OUT FOR WORKERS COMP	-	-	-	-	-	-
ALLOCATIONS OUT FOR GEN LIAB INSURANCE	-	-	-	-	-	-
TRANSFER OUT TOTAL ---->	-	-	-	-	-	-
EXPENDITURES & TRANSFERS TOTAL ---->	1,975,000	222,396	2,572,604	1,422,604	450,000	150,000

REVENUE SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
BUSINESS REGISTRATION	-	-	-	-	-	-
CHARGES FOR CURRENT SERVICES	-	-	-	-	-	-
FINES & FORFEITURES	-	-	-	-	-	-
FROM OTHER AGENCIES	-	-	-	-	-	-
LICENSES & PERMITS	-	-	-	-	-	-
OTHER REVENUE	466,300	251,201	1,221,100	316,000	139,500	993,100
OTHER TAX	-	-	-	-	-	-
PROPERTY TAX	-	-	-	-	-	-
SALES TAX	-	-	-	-	-	-
TRANSIENT OCCUPANCY TAX	-	-	-	-	-	-
USE OF MONEY & PROPERTY	8,800	87,194	22,800	60,500	48,300	49,700
VEHICLE IN LIEU	-	-	-	-	-	-
REVENUE TOTAL ---->	475,100	338,395	1,243,900	376,500	187,800	1,042,800
TRANSFERS IN	-	-	-	-	400,000	-
ALLOCATIONS IN FROM SEWER	-	-	-	-	-	-
ALLOCATIONS IN FROM NPDES	-	-	-	-	-	-
ALLOCATIONS IN FROM GAS TAX	-	-	-	-	-	-
ALLOCATIONS IN FROM WORK COMP	-	-	-	-	-	-
ALLOCATIONS IN FROM RISK MGT	-	-	-	-	-	-
TRANSFER AND ALLOCATIONS IN TOTAL ---->	-	-	-	-	400,000	-
REVENUE & TRANSFERS TOTAL ---->	475,100	338,395	1,243,900	376,500	587,800	1,042,800
PARK IN LIEU FUND NET EXPENSE (REVENUE) ---->	1,499,900	(115,999)	1,328,704	1,046,104	(137,800)	(892,800)

SAN CARLOS THROUGH THE YEARS - 1940S

New White Oaks School



White Oaks Elementary School, situated at Cedar St. and White Oaks Way, San Carlos, which is just being completed and opened Monday, with classes for the kindergarten, first, second and third grades. Mrs. Bernice Chase, who has been a member of the faculty of the San Carlos Elementary School is the principal. The school has an enrollment of 110. Shown in the picture are (left) Peter Sartorio, San Francisco contractor, who constructed the building and C. W. Arseneaux, Winding Way, San Carlos, school construction inspector. (Tribune photo.)

New Auto Class For S. C. Women

(Times Redwood City Bureau)

SAN CARLOS. Oct. 13. — A course in auto mechanics is starting in San Carlos for women and will be continued if 18 to 20 women can be enrolled. Roy Collins is to instruct, with lecture courses at the home of Mrs. R. Allen, 400 Elm street, at 8 o'clock this evening, and the shopwork at the firehouse on evenings to be arranged later.

Mrs. J. G. McArdle and Mrs. R. Allen are organizing the class. Those who enroll do not need to join the motor corps unless they desire to do so.

City Council To Adopt Street Plan

The adoption of Ordinance 152 concerning set back lines on Laurel St. will be the prime matter of business when the San Carlos City Council meets tonight at the city hall at 8 o'clock.

This ordinance will make the opening and widening of Laurel St. as a through-street possible. It is anticipated this will be one of the important business streets in the future, council members indicated.

Other matters on the agenda include a letter from Dalmo Victor relative to sewer connections and two more letters concerning hazardous trees, a subject of much debate at previous meetings.

City Clerk Beatrice Roberts reports that registration to vote in the municipal election Mar. 20 to elect a councilman to fill the unexpired term of one year left vacant by the resignation of Roy Gover will be taken until midnight tonight.

LICENSE FEE DUE

The new \$25 business license fee adopted by the city for merchants in San Carlos and outside firms transacting business here became due and payable on July 1 for the period 1946-47, City Clerk Beatrice Roberts advised today. A penalty of 20 per cent will be assessed for failure to obtain a new license before July 15.

YOUR

\$'s

have more sense

WHEN
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THAT
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OF
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TO

WELTNER MOTOR CO.

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Redwood City
PHONE RC 3214

El Camino at Holly
San Carlos
PHONE SC 6

CARLOS
SAN CARLOS 67

STARTS SUNDAY
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**30 SECONDS
OVER
TOKYO**

SPENCER TRACY
as COL. JAMES H. DOUGLASS

SEE PAGE 2
FOR CURRENT PROGRAM

**GRANARA'S
FLOWER SHOP**

CUT FLOWERS - PLANTS
FLORAL DESIGNS

1682 El Camino Ph. SC 816-J
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PARKS & RECREATION DEPARTMENT

Program Name	Athletics
Organization	1.5 FTEs: Recreation Supervisor and Recreation Coordinator
Major Services	<ul style="list-style-type: none"> • Develop and promote sports camps and classes for tots, youth, and adults • Coordinate adult sports leagues, including softball, basketball, soccer, bocce ball, and cornhole • Coordinate indoor adult drop-in programs including pickleball, basketball, and volleyball • Coordinate rentals for City-owned sports fields and facilities • Coordinate and schedule community field use for San Carlos youth sports organizations for City and School District owned fields • Coordinate in-house youth basketball and flag football leagues and programs • Recruit and assign part-time staff
FY 2024-25 Accomplishments	<ul style="list-style-type: none"> • Expanded Adult Men's Basketball leagues to offer an additional night, increasing team participation by 9 additional teams each season • Increased in-house youth flag football league participation by 120 youth, or 31% • Created an in-house flag football class "Training Camp" offered two days per week with 40 youth enrolled each season • Established the first Annual Hometown Days Cornhole Tournament, featuring 20 teams and 40 participants • Increased the summer flag football camp from three weeks to seven weeks, doubling participation • Held 6 collaborative Athletics Sites Advisory Committee (ASAC) meetings with community partners for community-wide field use and scheduling
FY 2025-27 Goals	<ul style="list-style-type: none"> • Increase in-house sports camp offerings, including softball, baseball, volleyball • Add a second age group for flag football camp (6-8 years, and 9-12 years) to more appropriately tailor camp lessons and skill development to age and ability • Establish a 7th and 8th grade girls' flag football league • Continue to collaborate with youth sports organizations to maximize efficiencies in field scheduling

**Program Goals**

The goal of Athletics is to offer well-rounded sports programs and facilities for San Carlos residents that foster sportsmanship, develop skills and encourage and promote health and wellness.

Athletics**Objective**

Athletics develops and promotes sports classes and camps for youth, fitness and sports classes for adults, youth and adult sports leagues, and coordinates community sports field use scheduling.

The Performance Measures for Athletics provide data to ensure staff are meeting program objectives. The data below serves as benchmarks to determine whether or not staff are continuing to provide an acceptable number of program opportunities to meet the needs of the community. The number of organized play participants reflects the overall number of individuals using our fields and facilities throughout the year.

Key Performance Measure		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of youth sports classes, camps and league registrations		2,055	2,075	2,300	2,325
Description	<p>The Athletics division offers sports classes, camps and leagues for youth ages 2-17 years old. Programs include volleyball, basketball, tennis, pickleball, soccer, flag football and multi-sport options.</p> <p>Youth sports are offered across four sessions throughout the year, in addition to a summer camp session for specialized program offerings.</p>				
Purpose	<p>Measuring the number of participants indicates how successful staff are at providing a variety of sports opportunities that meet the needs of the community. The purpose of youth sports programs is to encourage active lifestyles, develop motor skills, establish teamwork, gain knowledge of a particular sports or activity, and have fun.</p>				
Status	<p>Youth participation in sports classes, camps and leagues have remained strong and are projected to slightly increase in future years.</p>				
Key Performance Measure		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of adults sports program and league participants		2,527	2,600	2,650	2,700
Description	<p>The Athletics division offers sports programs including pickleball and tennis lessons, drop-in pickleball, volleyball and basketball, and basketball, soccer, bocce ball, cornhole, and softball leagues.</p> <p>Adult sports classes and drop-in programs are offered for four seasons throughout the year. Adult leagues offerings vary. Basketball is offered three nights per week across four seasons; bocce ball is offered three nights across three seasons; cornhole is offered one night across three seasons; softball is offered two nights across three seasons; and soccer is offered two nights across two seasons. Team numbers fluctuate depending on sport and from season to season.</p>				
June 09, 2025		Packet Pg. 418			



Purpose	Measuring the number of adult sports program and league participants indicates how successful staff is at providing a variety of sports opportunities that meet the needs of the community. The purpose of adult sports programs and leagues is to promote health and wellness by providing opportunities to be active.			
Status	Adult participation in sports programs and leagues have remained strong and are projected to slightly increase in future years.			
Key Performance Measure	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of youth sports organizations participants (AYSO, Little League, Youth Softball, San Carlos United)	2,720	2,800	2,800	2,800
Description	The Athletics division coordinates with and manages field use at City and School District fields for community youth sports groups including, but not limited to, AYSO, San Carlos United, San Carlos Little League, San Carlos Youth Softball Association, St. Charles Baseball, Missions Baseball and San Carlos Elite Softball.			
Purpose	Measuring the number of youth sports organization participants reflects the volume of use of community fields.			
Status	For FY 2023-24, there were 2,720 youth sports participants across all organizations. This number can fluctuate year-to-year, depending on enrollment in youth sports organizations.			

Workload Measures	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of gym rental hours permitted	309	320	330	330
# of volunteer youth sports coaches	120	30	140	140
# of ASAC meetings held	6	6	6	6



ATHLETICS (01741000)
BUDGET SUMMARY

EXPENDITURES SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
SALARIES	178,600	162,708	185,000	185,900	214,000	221,400
BENEFITS	64,700	47,062	66,100	51,400	72,200	76,100
PERSONNEL TOTAL ---->	243,300	209,770	251,100	237,300	286,200	297,500
UTILITIES	42,800	70,987	44,100	44,100	45,400	46,800
OFFICE ADMINISTRATIVE	56,400	44,215	58,000	58,000	64,700	66,600
PROFESSIONAL SERVICES	257,000	268,800	279,600	236,900	262,300	270,000
UNIFORMS & SAFETY EQUIPMENT	700	530	700	700	700	700
PROFESSIONAL DEVELOPMENT	3,600	2,802	3,700	3,700	3,800	3,900
COMMUNITY RELATIONS	-	-	-	-	-	-
INSURANCE	-	-	-	-	-	-
VEHICLE USAGE	200	-	200	200	200	200
EQUIPMENT MAINTENANCE	200	-	10,200	10,200	10,500	10,800
SERIAL BONDS	-	-	-	-	-	-
PROGRAM COSTS	-	-	-	-	-	-
OPERATING EXPENSE	-	-	-	-	-	-
OPERATING EXPENSE TOTAL ---->	360,900	387,334	396,500	353,800	387,600	399,000
CAPITAL OUTLAY	-	-	-	-	-	-
CAPITAL OUTLAY TOTAL ---->	-	-	-	-	-	-
EXPENDITURES TOTAL ---->	604,200	597,104	647,600	591,100	673,800	696,500
TRANSFERS OUT	-	-	-	-	-	-
ALLOCATIONS OUT FOR WORKERS COMP	6,400	6,400	6,600	6,600	10,100	10,700
ALLOCATIONS OUT FOR GEN LIAB INSURANCE	1,500	1,500	1,500	1,500	1,500	1,500
TRANSFER OUT TOTAL ---->	7,900	7,900	8,100	8,100	11,600	12,200
EXPENDITURES & TRANSFERS TOTAL ---->	612,100	605,004	655,700	599,200	685,400	708,700
REVENUE SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
BUSINESS REGISTRATION	-	-	-	-	-	-
CHARGES FOR CURRENT SERVICES	611,300	623,123	676,600	653,900	666,900	687,200
FINES & FORFEITURES	-	-	-	-	-	-
FROM OTHER AGENCIES	-	-	-	-	-	-
LICENSES & PERMITS	-	-	-	-	-	-
OTHER REVENUE	-	-	-	-	-	-
OTHER TAX	-	-	-	-	-	-
PROPERTY TAX	-	-	-	-	-	-
SALES TAX	-	-	-	-	-	-
TRANSIENT OCCUPANCY TAX	-	-	-	-	-	-
USE OF MONEY & PROPERTY	-	-	-	-	-	-
VEHICLE IN LIEU	-	-	-	-	-	-
REVENUE TOTAL ---->	611,300	623,123	676,600	653,900	666,900	687,200
GENERAL TRANSFERS IN	-	-	-	-	-	-
ALLOCATIONS IN FROM SEWER	-	-	-	-	-	-
ALLOCATIONS IN FROM NPDES	-	-	-	-	-	-
ALLOCATIONS IN FROM GAS TAX	-	-	-	-	-	-
ALLOCATIONS IN FROM WORK COMP	-	-	-	-	-	-
ALLOCATIONS IN FROM RISK MGT	-	-	-	-	-	-
TRANSFER AND ALLOCATIONS IN TOTAL ---->	-	-	-	-	-	-
REVENUE & TRANSFERS TOTAL ---->	611,300	623,123	676,600	653,900	666,900	687,200
GENERAL FUND NET EXPENSE (REVENUE) ---->	800	(18,120)	(20,900)	(54,700)	18,500	21,500



PARKS & RECREATION DEPARTMENT

Program Name	Adult Services
Organization	3.5 FTEs: Recreation Supervisor, Recreation Coordinator, Senior Facility Attendant, Cook
Major Services	<ul style="list-style-type: none"> • Operate the Curbside Lunch Program four days per week • Organize and promote free and/or low-cost recreation and fitness classes for active adults • Develop and implement Special Events at the ACC • Organize and promote the Trips and Tours Program • Partner with the San Carlos Service Clubs for Seniors to operate the Caring Cupboard Program, providing free weekly groceries to low-income San Carlos residents • Collaborate with the Friends of the San Carlos Adult Community Center on program funding needs • Manage private Adult Community Center facility rentals
FY 2024-25 Accomplishments	<ul style="list-style-type: none"> • Received a \$50,000 grant from Sequoia Healthcare District for the Curbside Lunch Program • Developed the Lunch Bunch Program in collaboration with the Friends of the Adult Community Center, fostering social connections while supporting local businesses • Designed and implemented a seminar series, in coordination with Sutter Health, providing support and resources for middle-aged adults • In partnership with the Friends of the Adult Community Center, coordinated a 12-week "Active Aging" course, promoting long-term wellness for older adults • Established Generation Buddies program in partnership with the Youth Advisory Council, an intergenerational program where older adults and youth connect through shared activities and meals • Increased fitness class offerings, including new programs Qigong, Chair Zumba Gold, Chair Yoga, Senior Line Dancing, Dance, Fit Fun and Jazz Dance • Sold out every monthly luncheon (144 attendees)
FY 2025-27 Goals	<ul style="list-style-type: none"> • Expand intergenerational programming • Focus on programming that fosters social connections and combats loneliness among older adults • Continue to work with the Friends of the Adult Community Center on funding partnership opportunities



Program Goals	The goal of Adult Services is to provide a variety of programs, activities, and services that promote health and wellness, foster human development, strengthen community image and sense of place, and increase social interaction and cultural unity.
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Adult Services Objective	<p>Adult Services offers a meal program, coordinates recreation activities and special events, provides social gatherings, provides wellness and educational classes, organizes and promotes adult trips and tours, and provides volunteer opportunities for all ages and abilities.</p> <p>All programs offered at the Adult Community Center meet one of more of the seven dimensions in wellness: social, emotional, spiritual, environmental, occupational, intellectual, and physical. By measuring the following data, staff can ascertain if they are providing enough programs to meet the program goal of promoting health and wellness, social interaction, and fostering a sense of belonging. The information collected is also vital to staff when applying for grants and other outside funding opportunities to support Adult Services programs.</p>
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Key Performance Measure		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
Average # of daily Adult Community Center visits		120	130	140	140
Description	The Adult Community Center serves as a central hub for older adults in our community. Visitors may enjoy a free cup of coffee in the lounge, play cards in the game room, socialize with familiar or new friends on the patio, or participate in numerous free, drop-in classes led by volunteers. The ACC also features a fitness room where individuals can drop-in to work out. These drop-in activities provide accessible opportunities for social interaction, community engagement, and health and wellness, all of which contribute to the overall well-being of participants.				
Purpose	Tracking daily attendance provides insight into how well programs are attended, a reflection of the satisfaction of participants with program offerings.				
Status	The Adult Community Center is an active and well-utilized facility. The popular drop-in Strength, Stretch, and Balance class, held three times a week, attracts 70 participants per class. With a variety of engaging activities to choose from, the ACC serves an average of 130 drop-in visitors daily. Due to high engagement, this number is expected to remain steady in the coming years, rising only slightly.				
Key Performance Measure		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of annual Adult Community Center fee-based class/program participants		1,102	1,380	1,400	1,450
Description	Although most programs are free at the Adult Community Center, there are a variety of fee-based classes and programs taught by contract instructors. These programs are partially subsidized and priced at \$5 per class and include fitness, art, and health and wellness, providing opportunities for personal growth and lifelong learning.				
Purpose	Tracking the average number of paid participants helps evaluate the success of fee-based programs which tend to attract a different demographic to the ACC.				

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	This also helps gauge community interest, engagement, and the effectiveness of the classes.				
Status	There has been observed growth in the popularity of fee-based fitness classes. Surveys indicate a strong interest in continuing these classes, and participation is expected to grow as more contract instructors are added and the offerings are expanded.				
Key Performance Measure		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of annual Adult Community Center events		24	24	24	24
Description	The Adult Community Center hosts a wide range of special events throughout the year to promote social engagement and community connection. These events include a Lunar New Year Celebration, Crab Feed, Pasta Bingo, Nutcracker Tea, Pedro Tournaments, luncheons, and more. Attendance varies between 70 to 250 participants, depending on the scale of the event.				
Purpose	Tracking the number of special events ensures there are plenty of opportunities for social interaction and community connection throughout the year, contributing to participants' overall well-being.				
Status	Special events at the Adult Community Center are well attended, with each monthly luncheon selling out at 144 participants. Additionally, other special events frequently reach capacity. This indicates that participants greatly value the opportunity to socialize and connect with others. Given the consistent demand, the number of special events coordinated by the ACC is expected to remain consistent.				
Key Performance Measure		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of weekly participants supported by the Caring Cupboard program		185	190	195	195
# of pounds of food distributed annually to Caring Cupboard participants		126,234	128,068	129,250	129,250
Description	Caring Cupboard is a free and confidential food support program operated by the San Carlos Service Clubs for Seniors, in partnership with the Adult Community Center. The program provides weekly groceries to low-income residents and families year-round. Caring Cupboard is open to all San Carlos residents who meet the eligibility requirements.				
Purpose	Tracking program participation helps to measure impact, assess community needs, and ensure resources support those facing food insecurity.				
Status	The number of participants in the Caring Cupboard Program fluctuates throughout the year and it's influenced by factors such as economic conditions and seasonal changes.				



Key Performance Measure		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of annual trips and tours participants		537	559	565	565
Description	The Trips and Tours Program offers older adults the opportunity for day trips and excursions to various destinations primarily around the greater Bay Area. This program promotes social interaction and provides enriching experiences.				
Purpose	Tracking trip participation helps ensure that resources are allocated to meet the interests and needs of participants. It also measures the program's impact on social engagement and identifies popular destinations.				
Status	The Trips and Tours Program is one of the most popular offerings at the Adult Community Center, with trips frequently selling out. Surveys consistently show that this program is a favorite among participants. Due to high demand and program capacity, participation numbers are expected to remain stable.				

Workload Measures	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of Adult Community Center rental permits issued	24	24	25	25
# of Curbside Lunch meals served	22,432	23,112	23,350	23,500
# of Adult Community Center volunteers	90	93	95	95

**ADULT SERVICES (01771000, 01771008, 01771011, 01771013, 01771018, 01771019, 01771021 AND 01771024)**
BUDGET SUMMARY

EXPENDITURES SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
SALARIES	449,200	459,508	457,200	435,700	514,200	530,300
BENEFITS	242,400	206,745	247,600	197,900	263,700	278,000
PERSONNEL TOTAL ---->	691,600	666,253	704,800	633,600	777,900	808,300
UTILITIES	-	-	-	-	-	-
OFFICE ADMINISTRATIVE	123,900	116,336	127,600	127,600	131,500	135,500
PROFESSIONAL SERVICES	137,700	88,849	141,900	141,900	158,200	163,000
UNIFORMS & SAFETY EQUIPMENT	-	-	-	-	-	-
PROFESSIONAL DEVELOPMENT	1,800	2,077	1,800	1,800	1,800	1,800
COMMUNITY RELATIONS	500	500	500	500	500	500
INSURANCE	4,700	1,974	4,800	4,800	4,900	5,000
VEHICLE USAGE	500	-	500	500	500	500
EQUIPMENT MAINTENANCE	2,900	2,500	3,000	3,000	3,100	3,200
SERIAL BONDS	-	-	-	-	-	-
PROGRAM COSTS	-	-	-	-	-	-
OPERATING EXPENSE	-	-	-	-	-	-
OPERATING EXPENSE TOTAL ---->	272,000	212,236	280,100	280,100	300,500	309,500
CAPITAL OUTLAY	6,400	6,400	6,600	6,600	6,800	7,000
CAPITAL OUTLAY TOTAL ---->	6,400	6,400	6,600	6,600	6,800	7,000
EXPENDITURES TOTAL ---->	970,000	884,889	991,500	920,300	1,085,200	1,124,800
TRANSFERS OUT	-	-	-	-	-	-
ALLOCATIONS OUT FOR WORKERS COMP	19,000	19,000	19,600	19,600	30,600	32,300
ALLOCATIONS OUT FOR GEN LIAB INSURANCE	3,800	3,800	3,900	3,900	4,100	4,200
TRANSFER OUT TOTAL ---->	22,800	22,800	23,500	23,500	34,700	36,500
EXPENDITURES & TRANSFERS TOTAL ---->	992,800	907,689	1,015,000	943,800	1,119,900	1,161,300
REVENUE SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
BUSINESS REGISTRATION	-	-	-	-	-	-
CHARGES FOR CURRENT SERVICES	266,100	220,838	274,000	248,200	269,700	277,900
FINES & FORFEITURES	-	-	-	-	-	-
FROM OTHER AGENCIES	-	50,000	-	50,000	-	-
LICENSES & PERMITS	-	-	-	-	-	-
OTHER REVENUE	-	2,419	-	7,700	-	-
OTHER TAX	-	-	-	-	-	-
PROPERTY TAX	-	-	-	-	-	-
SALES TAX	-	-	-	-	-	-
TRANSIENT OCCUPANCY TAX	-	-	-	-	-	-
USE OF MONEY & PROPERTY	-	-	-	-	-	-
VEHICLE IN LIEU	-	-	-	-	-	-
REVENUE TOTAL ---->	266,100	273,256	274,000	305,900	269,700	277,900
GENERAL TRANSFERS IN	-	-	-	-	-	-
ALLOCATIONS IN FROM SEWER	-	-	-	-	-	-
ALLOCATIONS IN FROM NPDES	-	-	-	-	-	-
ALLOCATIONS IN FROM GAS TAX	-	-	-	-	-	-
ALLOCATIONS IN FROM WORK COMP	-	-	-	-	-	-
ALLOCATIONS IN FROM RISK MGT	-	-	-	-	-	-
TRANSFER AND ALLOCATIONS IN TOTAL ---->	-	-	-	-	-	-
REVENUE & TRANSFERS TOTAL ---->	266,100	273,256	274,000	305,900	269,700	277,900
GENERAL FUND NET EXPENSE (REVENUE) ---->	726,700	634,433	741,000	637,900	850,200	883,400

SAN CARLOS SPOTLIGHT

Carlos Theater

SAN CARLOS' NEW THEATER



In order to acquaint the public with the type of theater planned for San Carlos by Fox West Coast Theaters, A. M. Bowles, Northern California division manager, has released the above architect's sketch of the new building, shown as it will appear when completed.

Redwood City Tribune
1939

Fox To Build Own San Carlos Theater

Fox West Coast Theaters has announced purchase of property in San Carlos as the site for a 900-seat theater to be erected shortly. The property was purchased from Jesse N. Davis through Harold Goss, broker.

Stamps affixed to the deed indicated the price of the real estate was \$12,500. The deed was recorded yesterday afternoon at request of Peninsula Title Guarantee Corp. The buyer was Peninsula Theaters Corp., Fox subsidiary.

Davis, who originally announced plans to build the theater, said he had sold out and was no longer interested in the project. The property is located on San Carlos Ave. near Laurel Ave.

Times-Gazette, 1939

Special Section Describes New Carlos Theater

Formal opening of the new Carlos Theater at San Carlos at 8:15 o'clock tonight will be marked by the appearance of city and county officials from all parts of the Peninsula and by executives of the Fox West Coast Theaters organization who will be on hand to dedicate the latest in their chain of modern motion picture houses.

Tonight's opening is a special invitational affair to dedicate the \$150,000 structure, and will be followed tomorrow by a public opening.

A special eight-page section of the Tribune, delivered with today's paper, describes fully the many modern conveniences and devices which have been installed in the theater.

Redwood City Tribune,
1941

CARLOS
SAN CARLOS 67

Companion Hit
JANE WITHERS
NOW Young America
7:15 and 10:40

HOWL!



**BETTE DAVIS
ANN SHERIDAN
MONTY WOOLLEY**



**"The Man
Who Came
to Dinner"**

Shows at 8:40

WARNER BROS.' HAPPIEST HIT
with JIMMY DURANTE • RICHARD TRAVIS • BILLIE BURKE • REGINALD GARDINER

June 09, 1942 Redwood City Tribune, 1942



Carlos Theater, 1941. 420



PARKS & RECREATION DEPARTMENT

Program Name	Youth Development
Organization	1.5 FTEs: Recreation Supervisor and Recreation Coordinator
Major Services	<ul style="list-style-type: none"> • Operate the free After School Drop-In program for youth ages 10-17 years • Coordinate and promote summer camps for youth ages 4-12 years • Coordinate the summer Leader in Training Education program for 13-15 year olds • Manage private Youth Center rentals • Coordinate the Birthday Party program • Advise and provide leadership to the Youth Advisory Council • Develop and train part-time staff in career development and skill building
FY 2024-2025 Accomplishments	<ul style="list-style-type: none"> • Expanded the Leader in Training Education (LITE) Program to include in-house sports camps • Introduced a digital platform educational game, Agents of Discovery, collaborating with 12 San Carlos-based organizations to create custom content on general San Carlos history, organizations, and parks • Coordinated special events including the Drop-In Program Open House, Middle School Dances, Pancakes and Pickleball Tournament, Kids Night Out, Monday Night Football watch parties, and monthly after school youth special activities • Increased daily participation in the Drop-In tutoring program from 12 to 20 average daily participants • Implemented 12 free cooking classes at the Drop-In Program • In partnership with the City of Belmont, coordinated the second annual Teen Wellness Retreat, adding a parent/guardian workshop and increasing registered teen participation by 28% • Coordinated youth Mental Health First Aid training for two full-time employees, four part-time employees, and community members working with youth • Coordinated monthly part-time staff development training focusing on mental health and wellness, behavior management, conflict resolution, emergency preparedness, job skills and inclusive youth programming • Advised the Youth Advisory Council for the year, establishing monthly intergenerational programming and holding community drives and events, including the Halloween Movie Night and Haunted House, Pop-Up Thrift Shop, Blood Drives, YAC Social, Youth Dance Coat Checks, Finals and Fries study sessions, and the Laurel Street Cleanup
FY 2024-25 Goals	<ul style="list-style-type: none"> • Establish summer camp program designed for tweens and teens • Continue to promote youth mental health and wellness through programs and workshops • Increase intergenerational programs offerings, in partnership with the ACC

**Program Goals**

The goal of Youth Development is to provide a variety of recreational opportunities for youth in a safe and inclusive environment that support leadership development, create positive social experiences, increase cultural unity, facilitate community problem solving, and strengthen community image and sense of place.

Youth Development**Objective**

Youth Development operates the After School Drop-In Program and special events, coordinates the in-house summer camp, enhances recreational and social opportunities for youth in the community by partnering with community organizations, and provides guidance and leadership to the Youth Advisory Council.

The performance measures for the Youth Development program area are indicators of the number of youth we are serving; both daily and annually. The number of daily After School Drop-In participants, Special Event participants, and Summer Camp registrants are strong indicators of the quality of programs and services provided to youth in the community.

Key Performance Measure		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
Average # of daily Drop-in Program participants		67	72	72	72
Description	<p>The Youth Center offers a free and supervised drop-in program for youth ages 10-17 years old and is a fun, inclusive and safe environment for youth to enjoy after school. The program offers gym time, a game room, homework support, arts & crafts and other programmed activities.</p> <p>The average number of daily Drop-In participants includes only days school is in session and excludes Extended Drop-In days which occur on school breaks.</p>				
Purpose	Tracking daily average attendance of the Drop-In Program provides insight into how well the program is utilized by the community as well as if the program components are meeting the demand of the community.				
Status	The average number of daily Drop-In participants on regular school days has increased which reflects an increase in engagement of youth in after school activities and social-emotional community building.				
Key Performance Measures		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of youth summer Adventure Camp participants		1,243	1,273	1,285	1,300
Description	<p>The Adventure Camp program includes 9 weeks of Wee Woods (ages 4-5 years), Burton (ages 6-9 years), Arguello (ages 9-12 years), Extreme Adventure Camp (ages 13-17 years) and Leaders In Training Education (L.I.T.E.s) (ages 13-17 years). All camps include daily planned games, crafts and activities led by Recreation Leaders, and either an off-site or on-site special activity (i.e. field trips, pool days or water play and special assemblies). Camps also encourage social-emotional child development, and opportunities for outdoor experiences, physical activity and fun.</p> <p>The LITE program encourages the growth of leadership skills, mentorship experiences and develops self-confidence among tweens and teens.</p>				

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Purpose	Tracking the number of participants of Adventure Camp provides insight to how well our program offerings are meeting the needs and demand of the community.				
Status	For FY 2024, the number of youth summer Adventure Camp and LITE participants has increased. This increase in participation reflects youth having positive experiences from these programs. An item to note for this metric is that Adventure Camp maximum enrollment at this time is 1,315.				
Key Performance Measures		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of part-time staff training hours offered		52	52	52	52
Description	The Youth Center oversees anywhere from 30-60 part-time staff at any given time during the year. As part of staff development, training courses are coordinated and offered to gain important leadership skills, employee and participant safety and additional state-required training. Training topics include but are not limited to CPR/First Aid/AED training, mandated reporter, workplace violence, workplace harassment, summer safety, heat illness prevention, blood borne pathogens, defensive driving training, emergency scenario preparedness, monthly staff meetings, program planning, behavioral management, special event specific training, interview facilitation, policies and procedures, game play, inclusion, and mental health.				
Purpose	<p>The part-time staff training and skill development opportunities can enhance job satisfaction and increase staff retention by effectively preparing staff for their job expectations and cultivating a positive and growth-minded team environment.</p> <p>Tracking the number of hours annually highlights the continued prioritization of employee development, as included as a core value in the City of San Carlos Strategic Plan.</p>				
Status	Trainings are held on a monthly basis and have increased overall staff morale, efficiency, and staff retention. 16 of the 52 hours consist of state and City-mandated training, while the remaining hours are supplemental and determined by staff and current programming needs.				

Workload Measures	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of Drop-In Program special events	17	18	18	18
# of new part-time staff onboarded	20	25	22	25
# of Drop-In members	621	650	660	670
# of Youth Center fee-based youth program participants	625	630	635	640
# of Youth Advisory Council-coordinated events	15	15	15	15
# of Youth Center birthday parties and private facility rentals	25	26	27	28

YOUTH DEVELOPMENT (01731000)
BUDGET SUMMARY

EXPENDITURES SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
SALARIES	365,100	395,816	409,150	413,350	559,900	580,500
BENEFITS	79,000	73,945	80,600	69,000	171,200	180,100
PERSONNEL TOTAL ---->	444,100	469,761	489,750	482,350	731,100	760,600
UTILITIES	-	-	-	-	-	-
OFFICE ADMINISTRATIVE	119,100	125,118	133,600	162,400	163,700	168,600
PROFESSIONAL SERVICES	60,100	47,971	61,900	61,900	43,700	45,600
UNIFORMS & SAFETY EQUIPMENT	2,800	2,795	2,900	2,900	3,000	3,100
PROFESSIONAL DEVELOPMENT	3,400	2,730	3,500	3,500	3,600	3,700
COMMUNITY RELATIONS	-	-	-	-	-	-
INSURANCE	6,700	870	6,900	6,900	7,100	7,300
VEHICLE USAGE	800	32	800	800	800	800
EQUIPMENT MAINTENANCE	8,100	2,845	8,300	8,300	8,500	8,700
SERIAL BONDS	-	-	-	-	-	-
PROGRAM COSTS	-	-	-	-	-	-
OPERATING EXPENSE	-	-	-	-	-	-
OPERATING EXPENSE TOTAL ---->	201,000	182,360	217,900	246,700	230,400	237,800
CAPITAL OUTLAY	-	-	-	-	-	-
CAPITAL OUTLAY TOTAL ---->	-	-	-	-	-	-
EXPENDITURES TOTAL ---->	645,100	652,121	707,650	729,050	961,500	998,400
TRANSFERS OUT	-	-	-	-	-	-
ALLOCATIONS OUT FOR WORKERS COMP	18,300	18,300	18,800	18,800	29,400	31,100
ALLOCATIONS OUT FOR GEN LIAB INSURANCE	3,400	3,400	3,500	3,500	3,800	3,900
TRANSFER OUT TOTAL ---->	21,700	21,700	22,300	22,300	33,200	35,000
EXPENDITURES & TRANSFERS TOTAL ---->	666,800	673,821	729,950	751,350	994,700	1,033,400
REVENUE SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
BUSINESS REGISTRATION	-	-	-	-	-	-
CHARGES FOR CURRENT SERVICES	326,900	436,274	364,800	457,300	458,900	472,700
FINES & FORFEITURES	-	-	-	-	-	-
FROM OTHER AGENCIES	-	-	-	-	-	-
LICENSES & PERMITS	-	-	-	-	-	-
OTHER REVENUE	-	15,300	-	5,000	-	-
OTHER TAX	-	-	-	-	-	-
PROPERTY TAX	-	-	-	-	-	-
SALES TAX	-	-	-	-	-	-
TRANSIENT OCCUPANCY TAX	-	-	-	-	-	-
USE OF MONEY & PROPERTY	-	-	-	-	-	-
VEHICLE IN LIEU	-	-	-	-	-	-
REVENUE TOTAL ---->	326,900	451,574	364,800	462,300	458,900	472,700
GENERAL TRANSFERS IN	-	-	-	-	-	-
ALLOCATIONS IN FROM SEWER	-	-	-	-	-	-
ALLOCATIONS IN FROM NPDES	-	-	-	-	-	-
ALLOCATIONS IN FROM GAS TAX	-	-	-	-	-	-
ALLOCATIONS IN FROM WORK COMP	-	-	-	-	-	-
ALLOCATIONS IN FROM RISK MGT	-	-	-	-	-	-
TRANSFER AND ALLOCATIONS IN TOTAL ---->	-	-	-	-	-	-
REVENUE & TRANSFERS TOTAL ---->	326,900	451,574	364,800	462,300	458,900	472,700
GENERAL FUND NET EXPENSE (REVENUE) ---->	339,900	222,247	365,150	289,050	535,800	560,700



PARKS & RECREATION DEPARTMENT

Program Name	
Personal and Family Development	
Organization	2.5 FTEs: Recreation Supervisor, Recreation Coordinator, and Senior Administrative Clerk
Major Services	<ul style="list-style-type: none">• Develop and promote recreation classes for youth and adults• Coordinate Club Ed summer enrichment camps, partnering with the San Carlos School District for facility space• Produce seasonal Activity Guide three times per year and mail to all households• Provide customer service to program participants and general community
FY 2024-25 Accomplishments	<ul style="list-style-type: none">• Fee assistance program served 50 individuals, totaling \$36,640 in assistance• Implemented a year-round picnic reservation program, allowing the community to reserve a picnic site between the months of November through February for the first time• Continued the strong partnership with the school district in order to utilize their facility for our Club Ed summer camp program
FY 2025-27 Goals	<ul style="list-style-type: none">• Continue partnership with School District on facility use• Increase the total number of annual picnic reservations

**Program Goals**

The goal of Personal and Family Development is to provide a variety of fee-based recreation programs and activities for residents of all ages that strengthen community image and sense of place, promote health and wellness, foster human development, and offer a positive recreational and social experience.

Personal & Family Development**Objective**

The Personal & Family Development program develops and promotes fee-based recreation classes for tots, youth, teens, and adults, coordinates the summer Club Ed enrichment camps, and manages picnic rentals.

The performance measures for the Personal & Family Development program areas are designed to measure our total registration numbers, monitor the number of new programs City offers each year, and evaluate the participant's satisfaction level with the programs City is offering. The new programs offered number correlates to our objective of developing recreation offerings for youth and adults. The number of program registrations is used to evaluate the success of promoting class offerings.

Key Performance Measures		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of annual fee-based recreation class participants		2,261	2,300	2,325	2,350
Description	The Personal & Family Development division offers a variety of classes for all ages. Programs include music, art, and fitness to name a few. Classes are offered across four sessions throughout the year.				
Purpose	Measuring the number of participants indicates how successful we are at providing a variety of class opportunities that meet the needs of the community. The goal is to provide a variety of fee-based recreation programs and activities for residents of all ages that strengthen community image and sense of place, promote health and wellness, foster human development, and offer a positive recreational and social experience.				
Status	Class participation numbers continue to be strong. Staff projects an increase next fiscal year due to the additional class offerings.				
Key Performance Measures		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of annual Club Ed Enrichment camp participants		1,203	1,417	1,425	1,450
Description	The Personal & Family Development division offers a Club Ed Enrichment summer camp program. Classes are offered across 8 weeks throughout the summer.				
Purpose	Measuring the number of participants indicates how successful we are at providing a variety of camp opportunities that meet the needs of the community. The goal is to provide a variety of fee-based recreation camps for youth that strengthen community image and sense of place, promote health and wellness, foster human development, and offer a positive recreational and social experience.				

Status	Club Ed participation numbers for FY 2023-24 are 1,203. We are projecting an increase next fiscal year but then staying somewhat steady into future years as we are starting to reach capacity with our programming space.				
Key Performance Measures		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of class and camp sessions offered annually		676	744	750	755
Description	The Personal & Family Development division offers a variety of classes for all ages. Programs include music, art, and fitness to name a few. Classes are offered across four sessions throughout the year.				
Purpose	Measuring the number of class and camp sessions offered annually highlights the prioritization City has to offer a wide variety of options to the community year after year.				
Status	Staff works hard every year to add more class offerings each year. This number can fluctuate from year to year depending on what opportunities present themselves to partner with contract instructors, as well as facility space availability.				

Workload Measures	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of picnic rental permits issued	448	500	510	520
# of Fee Assistance Program participants	50	54	58	62

PERSONAL AND FAMILY DEVELOPMENT (01721000)
BUDGET SUMMARY

EXPENDITURES SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
SALARIES	222,300	232,523	231,300	242,600	241,700	249,300
BENEFITS	120,300	110,041	122,800	115,700	127,300	134,000
PERSONNEL TOTAL ---->	342,600	342,564	354,100	358,300	369,000	383,300
UTILITIES	-	-	-	-	-	-
OFFICE ADMINISTRATIVE	16,200	14,444	16,700	16,700	17,200	17,700
PROFESSIONAL SERVICES	451,500	582,460	545,040	680,100	714,300	735,720
UNIFORMS & SAFETY EQUIPMENT	300	300	300	300	300	300
PROFESSIONAL DEVELOPMENT	1,600	1,234	1,600	1,600	1,600	1,600
COMMUNITY RELATIONS	500	-	500	500	500	500
INSURANCE	8,500	12,682	8,800	8,800	9,100	9,400
VEHICLE USAGE	600	-	600	600	600	600
EQUIPMENT MAINTENANCE	2,800	2,800	2,900	2,900	3,000	3,100
SERIAL BONDS	-	-	-	-	-	-
PROGRAM COSTS	-	-	-	-	-	-
OPERATING EXPENSE	-	-	-	-	-	-
OPERATING EXPENSE TOTAL ---->	482,000	613,920	576,440	711,500	746,600	768,920
CAPITAL OUTLAY	-	-	-	-	-	-
CAPITAL OUTLAY TOTAL ---->	-	-	-	-	-	-
EXPENDITURES TOTAL ---->	824,600	956,484	930,540	1,069,800	1,115,600	1,152,220
TRANSFERS OUT	-	-	-	-	-	-
ALLOCATIONS OUT FOR WORKERS COMP	7,400	7,400	7,600	7,600	11,700	12,400
ALLOCATIONS OUT FOR GEN LIAB INSURANCE	1,900	1,900	2,000	2,000	1,900	2,000
TRANSFER OUT TOTAL ---->	9,300	9,300	9,600	9,600	13,600	14,400
EXPENDITURES & TRANSFERS TOTAL ---->	833,900	965,784	940,140	1,079,400	1,129,200	1,166,620
REVENUE SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
BUSINESS REGISTRATION	-	-	-	-	-	-
CHARGES FOR CURRENT SERVICES	670,400	938,817	801,300	985,100	1,032,300	1,063,200
FINES & FORFEITURES	-	-	-	-	-	-
FROM OTHER AGENCIES	-	-	-	-	-	-
LICENSES & PERMITS	-	-	-	-	-	-
OTHER REVENUE	-	-	-	-	-	-
OTHER TAX	-	-	-	-	-	-
PROPERTY TAX	-	-	-	-	-	-
SALES TAX	-	-	-	-	-	-
TRANSIENT OCCUPANCY TAX	-	-	-	-	-	-
USE OF MONEY & PROPERTY	-	-	-	-	-	-
VEHICLE IN LIEU	-	-	-	-	-	-
REVENUE TOTAL ---->	670,400	938,817	801,300	985,100	1,032,300	1,063,200
GENERAL TRANSFERS IN	-	-	-	-	-	-
ALLOCATIONS IN FROM SEWER	-	-	-	-	-	-
ALLOCATIONS IN FROM NPDES	-	-	-	-	-	-
ALLOCATIONS IN FROM GAS TAX	-	-	-	-	-	-
ALLOCATIONS IN FROM WORK COMP	-	-	-	-	-	-
ALLOCATIONS IN FROM RISK MGT	-	-	-	-	-	-
TRANSFER AND ALLOCATIONS IN TOTAL ---->	-	-	-	-	-	-
REVENUE & TRANSFERS TOTAL ---->	670,400	938,817	801,300	985,100	1,032,300	1,063,200
GENERAL FUND NET EXPENSE (REVENUE) ---->	163,500	26,966	138,840	94,300	96,900	103,420



PARKS & RECREATION DEPARTMENT

Program Name	Special Community Events
Organization	2 FTEs: Recreation Supervisor, Recreation Coordinator
Major Services	<ul style="list-style-type: none"> • Design, manage, and promote a wide variety of City-operated community events • Partner with outside agencies for event sponsorships and support • Research and obtain necessary permits and licenses for public community events • Showcase the unique family-friendly and community-oriented lifestyle in San Carlos, highlighting our parks and vibrant downtown • Host the annual weekend Hometown Days and Art & Wine Faire events • Facilitate and approve all non-profit special event permits, including youth sporting tournaments, school fun runs, community car show and neighborhood block parties
FY 2024-25 Accomplishments	<ul style="list-style-type: none"> • Hosted the 3rd Annual Volunteer Appreciation dinner with a 40% increase in attendees • Hosted two Harringtons events downtown, bringing bands and entertainment to an underutilized stage • Increased the number of registered community volunteers to over 1,100 for all Parks and Recreation Department programs • Hosted 30 community events including a large-scale centennial Hometown Days event • Assisted leadership and management team in the planning and execution of centennial events and programs, including StoryCorps recorded community conversations, San Carlos History Markers, and centennial community grant program • Successfully transitioned and onboarded a new Recreation Supervisor and Recreation Coordinator of Community Events
FY 2025-27 Goals	<ul style="list-style-type: none"> • Work with Public Works to improve upon and expand accessibility measures for large-scale community events • Work with Sheriff's Office to improve event safety through detailed planning and expanded training • Implement two additional summer concerts to celebrate the centennial year • Host Centennial Wrapped: Year in Review movie event in Burton Park in November 2025

Program Goals	The goal of Special Community events is to provide events for residents and visitors that reflect the community's unique character, strengthen community image and sense of place, encourage community-wide involvement, and support local business.
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Special Community Events Objective	<p>Special Community Events provide opportunities for residents and visitors to attend City-sponsored events, including the Art & Wine Faire, Music in the Park, Hometown Days, Goblin Walk and Night of Holiday Lights. Parks & Recreation also partners with businesses, families, and non-profit community organizations to facilitate Special Event Permits such as the Farmers' Market, sports tournaments, and neighborhood block parties.</p> <p>By measuring the following data, staff can determine whether this program is on track to meet the program's objective of providing ample opportunities for residents to engage in community building activities, whether it is a small neighborhood event or a large community-wide event, and foster support for our local businesses.</p>
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Key Performance Measures		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of annual City-organized community events		30	32	34	32
Description	The Community Events division plans and executes City-organized community events throughout the year that include Hometown Days, Public Safety Fair, Volunteer Appreciation Dinner, Staff Appreciation Dinner, Pride in the Park, two Harringtons concerts, Music in the Park Concerts, Art and Wine Faire, Goblin Walk, Night of Holiday Lights, Box Office movies at Burton Park, Day of Service, and Family Campout.				
Purpose	Tracking the number of City-organized events highlights the continued prioritization of community events, which foster a sense of connection and civic engagement among San Carlans of all ages and demographics.				
Status	The number of community events City hosts will temporarily rise in fiscal year 2024- 25 and fiscal year 2025-26 because of the Centennial year's expanded calendar of celebrations including more concerts, birthday party, other centennial specific events.				
Key Performance Measures		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
Total # of community event volunteer hours		1,757	1,810	1,850	1,850
Description	The Community Events division manages volunteers for City events as well as City co-sponsored events. Available volunteer shifts range for each event, depending on size and scale of needs.				
Purpose	Tracking community event volunteer hours reflects growth or stability of volunteer needs, as well as the level of stewardship of active community volunteers. Maintaining a database of existing volunteers contributes to the success of events and gives participating volunteers a sense of ownership over their favorite community events.				
Status	In FY 2024-25 and FY 2025-26, staff anticipate a higher volunteer demand due to additional events related to the City's centennial celebrations.				



Key Performance Measures		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of community event sponsors		45	53	50	50
Annual amount of event sponsorships		\$131,314	\$170,000	\$150,000	\$150,000
Description	Community Events offers a variety of sponsorship opportunities for community organizations and businesses, ranging from \$500-\$10,000. Sponsorship agreement benefits range from premium on-site space, recognition on promotional materials and social media, and verbal recognition at events.				
Purpose	Monitoring community event sponsorship revenue is a way to measure our business and community engagement for City events. A majority of sponsorships come from local San Carlos businesses.				
Status	In FY 2023-24, community sponsorship revenue totaled \$131,314. In FY 2024-25, staff is projecting a total of \$170,000 in sponsorship revenue across all events with an increase of participation with the anticipation and excitement of the centennial celebrations. Staff anticipate a slight decline of sponsorship revenue following the conclusion of centennial events.				

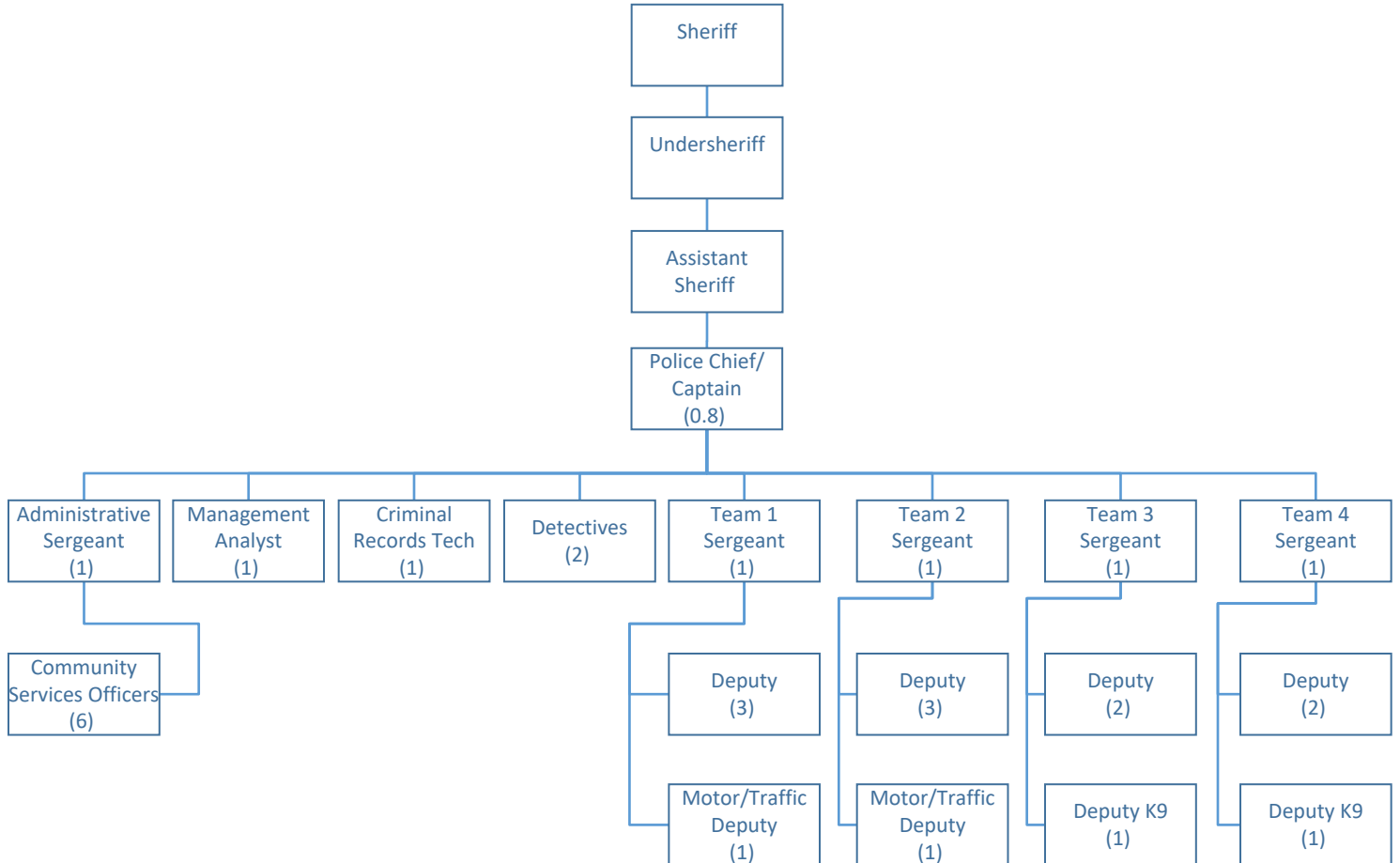
Workload Measures	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of special event permits issued	25	25	25	25
# of block party permits issued	18	25	22	22
Total # of community event volunteers	656	675	695	716

**SPECIAL COMMUNITY EVENTS (01791000)
BUDGET SUMMARY**

EXPENDITURES SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
SALARIES	314,600	313,804	324,000	332,100	343,400	353,000
BENEFITS	134,600	96,975	137,200	114,100	145,500	153,400
PERSONNEL TOTAL ---->	449,200	410,779	461,200	446,200	488,900	506,400
UTILITIES	-	-	-	-	-	-
OFFICE ADMINISTRATIVE	303,248	291,577	295,500	295,500	304,300	313,300
PROFESSIONAL SERVICES	211,000	187,809	213,075	213,075	217,400	224,000
UNIFORMS & SAFETY EQUIPMENT	-	-	-	-	-	-
PROFESSIONAL DEVELOPMENT	-	-	-	-	-	-
COMMUNITY RELATIONS	84,400	73,231	91,900	91,900	94,700	97,500
INSURANCE	28,700	30,902	29,600	29,600	30,500	31,400
VEHICLE USAGE	-	-	-	-	-	-
EQUIPMENT MAINTENANCE	300	-	300	300	300	300
SERIAL BONDS	-	-	-	-	-	-
PROGRAM COSTS	-	-	-	-	-	-
OPERATING EXPENSE	-	-	-	-	-	-
OPERATING EXPENSE TOTAL ---->	627,648	583,519	630,375	630,375	647,200	666,500
CAPITAL OUTLAY	-	-	-	-	-	-
CAPITAL OUTLAY TOTAL ---->	-	-	-	-	-	-
EXPENDITURES TOTAL ---->	1,076,848	994,299	1,091,575	1,076,575	1,136,100	1,172,900
TRANSFERS OUT	-	-	-	-	-	-
ALLOCATIONS OUT FOR WORKERS COMP	10,900	10,900	11,200	11,200	17,300	18,300
ALLOCATIONS OUT FOR GEN LIAB INSURANCE	2,600	2,600	2,700	2,700	2,700	2,800
TRANSFER OUT TOTAL ---->	13,500	13,500	13,900	13,900	20,000	21,100
EXPENDITURES & TRANSFERS TOTAL ---->	1,090,348	1,007,799	1,105,475	1,090,475	1,156,100	1,194,000
REVENUE SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
BUSINESS REGISTRATION	-	-	-	-	-	-
CHARGES FOR CURRENT SERVICES	310,400	218,025	273,950	229,000	231,600	238,100
FINES & FORFEITURES	-	-	-	-	-	-
FROM OTHER AGENCIES	-	-	-	-	-	-
LICENSES & PERMITS	-	-	-	-	-	-
OTHER REVENUE	165,800	131,315	197,200	122,000	133,000	136,900
OTHER TAX	-	-	-	-	-	-
PROPERTY TAX	-	-	-	-	-	-
SALES TAX	-	-	-	-	-	-
TRANSIENT OCCUPANCY TAX	-	-	-	-	-	-
USE OF MONEY & PROPERTY	-	-	-	-	-	-
VEHICLE IN LIEU	-	-	-	-	-	-
REVENUE TOTAL ---->	476,200	349,340	471,150	351,000	364,600	375,000
GENERAL TRANSFERS IN	-	-	-	-	-	-
ALLOCATIONS IN FROM SEWER	-	-	-	-	-	-
ALLOCATIONS IN FROM NPDES	-	-	-	-	-	-
ALLOCATIONS IN FROM GAS TAX	-	-	-	-	-	-
ALLOCATIONS IN FROM WORK COMP	-	-	-	-	-	-
ALLOCATIONS IN FROM RISK MGT	-	-	-	-	-	-
TRANSFER AND ALLOCATIONS IN TOTAL ---->	-	-	-	-	-	-
REVENUE & TRANSFERS TOTAL ---->	476,200	349,340	471,150	351,000	364,600	375,000
GENERAL FUND NET EXPENSE (REVENUE) ---->	614,148	658,458	634,325	739,475	791,500	819,000



San Mateo County Sheriff's Office San Carlos Police Bureau Organization Chart



SAN CARLOS SPOTLIGHT

Police Department



San Carlos Police Department, year unknown

POLICE HEAD COMMENDED BY COUNCIL

Chief Wheeler Given Praises of S. C. City Board

SAN CARLOS, Sept. 25.—Heroic efforts of Police Chief Edward J. Wheeler in disregarding possible consequences to himself and his family and thinking only of protecting people of San Carlos when he was confronted by a gunman last week who fired two shots at him at close range were written into the records of the San Carlos City Council at its meeting last evening.

Chief Wheeler's action was brought to the council's official attention by Police Commissioner Merritt R. Hosmer. He declared that the recent occurrence was not the only time Chief Wheeler had risked his life in the past dozen years.

Mayor Asa Hull also commended Chief Wheeler for the bravery shown in fulfilling his duties, and added that the council should be proud to have such a man at the head of the city's police department.

Despite a determined search, no trace of the desperado who engaged Chief Wheeler in a running gun battle to Redwood City has been found, and fingerprints found on the car of H. B. Cook which the thug stole have defied identification.

Redwood City Tribune, 1936

S.C. Police in Night Chase Of 'Ferdinand'

"I didn't have the heart to go out but stayed in the office for telephone reports," Chief Ed Wheeler reports today as he describes the antics of a stray bull and cow which kept the whole police force in a dither Tuesday night.

Called frantically at 9:30 from the White Oaks district said bull and "lady friend" were chased to the hills and supposedly corralled. But eluding capture the next call came from a resident of Cedar St. about 2 a.m. that a cow was gazing into the bedroom window and could not be persuaded to leave.

"If you think Don Lowe (of the police force) can't jump you should have seen him when that bull went after him," Wheeler said.

The force, now augmented to include James Edling and Harry Hunt, continued the chase of the Hereford bull and his bovine mate all over San Carlos until the day force took on at 7 a.m. when with the aid of Officer George Seely and the Redwood City Pound the wild night of the unusual San Carlos visitors and their unwilling pursuers was brought to an abrupt end. No one has come forth to claim them as yet.

Redwood City Tribune, 1946

Downhill Slider

SAN CARLOS, Calif. (AP)—A Redwood City woman has her own solution to the gasoline shortage - momentum.

The 21-year old woman was stopped and cited for speeding early Sunday when San Carlos police clocked her at 75 mph in a 35 mph zone.

She told them she was running out of gasoline and was trying to build up enough speed to coast to her home several miles away when her tank finally ran dry.

California Aggie, 1979



POLICE SERVICES

Mission

The mission of the San Carlos Police Services Bureau ("Bureau") is to collaborate with the community and other City departments to enhance the quality of life for all residents and business owners. This mission is achieved through several key strategies: apprehending violent criminals, implementing crime prevention measures, addressing and resolving community issues, and engaging with local youth.

Organization

The San Carlos Police Services Bureau is a separate Bureau of the San Mateo County Sheriff's Office.

Org Code

01411000-01413000, 01461000, 17000000

Dept #

4110-4130, 4610, 1700

Description

Under the direction of the Chief of Police (Sheriff's Captain), the Police Services team consists of 29 employees from the San Mateo County Sheriff's Office and six Communications Officers from the San Mateo County Office of Public Safety Communications. Additionally, all resources of the San Mateo County Sheriff's Office support various aspects of police operations in San Carlos.



POLICE SERVICES

Major Services	<ul style="list-style-type: none"> • Dedicated Traffic Deputies • School Resource Deputies • Sheriff's Activities League/Community Engagement Unit • Sheriff's Volunteers in Policing (SVIPs) • Numerous other Sheriff's Office Resources • Public Safety Communications
FY 2024-25 Accomplishments	<ul style="list-style-type: none"> • Wellness: Enhanced wellness programs and emphasized mental health support for staff. All Bureau employees were provided with wellness coaches, in-house massages, and access to additional wellness resources • Permits: Collaborated with other City departments to streamline and improve permit processes, aligning them with City ordinances to provide greater clarity and consistency for residents • Traffic Enforcement Operations: The Bureau's Traffic Unit conducted multiple operations focusing on three primary collision factors: driving under the influence, driver's license compliance, and pedestrian and bicycle safety. The results indicate a decrease in traffic collisions in the City of San Carlos • Community Engagement: Worked to improve transparency and foster community engagement by introducing two informative events: "Coffee with a Motor," where residents can discuss traffic-related questions, and a Town Hall meeting for open discussions on various community issues and to provide feedback • Technology Upgrade: Procured a new 3D measurement and imaging solution to process full scene documentation of crash reconstruction, bullet trajectory, and bloodstain pattern analysis. This innovative technology will greatly enhance the efficiency of our traffic unit by providing clearer and more precise imaging capabilities
FY 2025-27 Goals	<ul style="list-style-type: none"> • Increase community engagement in traffic safety by providing educational programs that inform residents about safe driving practices, pedestrian rights, and the importance of adhering to traffic laws • Maintain targeted enforcement efforts and saturation patrols in high-risk areas to deter dangerous driving behaviors and enhance overall road safety • Implement training programs to foster a safe workplace environment and ensure that all personnel feel secure, respected, and supported in their roles • Strengthen relationships with local businesses by organizing collaborative initiatives that focus on sharing information and resources to effectively address organized retail theft and enhance community safety • Strengthen evacuation preparedness by actively involving the community in planning and training initiatives • Continue to actively support the City by engaging in various City-sponsored community events throughout the year



Program Goals	Police Services aim to prevent and reduce crime, offer prompt and effective services to the community, and coordinate essential outreach efforts to improve safety and security.
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Police Services Respond to emergency and non-emergency calls, initiate actions, and write reports.

Objective 1 These service level measures are systematically tracked to maintain or enhance our operational efficiency, ensure a high standard of customer service, and meet our established service goals.

Key Performance Measure	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
Average response time (minutes) for emergency calls	4:14	3:57	3:47	3:37
Description	This metric indicates the time elapsed from receiving a call to the arrival of first responders at the incident location for a priority 1 service call.			
Purpose	The evaluation of emergency services emphasizes deputies' effectiveness and efficiency, particularly their speed in arriving at the scene of an incident. This response time is crucial as it directly impacts patient outcomes, especially in life-threatening situations where immediate intervention is essential.			
Status	The bureau successfully maintained response times under 5 minutes in FY 2023-24, which aligns with the national average for emergency response and is expected to continue doing so in the coming fiscal years.			
Key Performance Measure	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
Total number of reports taken	1,779	1,915	2,000	2,200
Description	This measure tracks the number of police reports filed over a specific period. The total accounts for reports submitted by deputies in the field and those filed by the public through various channels (e.g., the online reporting system).			
Purpose	This metric offers important insights into crime trends in our city. It helps our bureau identify high-crime areas, allocate resources more effectively, and develop targeted strategies for crime prevention.			
Status	An increase in reports is expected in the coming fiscal years, as deputies and residents document more incidents alongside changes in police procedures and policies.			
Key Performance Measure	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
Total number of arrests made	553	532	500	450
Description	This measure tracks arrests made by our sworn personnel, categorized as felony or misdemeanor. If convicted, felony arrests can result in state imprisonment or over a year in county jail. Misdemeanor arrests may lead to up to one year in county jail and penalties such as fines, probation, or restitution.			



Purpose	This measure provides crucial insights into crime patterns, specifically the recurring locations and types of criminal activity in the city. It helps identify high-crime areas, develop targeted prevention strategies, and assess the effectiveness of policing tactics.
Status	There has been a notable decline in arrests, even at the state level, attributed to reductions in crime rates and reforms in the criminal justice system. Multiple factors contribute to this trend, and it is essential to consider the context of these evolving changes.

Workload Measures	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of calls for service	12,014	12,228	12,350	12,400
# of directed patrol activities completed	950	1,190	1,200	1,250
# of passing checks conducted	1,394	2,105	2,150	2,200

Police Services	Conduct interviews, manage crime scenes, collect evidence, and conduct investigations.
Objective 2	These measures are based on comprehensive information gathering, follow-up investigations, and monitored outcomes compared to other agencies throughout California.

Key Performance Measure	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
% of violent crimes cleared	79%	79%	85%	85%

Description	Clearance rates for violent crimes are essential measures for assessing the Bureau's effectiveness in solving crimes and identifying offenders.
Purpose	Examining clearance rates for various crime types and locations can reveal areas where police strategies may require improvement.
Status	The national violent crime clearance rate has been around 41% in recent years. In contrast, our clearance rate has reached 79%, significantly exceeding the national average. Personnel have worked hard to solve the crimes reported to the Bureau.

Key Performance Measure	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
% of property crimes cleared	30%	21%	25%	30%

Description	This metric represents the number of reported property crimes that were effectively investigated and "closed," either by arresting a suspect or identifying them through exceptional means, indicating that the case is considered solved.
Purpose	Tracking property crimes cleared is a way to gauge the effectiveness of police work in addressing theft-related offenses and monitoring crime trends within the city.
Status	The national property crime clearance rate stands at 13.9%, and California's rate falls below the national average, with some cities reporting rates as low as 7.2%. However, we have cleared 30% this year, maintaining above-average rates in solving property-related crimes reported to the Bureau.

June 09, 2025

Packet Pg. 444



Key Performance Measure		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
Total evidence items processed		4,402	4,643	4,650	4,700
Description	This metric refers to the total number of physical and digital evidence items collected and examined during an investigation.				
Purpose	It provides concrete evidence that can be used to identify a suspect, establish the specifics of a crime, and ultimately build a strong case for prosecution. By linking a perpetrator to the crime scene and ensuring a fair trial where guilt or innocence can be determined beyond a reasonable doubt, justice is served.				
Status	We anticipate an increase in the volume of evidence submitted as a result of the new advanced tools and software being implemented by the Property Bureau. These cutting-edge technologies, including enhanced data analysis programs and digital evidence management systems, will streamline the collection and organization of evidence. With these improvements, we anticipate generating more comprehensive and high-quality evidence for each case. As a result, this will not only enhance our investigative capabilities but also contribute to more successful outcomes in legal proceedings.				

Workload Measures	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of automated license plate readers (ALPR)-assisted investigations	28	48	70	80
# of cases submitted to the Investigations Bureau for review	495	454	470	500
# of cases sent to the District Attorney's Office	327	360	375	380

Police Services	Traffic and parking enforcement, citation issuance rate, warnings, targeted enforcement, and actions aimed at improving roadway safety.
Objective 3	Deputies engaged in ongoing, targeted traffic enforcement activities enhance visibility and help reduce traffic accidents.

Key Performance Measure		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of parking citations issued		1,440	2,371	3,000	3,500
Description	This measure tracks the number of written and electronic notices issued to vehicle owners when their cars are parked in violation of local parking regulations.				
Purpose	A metric used to evaluate the effectiveness of parking enforcement and to assess how well the parking enforcement team performs their duties.				
Status	We have observed a significant reduction in the total number of parking citations issued over the past year. However, we anticipate an increase in citations in FY 2025. Due to the recent hiring of several new Community Services Officers, we expect to improve our ability to identify and address parking violations more effectively.				
June 09, 2025		Packet Pg. 445			



Key Performance Measure		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of traffic citations issued		2,077	3,624	3,700	3,800
Description	This metric refers to the number of written and electronic notices issued by deputies to a motorist notifying them that they have violated a traffic law.				
Purpose	This measure directly reflects the number of traffic violations detected and cited by deputies, providing a basic indicator of their enforcement activity on the road.				
Status	The anticipated increase in traffic citations may be attributed to several factors. One reason could be the heightened efforts of law enforcement, including more patrols and checkpoints. Additionally, an increase in traffic volume in the city creates more opportunities for violations. Moreover, technological advancements, such as automated traffic cameras, may also play a role in catching infractions.				
Key Performance Measure		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of abandoned vehicles tagged		470	500	525	550
Description	This measure tracks the number of abandoned vehicles, with a notice that displays the date and time of the marking, highlighting the effectiveness of our Community Services Officers in removing potential roadway hazards.				
Purpose	To identify potential roadway hazards, improve traffic flow, and prevent accidents caused by vehicles left in dangerous positions.				
Status	In FY 2023-24, we noted a significant increase in the number of abandoned vehicles tagged for removal. This rise is likely due to enhanced educational efforts through our community publications, which have raised awareness about the issue. Additionally, residents are taking more proactive measures by actively reporting the abandoned vehicles they encounter.				

Workload Measures	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of complaints addressed through Inform San Carlos (Accela)	615	692	700	720
# of traffic stops	1,412	1,500	1,520	1,550
# of parking complaints	498	688	700	720
# of targeted enforcement campaigns	20	20	25	30
# of DUI arrests	30	25	30	35
# of vehicles screened during DUI checkpoints	1,076	1,800	2,000	2,000
# of overtime hours dedicated to downtown patrol	170	330	300	300



POLICE SERVICES
BUDGET SUMMARY (General Fund only)

EXPENDITURES SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
SALARIES	-	-	-	-	-	-
BENEFITS	1,470,100	1,465,104	1,697,500	1,709,000	1,898,100	2,040,500
PERSONNEL TOTAL ---->	1,470,100	1,465,104	1,697,500	1,709,000	1,898,100	2,040,500
UTILITIES	-	-	-	-	-	-
OFFICE ADMINISTRATIVE	-	-	-	-	-	-
PROFESSIONAL SERVICES	11,367,300	10,643,674	11,958,670	11,533,670	12,678,100	12,914,100
UNIFORMS & SAFETY EQUIPMENT	-	-	-	-	-	-
PROFESSIONAL DEVELOPMENT	-	-	-	-	-	-
COMMUNITY RELATIONS	-	-	-	-	-	-
INSURANCE	-	-	-	-	-	-
VEHICLE USAGE	-	-	-	-	-	-
EQUIPMENT MAINTENANCE	54,000	79,061	55,600	55,600	57,300	59,000
SERIAL BONDS	-	-	-	-	-	-
PROGRAM COSTS	-	-	-	-	-	-
OPERATING EXPENSE	-	-	-	-	-	-
OPERATING EXPENSE TOTAL ---->	11,421,300	10,722,735	12,014,270	11,589,270	12,735,400	12,973,100
CAPITAL OUTLAY	-	-	-	-	-	-
CAPITAL OUTLAY TOTAL ---->	-	-	-	-	-	-
EXPENDITURES TOTAL ---->	12,891,400	12,187,838	13,711,770	13,298,270	14,633,500	15,013,600
TRANSFERS OUT	-	-	-	-	-	-
ALLOCATIONS OUT FOR WORKERS COMP	-	-	-	-	-	-
ALLOCATIONS OUT FOR GEN LIAB INSURANCE	-	-	-	-	-	-
TRANSFER OUT TOTAL ---->	-	-	-	-	-	-
EXPENDITURES & TRANSFERS TOTAL ---->	12,891,400	12,187,838	13,711,770	13,298,270	14,633,500	15,013,600

REVENUE SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
BUSINESS REGISTRATION	-	-	-	-	-	-
CHARGES FOR CURRENT SERVICES	48,900	27,860	50,400	48,200	39,600	40,800
FINES & FORFEITURES	316,800	158,290	326,400	162,000	166,200	171,100
FROM OTHER AGENCIES	-	-	-	-	-	-
LICENSES & PERMITS	-	-	-	-	-	-
OTHER REVENUE	1,000	216,928	1,000	12,300	500	500
OTHER TAX	-	-	-	-	-	-
PROPERTY TAX	-	-	-	-	-	-
SALES TAX	-	-	-	-	-	-
TRANSIENT OCCUPANCY TAX	-	-	-	-	-	-
USE OF MONEY & PROPERTY	-	-	-	-	-	-
VEHICLE IN LIEU	-	-	-	-	-	-
REVENUE TOTAL ---->	366,700	403,078	377,800	222,500	206,300	212,400
GENERAL TRANSFERS IN	-	-	-	-	100,000	100,000
ALLOCATIONS IN FROM SEWER	-	-	-	-	-	-
ALLOCATIONS IN FROM NPDES	-	-	-	-	-	-
ALLOCATIONS IN FROM GAS TAX	-	-	-	-	-	-
ALLOCATIONS IN FROM WORK COMP	-	-	-	-	-	-
ALLOCATIONS IN FROM RISK MGT	-	-	-	-	-	-
TRANSFER AND ALLOCATIONS IN TOTAL ---->	-	-	-	-	100,000	100,000
REVENUE & TRANSFERS TOTAL ---->	366,700	403,078	377,800	222,500	306,300	312,400
GENERAL FUND NET EXPENSE (REVENUE) ---->	12,524,700	11,784,760	13,333,970	13,075,770	14,327,200	14,701,200

**POLICE GRANTS (17000000)
BUDGET SUMMARY**

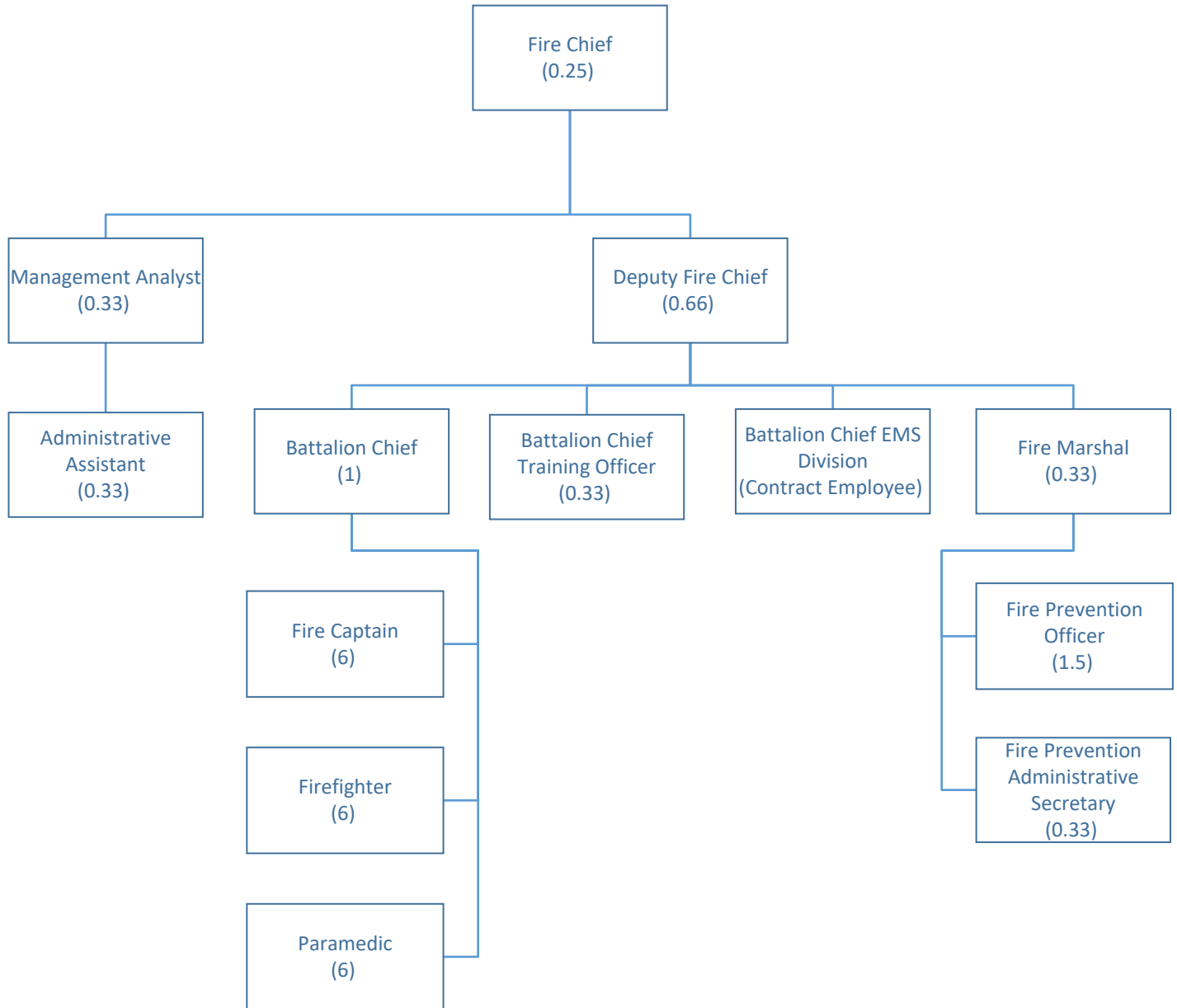
EXPENDITURES SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
SALARIES	-	-	-	-	-	-
BENEFITS	-	-	-	-	-	-
PERSONNEL TOTAL ---->	-	-	-	-	-	-
UTILITIES	-	-	-	-	-	-
OFFICE ADMINISTRATIVE	-	-	-	-	-	-
PROFESSIONAL SERVICES	163,900	150,000	168,800	168,800	173,900	179,100
UNIFORMS & SAFETY EQUIPMENT	-	-	-	-	-	-
PROFESSIONAL DEVELOPMENT	-	-	-	-	-	-
COMMUNITY RELATIONS	-	-	-	-	-	-
INSURANCE	-	-	-	-	-	-
VEHICLE USAGE	-	-	-	-	-	-
EQUIPMENT MAINTENANCE	-	-	-	-	-	-
SERIAL BONDS	-	-	-	-	-	-
PROGRAM COSTS	-	-	-	-	-	-
OPERATING EXPENSE	-	-	-	-	-	-
OPERATING EXPENSE TOTAL ---->	163,900	150,000	168,800	168,800	173,900	179,100
CAPITAL OUTLAY	-	-	-	-	-	-
CAPITAL OUTLAY TOTAL ---->	-	-	-	-	-	-
EXPENDITURES TOTAL ---->	163,900	150,000	168,800	168,800	173,900	179,100
TRANSFERS OUT	-	-	-	-	100,000	100,000
ALLOCATIONS OUT FOR WORKERS COMP	-	-	-	-	-	-
ALLOCATIONS OUT FOR GEN LIAB INSURANCE	-	-	-	-	-	-
TRANSFER OUT TOTAL ---->	-	-	-	-	100,000	100,000
EXPENDITURES & TRANSFERS TOTAL ---->	163,900	150,000	168,800	168,800	273,900	279,100

REVENUE SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
BUSINESS REGISTRATION	-	-	-	-	-	-
CHARGES FOR CURRENT SERVICES	-	-	-	-	-	-
FINES & FORFEITURES	-	-	-	-	-	-
FROM OTHER AGENCIES	174,800	186,159	180,000	181,000	185,400	191,000
LICENSES & PERMITS	-	-	-	-	-	-
OTHER REVENUE	-	-	-	-	-	-
OTHER TAX	-	-	-	-	-	-
PROPERTY TAX	-	-	-	-	-	-
SALES TAX	-	-	-	-	-	-
TRANSIENT OCCUPANCY TAX	-	-	-	-	-	-
USE OF MONEY & PROPERTY	6,500	19,167	7,100	16,900	8,100	8,300
VEHICLE IN LIEU	-	-	-	-	-	-
REVENUE TOTAL ---->	181,300	205,326	187,100	197,900	193,500	199,300
GENERAL TRANSFERS IN	-	-	-	-	-	-
ALLOCATIONS IN FROM SEWER	-	-	-	-	-	-
ALLOCATIONS IN FROM NPDES	-	-	-	-	-	-
ALLOCATIONS IN FROM GAS TAX	-	-	-	-	-	-
ALLOCATIONS IN FROM WORK COMP	-	-	-	-	-	-
ALLOCATIONS IN FROM RISK MGT	-	-	-	-	-	-
TRANSFER AND ALLOCATIONS IN TOTAL ---->	-	-	-	-	-	-
REVENUE & TRANSFERS TOTAL ---->	181,300	205,326	187,100	197,900	193,500	199,300
PD GRANT FUND NET EXPENSE (REVENUE) ---->	(17,400)	(55,326)	(18,300)	(29,100)	80,400	79,800



Redwood City/San Carlos Fire Department

Organization Chart



SAN CARLOS SPOTLIGHT

Fire Department



San Carlos Fire Department 1926

San Carlos to Have a Modern Fire Department

San Carlos, the bustling little community just south of San Mateo, is to have a modern fire department. Apparatus which will form the first unit of the fire-fighting equipment is to be delivered within a few days and land has been purchased on which to erect a modern headquarters.

The site is at the corner of Laurel and Cypress avenue. Organization of a volunteer department is under way and San Carlos will soon take her place among the progressive cities of the Peninsula with a modern fire-fighting organization.

Daily News Leader, 1923

Sanitary and Fire District Elections at San Carlos Given Majorities

Elections for the formation of a sanitary district at San Carlos and for a bond issue of \$2500 for equipment of a fire department, have been carried with handsome majorities in both cases and the next steps in these improvements for the bustling little community are soon to be under way, it was stated today.

Directors for the sanitary district were elected as follows: Robert Johnson, Dr. J. G. Null, William Scott, George Senon and M. Udike. Fred Odgers was elected assessor for the district.

Daily News Leader, 1923

Fire Danger Warning Issued in San Carlos

Due to the unusual dry season in the vicinity of San Carlos, residents of that community desiring to burn grass and rubbish in outdoor fires have been asked to communicate with proper authorities to prevent possible spread of the flames.

June 09, 2025

Daily News Leader, 1924

FIRE CHIEF OF SAN CARLOS IS BADLY HURT AS TANK EXPLODES

Edward J. Wheeler, well-known resident of San Carlos and chief of the San Carlos volunteer fire department is in the San Mateo county community hospital today with serious injuries as the result of an explosion of a chemical tank at the San Carlos fire department.

Although suffering a fracture of the skull and other injuries, he is expected to recover, according to Dr. H. A. Clattenburg of Redwood City, attending physician.

Besides the skull fracture, Chief Wheeler's injuries include a fracture of the nose, a broken finger on the right hand, serious injuries to both eyes and a bad cut over the right eye as well as minor lacerations.

He was rushed to the hospital, where physicians at first despaired of saving the right eye, which was most seriously injured. Dr. Clattenburg stated today that the sight of both eyes is returning and that Chief Wheeler will recover unless complications arise.

The accident occurred as the San Carlos chief was about to reload a chemical tank, which had been partially emptied at a fire. As Chief Wheeler was examining the tank the remaining chemical exploded, a heavy bronze cover of the container being thrown into his face.

Chief Wheeler was rendered unconscious by the blow, which shattered his nose and fractured a frontal skull bone just above the nose as well as inflicting a serious gash over the right eye, which required many stitches to close.

Dr. Clattenburg was called by comrades of the chief, who hurried the injured man to the hospital nearby.

Chief Wheeler is one of the pioneer residents of the San Carlos community, and was chosen chief of the volunteer fire department at the time of its organization several months ago.

Daily News Leader, 1924



FIRE & EMERGENCY SERVICES

Mission

Protect life, property, and the environment from fire, medical, disaster, and hazardous materials-related incidents through emergency mitigation, public education, and code enforcement.

Organization

San Carlos Fire Services ("Fire Services") is provided by the City of Redwood City Fire Department, which delivers service out of two San Carlos fire stations.

Org Code

01491000, 01491031

Dept #

4910

Description

Under the direction of the City of Redwood City Fire Chief, Fire Services consists of the complete firefighting personnel resources of the City of Redwood City Fire Department delivering emergency and non-emergency services to San Carlos. The Redwood City Fire Department supervises and manages one full-time regular Fire Prevention Officer for the City of San Carlos



FIRE & EMERGENCY SERVICES

Program Name	Fire Services
Major Services	<ul style="list-style-type: none"> • Fire suppression • Emergency medical services • Fire prevention <ul style="list-style-type: none"> – Fire and life safety inspections – Fire origin and cause investigations – Plan reviews • Public assist calls for service <ul style="list-style-type: none"> – Lock outs – Smoke investigation – Occupants stuck in elevators – Water leaks/flooding – Assist people with access and functional needs – Trees/wires down – Other non-emergency requests for service • Rescue response • Community Emergency Response Team (CERT) • Public Education/Community Outreach <ul style="list-style-type: none"> – Station tours – School visits – Community events (i.e., meetings, Public Safety Fair, Hometown Days, etc.) – Junior Fire Academy – Explorer Program
FY 2024-25 Accomplishments	<ul style="list-style-type: none"> • Fire and Life Safety Inspections: Completed 100% of all annual state-mandated fire and life safety inspections on time. • Recruitment Process: Standardized recruitment by offering at least twice yearly recruitments to ensure active hiring eligibility lists are readily available to fill vacant positions. In this past fiscal year, Fire Services conducted five recruitments, including positions for Fire Chief, Deputy Fire Chief, Fire Captain, Emergency Preparedness and Outreach Coordinator, and all Firefighter positions • Fire and Emergency Services Contract: Signed third amended and reinstated agreement between Redwood City and San Carlos for Fire and Emergency Services through June 30, 2027, including an option to extend the agreement for up to two additional years • Wellness Program: Submitted a detailed request for proposal and evaluated potential vendors based on specific criteria and measurable metrics in line with National Fire Protection Association (NFPA) standards. Selected a vendor to conduct on-site annual physicals for all Fire Services personnel to ensure their health and well-being • Fuel Mitigation: Completed annual fuel mitigation work to establish fire breaks in collaboration with the Parks and Recreation and Public Works Departments. This past year, the Fire Department focused primarily on Eaton Park, Big Canyon Park, Arguello Park, and a city-owned parcel off La Mesa Drive
FY 2025-27 Goals	<ul style="list-style-type: none"> • Host a community presentation on emergency preparedness in June/July 2025 to inform and educate the community on how they and the City can prepare and respond to disasters



- Prepare and mail an “*Emergency Preparedness Spotlight*” in September 2025 to inform and educate the community on how they and the City can prepare and respond to disasters
- Partner with the City of Belmont to enable emergency vehicle access and community evacuation access at Hallmark Drive (Belmont) and Crestview Drive (San Carlos) by December 2025
- Continue maintaining up-to-date information on the City’s “Wildfire Preparedness” and “Emergency Preparedness” webpages. Educate community volunteers about disaster preparedness and train them in basic disaster response skills through the Community Emergency Response Team (CERT) program
- Rebrand the Fire Prevention Bureau to Community Risk Reduction Division (CRRD)
- Establish baseline data and a reporting format for new Fire Services performance measures identified in February 2025, collaborating with relevant departments to ensure feasibility and integration into the reporting framework, with an initial report to the City Manager in February 2026
- Initiate a comprehensive update of the Local Hazard Mitigation Plan (LHMP) by June 2026 to align with the latest state and federal requirements, ensuring continued eligibility for disaster funding and risk reduction initiatives
- Provide annual fire and emergency services update to the City Council by March of 2026 and 2027

**Program Goals**

Fire Services aims to protect life, property, and the environment from fire, hazards, and other types of emergencies.

**Fire Services
Objective 1**

Provide professional emergency response services to San Carlos.

The goal of measuring the response metrics is to track changes over time. As the city grows, demand grows with it. These statistics allow us to forecast the community's future needs and plan accordingly.

Key Performance Measures		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
Average reaction time for EMS Calls		1:31	1:30	1:28	1:27
Average reaction time for all calls		1:34	1:31	1:27	1:23
Average travel time for EMS calls		3:57	4:03	4:09	4:15
Average travel time for all calls		4:36	4:56	5:01	5:05
Average Response Time for EMS Calls		6:09	6:15	6:21	6:26
Average response time for all calls		6:21	6:23	6:27	6:31
Description	<p>The San Carlos Fire Department is dedicated to delivering timely, professional, and effective emergency response services to the community. This includes fire suppression, emergency medical services, public assistance calls, and other critical responses to hazardous incidents. The department ensures its personnel are highly trained and equipped to handle emergencies efficiently, mitigating risks and safeguarding residents, businesses, and property.</p> <p>This key performance measure tracks the overall response time in minutes for emergency calls, including reaction time (time from dispatch to unit en route), travel time (time from en route to arrival), and total response time (from dispatch to on-scene arrival). These metrics apply to Emergency Medical Services (EMS) and all emergency call types, providing insight into the department's efficiency in responding to incidents. The county standard is to have a fire agency paramedic on scene within 6:59 minutes.</p>				
Purpose	Monitoring response times evaluates the effectiveness of emergency service delivery and identifies areas for improvement. By analyzing these times, Fire Services can enhance operational efficiency, optimize resource deployment, and ensure rapid emergency response, ultimately improving public safety and patient outcomes.				
Status	The dispatch and response data analysis for the current fiscal year shows that the department is maintaining or improving its response time targets. As of March 2025, average reaction and travel times for EMS and fire calls are within the expected range. Ongoing efforts to optimize deployment strategies, improve route efficiencies, and enhance firefighter training continue contributing to stable response performance.				
Key Performance Measures		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
% of fires contained to the structure of origin		N/A	90%	90%	90%
Description	This key performance measure tracks the percentage of fires successfully contained within the structure where they originated, preventing their spread to adjacent				

June 09, 2025

Packet Pg. 454



	buildings or areas. It reflects the effectiveness of station locations, response times, and fire suppression efforts.				
Purpose	Monitoring this measure aims to assess the efficiency of fire containment strategies and firefighting operations. A higher percentage indicates successful intervention, minimizing property damage and reducing the risk of casualties. It must be noted, however, delays in reporting an incident or the absence of detection systems can negatively impact this performance measure. Tracking this metric helps continuously evaluate training, resource allocation, and response effectiveness to improve fire suppression efforts.				
Status	This is a new metric introduced for fiscal year 2025. Preliminary tracking indicates that the department is on pace to meet the 90% containment target, with early data suggesting successful suppression efforts. The department is updating fire incident reports to ensure accurate documentation and will refine data collection methodologies as the year progresses.				
Key Performance Measures		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
% of residents indicate that they are satisfied with the City's effort to provide fire protection, prevention, and emergency medical services		N/A	93.6%	N/A	95%
Description	This satisfaction survey data is collected as part of the Community Satisfaction Survey that is conducted biennially by True North Research, Inc. This year's survey polled 680 adults in January 2025.				
Purpose	The survey provides a statistically reliable understanding of residents' satisfaction, priorities, and concerns as they relate to services and facilities provided by the City.				
Status	The latest survey was conducted in 2025 and the next survey will be conducted in 2027. Community survey reports can be found at www.cityofsancarlos.org/communitysurveys .				

Workload Measures	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
Call Volume by Service Type:				
- EMS/Rescue	1,752	1,848	1,950	2,057
- Fire	37	39	41	43
- Service Call ¹	467	493	520	548
- False Alarm	271	286	302	318
- Good Intent ²	526	555	585	618
- Hazardous Condition	96	101	107	113
- Rupture/Explosion	0	0	0	0

¹ Service Call includes calls for person in distress, water problem, smoke problem, animal problem or rescue, public service assistance, unauthorized burning, and cover assignment/standby at fire station/move-up

² Good Intent calls include calls that are dispatched and canceled in route, wrong location/no emergency found, controlled burning, vicinity alarm, steam/other gas mistaken for smoke, EMS call where party has been transported, hazmat release investigation with no hazmat



- Severe Weather	9	10	11	12
Total number of calls for service	3,158	3,332	3,515	3,708

Fire Services Objective 2

Public outreach and citizen training efforts.

Key Performance Measures		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of CERT and public education events/class participants		2,000	3,200	3,500	3,605
% of class participants satisfied with the event/class		N/A	N/A	90%	95%
# of CERT volunteers		32	42	45	48
Description	Public education and community engagement are integral to fire prevention and emergency preparedness. The Fire Department conducts educational programs such as Community Emergency Response Team (CERT) training, school visits, station tours, and public safety fairs. These initiatives aim to equip residents with the knowledge and skills to prevent fires, enhance disaster preparedness, and assist first responders during emergencies.				
Purpose	This aims to increase public awareness and resilience through proactive engagement and training programs. Fire Services can assess community participation and improve its strategies for disseminating critical safety information by measuring the number of outreach events, CERT classes, and social media interactions.				
Status	This is a new metric introduced in fiscal year 2025. As of March 2025, the department has completed the majority of scheduled CERT and public education events, with attendance levels meeting or exceeding expectations. Public outreach and increased coordination with community partners and schools have contributed to strong participation. Plans for the remainder of the fiscal year include additional outreach efforts focused on wildfire preparedness and home fire safety.				
Key Performance Measures		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of department social media followers/members		N/A	91,105	93,883	96,698
Description	This key performance measure tracks the number of social media followers and members across the department's official communication platforms (Instagram, Meta, X, TikTok, & Nextdoor). It reflects the reach and engagement of the Department's digital presence, including updates on emergency preparedness, fire prevention tips, public safety announcements, and community events.				
Purpose	Tracking social media followers and members assesses the effectiveness of the department's online outreach and public engagement efforts. A growing social media presence indicates increased community awareness and accessibility of critical safety information. By monitoring these metrics, the Department can refine its digital communication strategies to ensure the timely and widespread dissemination of essential fire safety and emergency preparedness messages.				
Status June 09, 2025	This is a new metric introduced in fiscal year 2025. The department's online presence continues to expand, with a steady increase in social media followers. As of March 2025, engagement metrics show positive trends in public interaction with safety				



messages and emergency preparedness content. Continued focus on high-quality content and timely updates will support further growth. Once we have baseline data, we will measure predictions and success by using a follower growth rate.

Workload Measures	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of CERT and public education events/classes conducted	72	85	88	90



Fire Services Objective 3

Fire code inspections, permitting, and enforcement.

The primary goal of code inspections and enforcement is fire prevention. During inspections, we confirm that businesses have proper fire protection in place, all cooking areas are free from grease buildup, and escape routes are clear for quick escape during a fire. Our plan review process ensures that new construction is compliant with state and City codes regarding fire suppression and alarm systems, proper occupant load, proper exits, etc.

Key Performance Measures		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
% of Fire & Life Safety mandated inspections that are completed		100%	100%	100%	100%
Description	State and local codes require mandated inspections, including those for schools, apartment buildings, and other occupancies with specific fire life safety requirements. Construction inspections ensure that fire safety systems are installed and maintained according to approved plans and codes.				
Purpose	These inspections aim to proactively identify and correct potential fire hazards, protect public safety, and ensure compliance with fire and building codes. Regular inspections reduce the risk of fire-related incidents and ensure that buildings meet minimum safety standards for occupancy.				
Status	As of March 2025, the department has completed over 90% of its mandated annual inspections and regularly conducts construction inspections. The department is on track to finish 100% of the required inspections by the end of FY 2024–25. Collaboration with building officials and improved scheduling tools can enhance inspection efficiency and compliance tracking.				
Key Performance Measures		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
% of fire investigations with a determined cause		63%	50%	50%	50%
Description	This measure reflects the percentage of fire origin and cause investigations in which the department determined a definitive cause. For comparative purposes, in FY 2023, 25% of fire investigations resulted in a determined cause.				
Purpose	Investigating the cause of fires supports fire prevention efforts, helps identify trends or common ignition sources, and contributes to legal or insurance proceedings when necessary. Determining cause also guides public education strategies and informs code enforcement priorities.				
Status	As of March 2025, the department has conducted a consistent number of fire investigations, with a fair percentage resulting in a determined cause. This reflects the training and experience of fire prevention personnel and supports the department's goal of learning from incidents to prevent future occurrences. Ongoing documentation improvements are helping enhance investigative accuracy and reporting.				



Workload Measures	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of Fire & Life Safety mandated inspections conducted	228	228	228	228
# of Fire & Life Safety construction	346	356	367	378
# of plans reviewed	208	252	260	267
# of plans reviewed on time	208	252	260	267
# of fire investigations conducted	8	4	4	4

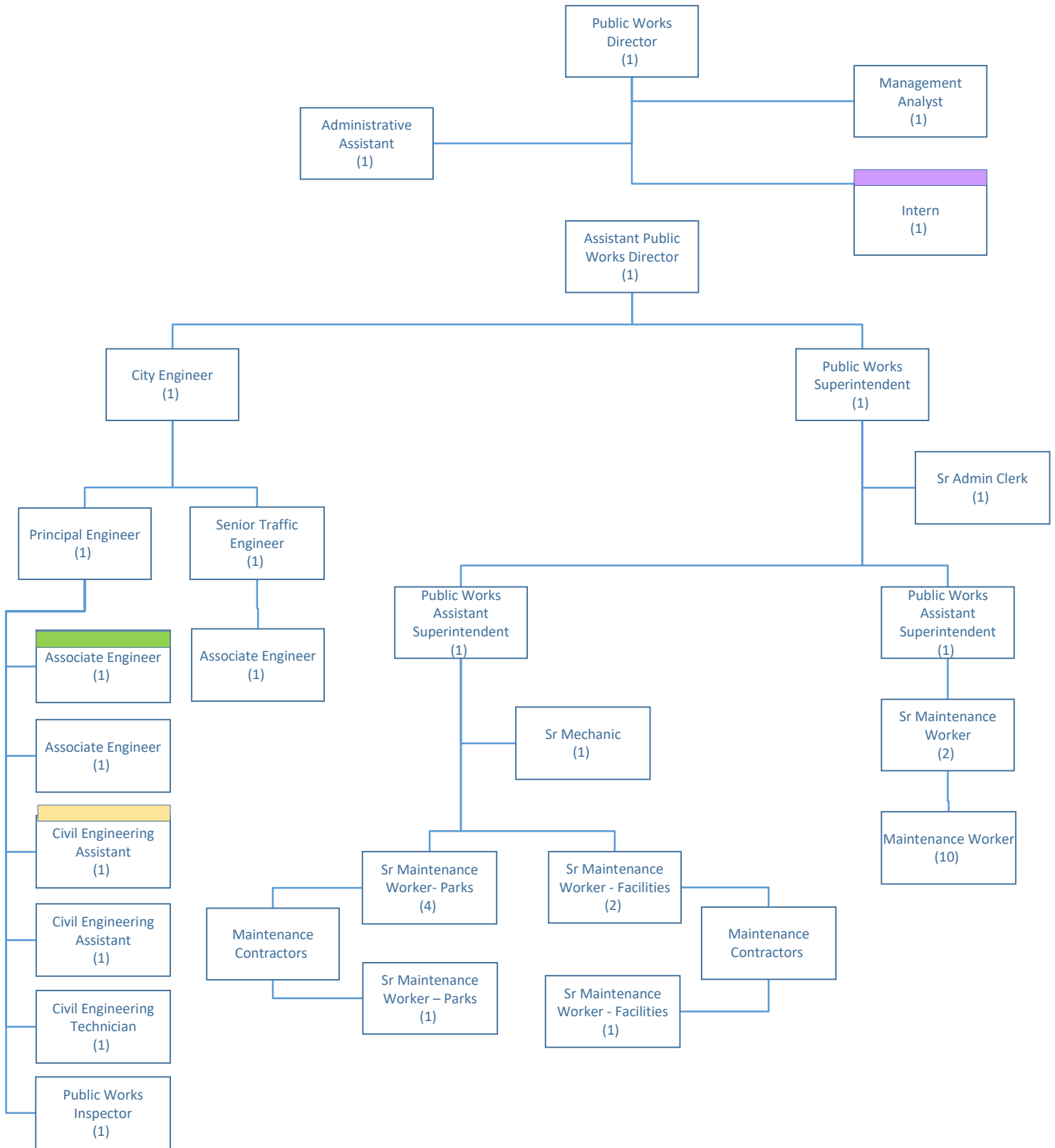
**FIRE & EMERGENCY SERVICES
BUDGET SUMMARY (General Fund only)**

EXPENDITURES SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
SALARIES	204,300	126,829	210,400	165,200	216,700	223,000
BENEFITS	2,075,100	1,982,185	2,178,200	2,164,500	2,404,300	2,927,400
PERSONNEL TOTAL ---->	2,279,400	2,109,014	2,388,600	2,329,700	2,621,000	3,150,400
UTILITIES	42,700	43,165	44,000	44,000	45,300	46,600
OFFICE ADMINISTRATIVE	-	300	-	-	-	-
PROFESSIONAL SERVICES	9,800,500	9,531,684	10,341,500	10,241,500	10,904,800	11,494,100
UNIFORMS & SAFETY EQUIPMENT	600	-	600	600	600	600
PROFESSIONAL DEVELOPMENT	-	1,446	-	-	1,000	1,000
COMMUNITY RELATIONS	-	-	-	-	-	-
INSURANCE	-	-	-	-	-	-
VEHICLE USAGE	-	-	-	-	-	-
EQUIPMENT MAINTENANCE	121,600	64,099	125,200	71,800	75,000	77,300
SERIAL BONDS	-	-	-	-	-	-
PROGRAM COSTS	-	-	-	-	-	-
OPERATING EXPENSE	-	-	-	-	-	-
OPERATING EXPENSE TOTAL ---->	9,965,400	9,640,694	10,511,300	10,357,900	11,026,700	11,619,600
CAPITAL OUTLAY	-	-	-	-	-	-
CAPITAL OUTLAY TOTAL ---->	-	-	-	-	-	-
EXPENDITURES TOTAL ---->	12,244,800	11,749,707	12,899,900	12,687,600	13,647,700	14,770,000
TRANSFERS OUT	76,000	76,000	76,000	76,000	72,000	75,000
ALLOCATIONS OUT FOR WORKERS COMP	6,500	6,500	6,700	6,700	36,300	38,200
ALLOCATIONS OUT FOR GEN LIAB INSURANCE	-	-	-	-	-	-
TRANSFER OUT TOTAL ---->	82,500	82,500	82,700	82,700	108,300	113,200
EXPENDITURES & TRANSFERS TOTAL ---->	12,327,300	11,832,207	12,982,600	12,770,300	13,756,000	14,883,200
REVENUE SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
BUSINESS REGISTRATION	-	-	-	-	-	-
CHARGES FOR CURRENT SERVICES	199,800	233,265	205,800	205,400	190,000	195,600
FINES & FORFEITURES	-	-	-	-	-	-
FROM OTHER AGENCIES	-	-	-	-	-	-
LICENSES & PERMITS	32,800	86,513	33,800	50,000	54,800	56,400
OTHER REVENUE	-	275	-	-	-	-
OTHER TAX	-	-	-	-	-	-
PROPERTY TAX	-	-	-	-	-	-
SALES TAX	-	-	-	-	-	-
TRANSIENT OCCUPANCY TAX	-	-	-	-	-	-
USE OF MONEY & PROPERTY	-	-	-	-	-	-
VEHICLE IN LIEU	-	-	-	-	-	-
REVENUE TOTAL ---->	232,600	320,053	239,600	255,400	244,800	252,000
GENERAL TRANSFERS IN	-	-	-	-	-	-
ALLOCATIONS IN FROM SEWER	-	-	-	-	-	-
ALLOCATIONS IN FROM NPDES	-	-	-	-	-	-
ALLOCATIONS IN FROM GAS TAX	-	-	-	-	-	-
ALLOCATIONS IN FROM WORK COMP	-	-	-	-	-	-
ALLOCATIONS IN FROM RISK MGT	-	-	-	-	-	-
TRANSFER AND ALLOCATIONS IN TOTAL ---->	-	-	-	-	-	-
REVENUE & TRANSFERS TOTAL ---->	232,600	320,053	239,600	255,400	244,800	252,000
GENERAL FUND NET EXPENSE (REVENUE) ---->	12,094,700	11,512,155	12,743,000	12,514,900	13,511,200	14,631,200



Public Works Department

Organization Chart



June 09, 2025

Packet Page 46	Reclassified
	Underfilled
	Seasonal Staff



SAN CARLOS SPOTLIGHT

Public Works Department



Public Works Vehicles, 1960s

San Carlos Plans More Street Work

SAN CARLOS, June 10.—Plans for paving an additional 17 acres recently subdivided in the southwest portion of San Carlos were discussed by the city council last night when the result of a special election on a \$14,000 bond issue was canvassed. The council approved the vote of 2-18 to 13. The bonds will provide culverts along Puigas creek and one over Cordilleras creek to Redwood City. Plans for the street work will be presented to the council Thursday night by City Engineer George A. Kneese, it was stated last night.

The Times, June 10, 1930

SAN CARLOS LETS STREET CONTRACT

SAN CARLOS, Aug. 11.—Contract for the paving of Holly street as a traffic arterial from the old county road to the Bayshore highway was awarded by the city council this morning to Chris L. Jordan of Belmont, whose figure was \$6375.

Jordan's bid was the lower of two submitted. W. O. Tyson entered a bid of \$6725. San Mateo county will bear \$4500 of the total cost.

Redwood City Tribune, 1930
June 09, 2025

Hiring of City Engineer On Council Agenda Tonight

When the San Carlos City Council meets this evening one of the main items of business is scheduled to be the appointment of a city engineer to fill the vacancy occasioned by the resignation last month of Robert A. Klassen, for twenty years engineer for the city, and whose resignation was accepted by the council at the Aug. 10 meeting.

At the last regular council meeting Councilman Truman S. Waterman and Councilman Patrick J. Kearns expressed themselves as regretful of their former decision and expressed a hope that Klassen might return. It was agreed to meet with him to discuss matters. To date Klassen said he had nothing to report other than he had resigned.

In the meanwhile an application of Lawrence Brian, a graduate engineer of Stanford University, was before the council for the post. Also at the last meeting a proposal was made by Councilman John H. Kemp Jr. to make an office of city manager to be combined with that of engineer.

Another matter that may be pre-

sented to the council is an announcement by Martin J. Flynn that at the request of the County Board of Supervisors he had prepared an estimate of \$75 which it would cost the city of San Carlos to use the county's assessment list. Flynn appeared before the San Carlos City Council last month at its request to explain details. At that time Councilman Kearns challenged him over expenditures.

Other matters to be taken up tonight include request to rezone and the matter of sick leave of employees.

Redwood City Tribune, 1946



PUBLIC WORKS DEPARTMENT

Mission

The Department of Public Works is responsible for the design, construction, contract administration, and overall maintenance and operation of the City's transportation, stormwater, wastewater, parking, buildings, and parks infrastructure.

Organization

The Department is comprised of Administration/Engineering and Maintenance, including Streets, Sewer, Storm, Traffic, Fleet, Parks, and Facilities. Overall, Department funding is allocated to seven operational budgetary units: Admin/Engineering (5110); Fleet (5311); Street Maintenance (5411); Traffic Operations (5611); Wastewater (6311); and Stormwater (5211); and three capital budget units: Gas Tax (1610); Measure A (5711); and Parking (2811). Descriptions are included within each budgetary unit.

Org Code

01511000, 01531000, 01541000, 01561000, 01711000-01719000, 06631000, 14391000, 14571000, 15521000, 16610000, 18188000, 28281000, 95951000

Dept

1880, 2810, 3910, 5110, 5210, 5310, 5410, 5610, 5710, 6100, 6310, 7110-7190, 9510

Description

Under the direction of the Public Works Director, the Public Works Department consists of 39 full-time regular employees and 12.9 contract employees.

Program	Management
Administration/Engineering (13 FTEs)	Public Works Director/City Engineer
Facilities Maintenance (8 FTEs/Contract)	Public Works Superintendent
Fleet Maintenance (1 FTE)	Public Works Superintendent
Park Maintenance (14.9 FTEs/Contract)	Public Works Superintendent
Wastewater (10 FTEs)	Public Works Superintendent
Stormwater (2.5 FTEs)	Public Works Superintendent
Street Maintenance (2.5 FTEs)	Public Works Superintendent

**PUBLIC WORKS DEPARTMENT
BUDGET SUMMARY (General Fund only)**

EXPENDITURES SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
SALARIES	3,270,775	3,125,733	3,626,075	3,464,100	4,075,775	4,197,575
BENEFITS	1,706,600	1,357,061	1,833,950	1,555,900	1,983,200	2,092,400
PERSONNEL TOTAL ---->	4,977,375	4,482,794	5,460,025	5,020,000	6,058,975	6,289,975
UTILITIES	762,900	787,951	970,400	970,000	999,200	1,029,000
OFFICE ADMINISTRATIVE	233,200	230,513	240,100	240,100	247,200	254,500
PROFESSIONAL SERVICES	2,896,152	2,920,734	3,101,700	3,101,700	3,234,600	3,330,500
UNIFORMS & SAFETY EQUIPMENT	10,200	5,966	10,400	10,400	10,600	10,800
PROFESSIONAL DEVELOPMENT	36,931	19,254	35,600	35,600	36,600	37,600
COMMUNITY RELATIONS	-	-	-	-	-	-
INSURANCE	-	-	-	-	-	-
VEHICLE USAGE	400	-	400	400	400	400
EQUIPMENT MAINTENANCE	155,600	134,810	153,700	153,700	158,100	162,600
SERIAL BONDS	-	-	-	-	-	-
PROGRAM COSTS	-	-	-	-	-	-
OPERATING EXPENSE	-	-	-	-	-	-
OPERATING EXPENSE TOTAL ---->	4,095,383	4,099,228	4,512,300	4,511,900	4,686,700	4,825,400
CAPITAL OUTLAY	57,900	22,613	59,700	52,400	61,500	63,400
CAPITAL OUTLAY TOTAL ---->	57,900	22,613	59,700	52,400	61,500	63,400
EXPENDITURES TOTAL ---->	9,130,658	8,604,635	10,032,025	9,584,300	10,807,175	11,178,775
TRANSFERS OUT	-	-	-	-	-	-
ALLOCATIONS OUT TO SEWER	52,100	52,100	53,700	53,700	55,300	56,900
ALLOCATIONS OUT FOR WORKERS COMP	70,800	70,800	73,000	73,000	168,300	177,800
ALLOCATIONS OUT FOR GEN LIAB INSURANCE	155,100	155,100	159,800	159,800	207,400	213,700
TRANSFER OUT TOTAL ---->	278,000	278,000	286,500	286,500	431,000	448,400
EXPENDITURES & TRANSFERS TOTAL ---->	9,408,658	8,882,635	10,318,525	9,870,800	11,238,175	11,627,175
REVENUE SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
BUSINESS REGISTRATION	-	-	-	-	-	-
CHARGES FOR CURRENT SERVICES	337,400	225,749	407,500	412,000	419,700	432,300
FINES & FORFEITURES	-	-	-	-	-	-
FROM OTHER AGENCIES	6,000	94,917	6,200	6,200	6,400	6,600
LICENSES & PERMITS	349,400	414,949	359,900	405,900	416,700	429,200
OTHER REVENUE	305,100	467,568	363,400	451,400	442,100	456,100
OTHER TAX	-	-	-	-	-	-
PROPERTY TAX	-	-	-	-	-	-
SALES TAX	-	-	-	-	-	-
TRANSIENT OCCUPANCY TAX	-	-	-	-	-	-
USE OF MONEY & PROPERTY	-	-	153,600	63,300	-	-
VEHICLE IN LIEU	-	-	-	-	-	-
REVENUE TOTAL ---->	997,900	1,203,182	1,290,600	1,338,800	1,284,900	1,324,200
GENERAL TRANSFERS IN	-	-	-	-	-	-
ALLOCATIONS IN FROM SEWER	1,164,500	1,164,500	1,374,500	1,374,500	1,674,000	1,724,200
ALLOCATIONS IN FROM NPDES	152,000	152,000	156,600	156,600	205,300	211,500
ALLOCATIONS IN FROM GAS TAX	335,300	335,300	345,400	345,400	355,800	366,500
ALLOCATIONS IN FROM WORK COMP	-	-	-	-	-	-
ALLOCATIONS IN FROM RISK MGT	-	-	-	-	-	-
TRANSFER AND ALLOCATIONS IN TOTAL ---->	1,651,800	1,651,800	1,876,500	1,876,500	2,235,100	2,302,200
REVENUE & TRANSFERS TOTAL ---->	2,649,700	2,854,982	3,167,100	3,215,300	3,520,000	3,626,400
GENERAL FUND NET EXPENSE (REVENUE) ---->	6,758,958	6,027,654	7,151,425	6,655,500	7,718,175	8,000,775



PUBLIC WORKS DEPARTMENT

Program Name	
Organization	Administration/Engineering
Major Services	13 FTEs: Public Works Director, Assistant Public Works Director, City Engineer, Principal Engineer, Senior Traffic Engineer, 2 Associate Engineers, 3 Civil Engineering Assistants, Civil Engineering Technician, Public Works Inspector, Management Analyst, Administrative Assistant
FY 2024-25 Accomplishments	<ul style="list-style-type: none">• Capital Improvement Program/engineering• Development and permitting• Traffic engineering• Traffic operations analysis and investigation services• Safety and effective movement of people and vehicles• Parking programs• Sidewalk Maintenance Program
FY 2025-27 Goals	<ul style="list-style-type: none">• Completed the Pulgas Creek Watershed Management Plan• Completed the update to the Sewer Master Plan• Completed the update to the 5-year Paving Master Plan• Completed construction of Fire Station 16• Constructed San Carlos Ave. Phase III Pedestrian Safety Improvement Project• Completed landslide repairs across from 270 Dartmouth Ave, behind 995 Crestview Dr., behind, 3144 Brittan Ave., and behind 3141-61 Melendy Dr.• Completed Storm Drainage improvements at 1000 Drake Ct., 1005 Drake Ct., 261 El Camino Real, and 3017 Brittan Ave.• Completed the demolition of the 1232 Cherry Street building• Completed approximately 8,700 lineal feet of pavement crack sealing• Completed the largest Pavement Rehabilitation Program project to date with the resurfacing of 68 streets• Completed the largest Sewer Rehabilitation Program project to date with replacement/rehabilitation of 9,300 linear feet of sewer mains, 216 lower laterals, and 50 manholes• Completed sidewalk shaving throughout the entire city• Completed the Traffic Signal Master Plan• Completed the Local Roadway Safety Plan• Completed Transportation Study Guidelines• Completed the Midblock Crossing Project at Industrial Rd.• Completed the Safe Routes to School Project at Arroyo Ave. and Chestnut St.• Completed Upgrade of 75 Pedestrian Signal Heads• Completed the Illuminated Street Name Sign Replacement Project• Completed the pre and post installation study and public outreach for the Greater East San Carlos Slow Street Pilot Project• Completed installation of Kadence technology at all traffic signals along El Camino Real• Completed Pick Up/Drop Off Pilot Project in Downtown



- Complete the environmental processing and design of the Shoreway Rd. Sanitary Sewer Main Replacement Project
- Conduct a nexus study and update transportation impact fees
- Complete the School Travel Fellowship Program Project at Mariposa and Tierra Linda Schools
- Complete installation of video detection pilot equipment at 2 locations
- Complete installation of a Kimley-Horn Integrated Transportation System at 12 intersections
- Complete installation of battery backup systems at all San Carlos-maintained traffic signals
- Complete installation of rapid rectangular flashing beacons at Industrial Rd. and Tanklage Rd.
- Complete the Industrial Rd. Turning Mitigation Project
- Complete the Crestview Dr. and Edmonds Rd. Pilot Roundabout
- Complete the downtown traffic study as part of the Downtown Specific Plan
- Complete the downtown parking study as part of the Downtown Specific Plan
- Complete the Parking Policy and TDM ordinance update
- Complete the upgrade of accessible push buttons
- Complete public outreach and sidewalk improvements along Brittan Ave., between Milano Way and Alameda de las Pulgas
- Complete sidewalk improvements along San Carlos Ave., between Cordilleras Ave. to Alameda De La Pulgas
- Complete the Tierra Linda Sanitary Sewer Pump Station improvements
- Complete the annual Sanitary Sewer Rehabilitation, Lateral Replacement and On-call Sewer Replacement projects
- Complete the annual Sanitary Sewer Main Root Foaming Project
- Complete the annual On-call Traffic Markings and Striping Project
- Complete the annual Storm Drain Improvements Project
- Complete the Library Building Emergency Back-Up Generator Project
- Complete the Highland Park Path Project
- Complete the 2025 Landslide Repairs Project
- Complete the Wastewater Financial Rate and Capacity Charge Study

**Program Goals**

The goal of Administration/Engineering is to provide leadership, oversight, and support to develop and deliver innovative, high-quality programs and services that meet the needs and interests of San Carlos residents and businesses.

The goal of the Sidewalk Maintenance Program is to provide repair and inspection services to ensure that public sidewalks and walkways are well maintained and free of obstructions to enhance pedestrian safety and mobility.

The goal of the Traffic/Engineering Program is to provide traffic operation analysis and investigation services to provide efficient, safe, and effective movement of people and vehicles throughout the city.

The goal of the Parking Program is to administer permits for existing City parking lots and on-street parking to provide for resident and business parking needs.

The goal of the Capital Improvement Program (CIP) is to systematically undertake and evaluate potential projects to preserve the City's infrastructure while ensuring efficient use of public funds.

The goal of the Development and Permitting Program is to process, review, and approve development of public and private plans and applications to ensure conformance with local, state, and federal requirements.

Leadership and Management**Objective 1**

The goal of Administration/Engineering is to provide leadership, oversight, and support to develop and deliver innovative, high-quality programs and services that meet the needs and interests of San Carlos residents and businesses.

The performance measures we use are designed to ensure we are meeting this objective. We prioritize the Council's Strategic Plan objectives assigned to our department to ensure their completion. We ensure we expedite our activities, including taking items regularly to Council for direction. We provide regular updates and communications to the Council and community through the *Council Newsletter* and presentations to committees. We also receive many requests electronically, which is an efficient way to communicate with the community about our activities.

Key Performance Measure		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
% of residents satisfied with the City's effort to maintain storm drains, sewers, and creeks		N/A	93%	N/A	95%
Description	This data is collected as part of the Community Satisfaction Survey that is conducted biennially by True North Research, Inc. This year's survey polled 680 adults in January 2025.				
Purpose	The survey provides a statistically reliable understanding of residents' satisfaction, priorities, and concerns as they relate to services and facilities provided by the City.				



Status	The last survey was conducted in 2025, and the next survey will be conducted in 2027. Community survey reports can be found at www.cityofsancarlos.org/communitysurveys .
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Workload Measures	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of staff reports taken to Council	56	50	50	50
# of Inform San Carlos requests received (Engineering)	192	255	250	250
# of council, commission, subcommittee & workshop presentations made	13	15	15	15

Sidewalk Program**Objective 2**

The goal of the Sidewalk Maintenance Program is to provide repair and inspection services to ensure that public sidewalks and walkways are well maintained and free of obstructions to enhance pedestrian safety and mobility.

The performance measures we use quantify our progress with this program. We include the number of sidewalks, curbs and gutters, and driveway approaches repaired. We also track the number of inspections performed, as not all lead to repairs during that year. We also track the number of sidewalks permits so we know the amount of sidewalk being repaired in the city outside of our program.

Key Performance Measure	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
Linear footage of new sidewalk installed	0	1,600	2,200	2,000
Description	This measure tracks the linear footage of new sidewalks installed throughout the City per the Bicycle and Pedestrian Master Plan and Safe Routes to School recommendations.			
Purpose	This measure allows the City to install new sidewalks to complete gaps in areas that currently do not have sidewalks to improve accessibility.			
Status	The City is committed to installing new sidewalks along San Carlos Ave. and Brittan Ave. to close gaps along two of the city's busiest corridors. No new sidewalk was installed in FY 2024. The allocated funding was rolled over into FY 2025 to accumulate a larger budget. This approach is intended to achieve economies of scale, allowing the City to secure more competitive bids and lower unit prices for the work.			
Key Performance Measure	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
Square footage of sidewalk shaving	33,000	48,000	500	500
Description	This measure tracks the square footage of sidewalk shaved through concrete cutting.			



Purpose	This measure allows the City to reduce the amount of sidewalk deviations throughout the city to improve safety.
Status	The City expects to complete sidewalk shaving throughout the entire city by the end of FY 2024-25 to catch up with the backlog and will continue to use sidewalk shaving to maintain City facilities in the future.

Workload Measures	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
Sq. ft. of sidewalk repaired by City (in CIP)	34,313	52,878	1,000	1,000
Sq. ft. of driveway approaches repaired by City (in CIP)	771	1,163	500	500
Linear feet of curb/gutter repaired by City (in CIP)	155	283	175	175
# of sidewalk inspections conducted	65	50	50	50
# of sidewalk locations repaired by City program	1,334	2,012	100	100
# of private sidewalk permits issued	39	39	42	42

Traffic Engineering**Objective 3**

The goal of the Traffic Engineering program is to provide traffic operations analysis and investigation services to provide efficient, safe, and effective movement of people and vehicles throughout the city.

Traffic requests are among the most common requests we receive and must be investigated. These performance measures help us track how well we are doing. We track how many studies we've completed and how many result in traffic calming measures implemented to determine how often requests result in the need to slow traffic. We measure the number of traffic speed surveys we conduct and their timeliness to resolve safety concerns as soon as practicable. We also track the number of requested investigations, and the number completed to ensure we are dealing with traffic issues efficiently.

Key Performance Measure	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
% of resident-initiated traffic cases resolved	31%	40%	50%	55%
Description	This measure tracks the percentage of community traffic related issues and concerns that are resolved. Most cases require traffic engineering staff to perform analysis, consisting of policy review, traffic counts and neighborhood outreach. Resolution of investigations may require coordination with Fire and Sheriff's offices, Caltrans, San Carlos School District, and property and business owners.			
Purpose	Traffic investigations address citizen concerns and complaints. This also ensures traffic operations are in good working order and infrastructure safety concerns are addressed.			



Status	Community members continuously report concerns and issues related to speed, safety, and congestion. Staff respond to complaints and resolve them in a timely manner despite the large volume of concerns received annually.			
Key Performance Measure	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of Safe Routes to School (SRTS) Projects completed or in progress	8	5	5	5
Description	This measures the number of projects that are developed from school walk audits, SRTS program recommendations, and community concerns. Projects involve design and construction of transportation infrastructure improvements and are identified in collaboration with the San Carlos School District, individual schools, parents/students, emergency response services, and the County Office of Education.			
Purpose	The SRTS Program seeks to improve traffic operations and safety through infrastructure improvement projects in the vicinity of schools. Improvements increase safety and provide connectivity for pedestrians and cyclists to schools.			
Status	Several SRTS projects are in progress at various stages of design and construction. Further, the City was awarded the 2025 School Travel Fellowship Cycle 4, which focuses on the ingress and egress to the Mariposa and Tierra Linda school campus.			
Key Performance Measure	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of traffic policies, guidelines & master plans developed	6	2	2	1
Description	Plan/policy documents are developed to govern the City's transportation related projects and ensure the transportation network is safe, up to date, and operates effectively.			
Purpose	The purpose of these plans/policies is to bring San Carlos up to date with current codes and regulations as well as address grant eligibility requirements.			
Status	Drafted plans/policies undergo a robust public outreach process, are presented to the Planning and Transportation Commission, approved by the City Council, and published as needed.			

Workload Measures	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of resident-initiated traffic cases	68	75	80	85
# of resident traffic cases resolved	21	30	40	47
# of traffic and circulation studies conducted or in progress	25	20	20	20
# of traffic counts performed	21	20	20	20



# of encroachment permit projects submitted with needed detailed and iterative traffic control plan review. Each project requires an average of 3 rounds of reviews before approval	40	40	40	40
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Parking Program**Objective 4**

The goal of the parking program is to administer permits for existing City parking lots and on-street parking to provide for the parking needs of residents and businesses in San Carlos.

The measure we use to track the success of each permit program is the number of permits issued. We also track the number of complaints received to determine how much effort needs to be made to resolve parking issues. We also track how quickly we are responding to and resolving parking complaints to ensure we are efficiently responding to them.

Key Performance Measure		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
% of total residential GESC permits issued		87%	88%	90%	90%
Description	This measure tracks the percentage of parking permits issued to residents in the Greater East San Carlos (GESC) neighborhood. This is by far the largest parking program the City manages, and all permits are free to residents.				
Purpose	The GESC parking permits exempt GESC residents from the two-hour parking limit in the participating GESC residential zones.				
Status	The GESC parking permits are valid for one calendar year and are applied for and distributed throughout the year on an as-needed basis. The percentage will never be 100% because not all residents choose to participate in the program.				
Key Performance Measure		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
% of parking complaints addressed within 24 hours		40%	45%	50%	50%
Description	This metric tracks the percentage of parking-related complaints that are acknowledged or responded to within 24 hours of receipt.				
Purpose	To measure the responsiveness of the City's customer service team. Improving this metric helps ensure timely resolution of residents' concerns and supports community satisfaction.				
Status	Performance has steadily improved over the past few years and is expected to stabilize at 50% in FYs 2026 and 2027. Further improvements may require additional staffing, training, or process optimization.				



Workload Measures	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of business GESC permits issued	116	133	140	140
# of downtown employee permits issued	36	55	60	60
# of resident parking complaints received	6	7	10	10

Development and Permitting

Objective 5

The goal of the Development and Permitting program is to process, review, and approve public and private plans and applications for development projects to ensure conformance with local, state, and federal requirements.

Permitting is an important function of the City to ensure that work performed in San Carlos meets our standards. Our department tracks the number of permits to determine how much staff time must be devoted to efficiently process permits. It also provides staff with information on how much activity is happening in the city to ensure adequate resources are available.

Key Performance Measure	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
% of planning applications reviewed within 3 weeks	100%	100%	100%	100%
Description	This measure tracks the percentage of private development projects—ranging from single-family residences to large commercial developments—that are reviewed by the Engineering Division during the entitlement (planning application) phase. Under California’s Permit Streamlining Act and related “shot clock” laws, these applications are required to be reviewed within 30 days to ensure timely feedback and avoid automatic approval due to processing delays.			
Purpose	Conducting development review at the early stage of planning and entitlement ensures that conditions of approval are established to protect public utilities and infrastructure, and to ensure compliance with City codes and safety requirements.			
Status	Development activity continues to increase. While actual construction may have slowed due to rising material and construction costs, project entitlements are still actively being pursued. The Engineering Division remains committed to timely review despite the growing volume of applications.			

Workload Measures	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# encroachment permits issued	628	630	630	630
# sewer lateral permits issued	85	68	68	68
# utility permits issued	292	350	350	350
# of grading permits reviewed	12	15	15	15
# of inspections conducted	836	800	800	800

**Capital Improvement Program****Objective 6**

The goal of the Capital Improvement Program (CIP) is to systematically evaluate and undertake potential projects to improve and preserve the City's infrastructure while ensuring efficient use of public funds.

Maintaining and improving the City's infrastructure are essential goals of the City. We track the number of projects, cost, and how well we are delivering these projects to our community to ensure we are meeting this objective.

Key Performance Measure		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of CIP projects initiated or managed		41	41	38	38
Description	This measure tracks the number of capital improvement projects being initiated or managed.				
Purpose	This measure helps gauge the City's capacity to manage multiple projects simultaneously, while also providing insight into the overall scope of activity within the Capital Improvement Program.				
Status	The City has implemented an ambitious capital improvement program aimed at accelerating the preservation and enhancement of its infrastructure. Capital improvement projects are continuously completed and added to maintain and improve the City's infrastructure.				
Key Performance Measure		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
\$ of capital invested		\$38,640,000	\$38,705,000	\$35,000,000	\$35,000,000
Description	This measure tracks the total dollar amount invested in capital improvement projects.				
Purpose	This measure allows the City to track its financial commitment to capital projects while also providing insight into the overall scale of activity.				
Status	The City Council adopted a substantial increase in funding for the improvement of street pavement and the rehabilitation of the sanitary sewer system in the adopted FY 2024-25 budget. Availability of funding is expected to be a challenge, so it is important to continue pursuing grant funding opportunities.				

Workload Measures	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of RFPs	5	6	7	7
# of projects bid out	7	7	8	8
# of project change orders	19	22	20	20



**PUBLIC WORKS ADMINISTRATION/ENGINEERING (01511000 and 01551000)
BUDGET SUMMARY**

EXPENDITURES SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
SALARIES	1,965,650	2,027,384	2,143,950	2,130,600	2,414,650	2,486,750
BENEFITS	1,015,100	743,360	1,068,650	833,500	1,158,900	1,223,500
PERSONNEL TOTAL ---->	2,980,750	2,770,744	3,212,600	2,964,100	3,573,550	3,710,250
UTILITIES	100	-	100	100	100	100
OFFICE ADMINISTRATIVE	10,900	9,095	11,200	11,200	11,500	11,800
PROFESSIONAL SERVICES	729,200	675,183	751,100	751,100	813,600	836,800
UNIFORMS & SAFETY EQUIPMENT	800	-	800	800	800	800
PROFESSIONAL DEVELOPMENT	22,000	13,800	22,600	22,600	23,300	24,000
COMMUNITY RELATIONS	-	-	-	-	-	-
INSURANCE	-	-	-	-	-	-
VEHICLE USAGE	300	-	300	300	300	300
EQUIPMENT MAINTENANCE	1,600	1,415	1,600	1,600	1,600	1,600
SERIAL BONDS	-	-	-	-	-	-
PROGRAM COSTS	-	-	-	-	-	-
OPERATING EXPENSE	-	-	-	-	-	-
OPERATING EXPENSE TOTAL ---->	764,900	699,494	787,700	787,700	851,200	875,400
CAPITAL OUTLAY	1,700	3,700	1,800	1,800	1,900	2,000
CAPITAL OUTLAY TOTAL ---->	1,700	3,700	1,800	1,800	1,900	2,000
EXPENDITURES TOTAL ---->	3,747,350	3,473,938	4,002,100	3,753,600	4,426,650	4,587,650
TRANSFERS OUT	-	-	-	-	-	-
ALLOCATIONS OUT FOR SEWER	-	-	-	-	-	-
ALLOCATIONS OUT FOR WORKERS COMP	37,300	37,300	38,400	38,400	59,200	62,500
ALLOCATIONS OUT FOR GEN LIAB INSURANCE	66,600	66,600	68,600	68,600	76,200	78,500
TRANSFER OUT TOTAL ---->	103,900	103,900	107,000	107,000	135,400	141,000
EXPENDITURES & TRANSFERS TOTAL ---->	3,851,250	3,577,838	4,109,100	3,860,600	4,562,050	4,728,650
REVENUE SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
BUSINESS REGISTRATION	-	-	-	-	-	-
CHARGES FOR CURRENT SERVICES	337,400	225,749	407,500	412,000	419,700	432,300
FINES & FORFEITURES	-	-	-	-	-	-
FROM OTHER AGENCIES	-	84,476	-	-	-	-
LICENSES & PERMITS	349,400	414,949	359,900	405,900	416,700	429,200
OTHER REVENUE	69,700	78,171	71,800	78,100	92,300	95,800
OTHER TAX	-	-	-	-	-	-
PROPERTY TAX	-	-	-	-	-	-
SALES TAX	-	-	-	-	-	-
TRANSIENT OCCUPANCY TAX	-	-	-	-	-	-
USE OF MONEY & PROPERTY	-	-	-	-	-	-
VEHICLE IN LIEU	-	-	-	-	-	-
REVENUE TOTAL ---->	756,500	803,344	839,200	896,000	928,700	957,300
GENERAL TRANSFERS IN	-	-	-	-	-	-
ALLOCATIONS IN FROM SEWER	913,500	913,500	1,090,900	1,090,900	1,328,600	1,368,500
ALLOCATIONS IN FROM NPDES	152,000	152,000	156,600	156,600	205,300	211,500
ALLOCATIONS IN FROM GAS TAX	335,300	335,300	345,400	345,400	355,800	366,500
ALLOCATIONS IN FROM WORK COMP	-	-	-	-	-	-
ALLOCATIONS IN FROM RISK MGT	-	-	-	-	-	-
TRANSFER AND ALLOCATIONS IN TOTAL ---->	1,400,800	1,400,800	1,592,900	1,592,900	1,889,700	1,946,500
REVENUE & TRANSFERS TOTAL ---->	2,157,300	2,204,144	2,432,100	2,488,900	2,818,400	2,903,800
GENERAL FUND NET EXPENSE (REVENUE) ---->	1,693,950	1,373,694	1,677,000	1,371,700	1,743,650	1,824,850



PUBLIC WORKS DEPARTMENT

Program Name	Facilities Maintenance
Organization	3 FTE: Senior Maintenance Workers 5 FTEs: Contractors
Major Services	<ul style="list-style-type: none">• Manage maintenance for all City buildings• Respond to service requests from City staff• Respond to service requests from the public
FY 2024-25 Accomplishments	<ul style="list-style-type: none">• Purchased two sets of commercial scrubbers—one for the Library and City Hall parking garages, and the other for the Wheeler parking garage and downtown sidewalks—along with additional cleaning equipment to enable efficient in-house maintenance• Purchased commercial scrubbers and cleaning equipment for the maintenance of parking lots, garages, and downtown sidewalks, resulting in an estimated annual savings of \$126,783.72
FY 2025-27 Goals	<ul style="list-style-type: none">• Replace the roofs at the Corporation Yard and Library, integrating new solar panel systems at the Library and upgrading the existing ones at the Corporation Yard• Remodel the kitchen and six bathrooms at the Library• Install security cameras in the Library parking garage

**Program Goals**

The goal of Facility Maintenance is to ensure that all City buildings are safe, functional, and clean by performing regular maintenance, cleaning, and inspections using a combination of in-house staff and contract services.

**Facilities
Maintenance****Objective**

Manage maintenance for all City buildings.

We track how many buildings and the total square footage of them to ensure we have the resources needed to properly maintain them.

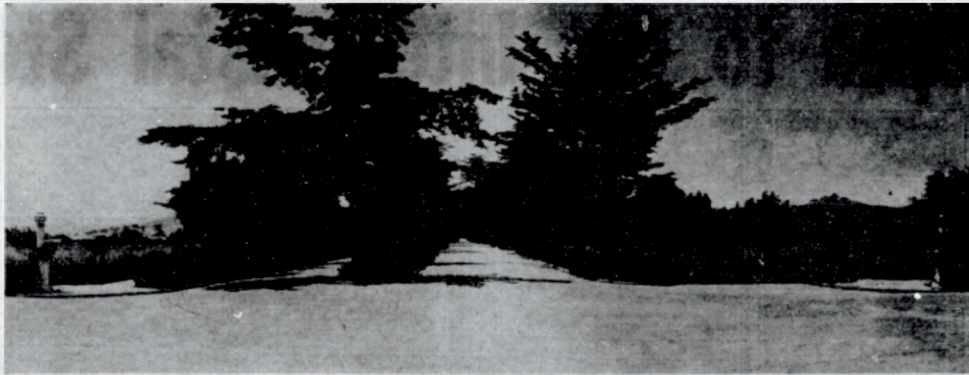
Key Performance Measures	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
% requests addressed within 48 hours	100%	100%	100%	100%
% requests completed within one week	85%	85%	85%	85%
Description	The Maintenance team receives facility requests on a continual basis, responds to the requests within two days, and strives to complete the tasks within one week.			
Purpose	City facilities are maintained by a staff of three senior maintenance workers who oversee several contractors to address and resolve all requests.			
Status	Staff is committed to the ongoing maintenance of all City facilities.			

Workload Measures	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of facilities maintained	9	9	9	9
# of requests received	1,428	1,431	1,500	1,500
Square footage of facilities maintained	205,786	205,786	205,786	205,786

FACILITIES MAINTENANCE (01712000-01719000)
BUDGET SUMMARY

EXPENDITURES SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
SALARIES	370,375	320,281	381,475	366,200	429,675	442,575
BENEFITS	198,900	165,866	204,400	180,200	214,300	225,800
PERSONNEL TOTAL ---->	569,275	486,146	585,875	546,400	643,975	668,375
UTILITIES	316,700	329,443	510,900	510,500	525,900	541,500
OFFICE ADMINISTRATIVE	500	1,919	500	500	500	500
PROFESSIONAL SERVICES	444,200	499,952	596,700	596,700	614,600	633,100
UNIFORMS & SAFETY EQUIPMENT	2,000	1,720	2,000	2,000	2,000	2,000
PROFESSIONAL DEVELOPMENT	500	-	500	500	500	500
COMMUNITY RELATIONS	-	-	-	-	-	-
INSURANCE	-	-	-	-	-	-
VEHICLE USAGE	-	-	-	-	-	-
EQUIPMENT MAINTENANCE	125,200	99,929	122,500	122,500	126,100	129,800
SERIAL BONDS	-	-	-	-	-	-
PROGRAM COSTS	-	-	-	-	-	-
OPERATING EXPENSE	-	-	-	-	-	-
OPERATING EXPENSE TOTAL ---->	889,100	932,963	1,233,100	1,232,700	1,269,600	1,307,400
CAPITAL OUTLAY	-	2,747	-	-	-	-
CAPITAL OUTLAY TOTAL ---->	-	2,747	-	-	-	-
EXPENDITURES TOTAL ---->	1,458,375	1,421,856	1,818,975	1,779,100	1,913,575	1,975,775
TRANSFERS OUT	-	-	-	-	-	-
ALLOCATIONS OUT FOR WORKERS COMP	9,000	9,000	9,300	9,300	30,600	32,300
ALLOCATIONS OUT FOR GEN LIAB INSURANCE	2,500	2,500	2,600	2,600	61,800	63,700
TRANSFER OUT TOTAL ---->	11,500	11,500	11,900	11,900	92,400	96,000
EXPENDITURES & TRANSFERS TOTAL ---->	1,469,875	1,433,356	1,830,875	1,791,000	2,005,975	2,071,775
REVENUE SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
BUSINESS REGISTRATION	-	-	-	-	-	-
CHARGES FOR CURRENT SERVICES	-	-	-	-	-	-
FINES & FORFEITURES	-	-	-	-	-	-
FROM OTHER AGENCIES	-	-	-	-	-	-
LICENSES & PERMITS	-	-	-	-	-	-
OTHER REVENUE	-	-	49,100	19,400	-	-
OTHER TAX	-	-	-	-	-	-
PROPERTY TAX	-	-	-	-	-	-
SALES TAX	-	-	-	-	-	-
TRANSIENT OCCUPANCY TAX	-	-	-	-	-	-
USE OF MONEY & PROPERTY	-	-	153,600	63,300	-	-
VEHICLE IN LIEU	-	-	-	-	-	-
REVENUE TOTAL ---->	-	-	202,700	82,700	-	-
GENERAL TRANSFERS IN	-	-	-	-	-	-
ALLOCATIONS IN FROM SEWER	75,400	75,400	77,700	77,700	94,600	97,400
ALLOCATIONS IN FROM NPDES	-	-	-	-	-	-
ALLOCATIONS IN FROM GAS TAX	-	-	-	-	-	-
ALLOCATIONS IN FROM WORK COMP	-	-	-	-	-	-
ALLOCATIONS IN FROM RISK MGT	-	-	-	-	-	-
TRANSFER AND ALLOCATIONS IN TOTAL ---->	75,400	75,400	77,700	77,700	94,600	97,400
REVENUE & TRANSFERS TOTAL ---->	75,400	75,400	280,400	160,400	94,600	97,400
GENERAL FUND NET EXPENSE (REVENUE) ---->	1,394,475	1,357,956	1,550,475	1,630,600	1,911,375	1,974,375

SAN CARLOS THROUGH THE YEARS - 1940S



SAN CARLOS — Do you recognize the location of the above picture? It is at the intersection of El Camino Real (formerly Maple St.) and San Carlos Ave. (formerly Cypress Rd.), San Carlos, looking westward. The house on the right was owned by John Cowgill, early-day postmaster and mayor of San Carlos. Mrs. Cowgill and her daughter still reside in the house, 557 Laurel St. The picture, belonging to Merritt R. Hosmer, was taken in 1912. The lower picture shows the same intersection as it is today.



Redwood City Tribune, 1948

San Carlos' East Side Shows Phenomenal Growth Since '45

The east side of the Southern Pacific Co. tracks in San Carlos, from County Rd. to Bayshore Hwy., has experienced a phenomenal growth in industries since 1945.

There are now 64 industries in this section. Part of the area toward Bayshore Hwy. is unincorporated territory, but San Carlos expects to take it in to its corporate limits.

Number of employees in this area has grown from 90 in 1945 to 693 now. At the present time, 168 live in San Carlos. Many of the others live in Redwood City and surrounding communities, and some come each day from San Francisco. Many of the latter hope to move to the San Carlos area as soon as they can find housing.

Investments in the industries on the east side of the tracks

total \$3,252,100. Monthly payroll is \$230,800, according to James Smith, chairman of the San Carlos industrial committee.

The industrial committee is seeking to have the city improve streets on the east side of the tracks, and have requested a four-lane crossing at Brittan Ave. to take care of heavy industrial traffic.

Among the largest industries on the east side of the S. P. tracks are Lenkurt Electric Co., Inc., 1105 County Rd., carrier current equipment; Mathews Conveyor Co., West Coast, 901 County Rd., roller, belt and chain conveyors; Litton Engineering Laboratories, Brittan Ave., vacuum tube products; Western Pumistone Products Co., Commercial Rd., pumistone building blocks, and Chemical Affiliates Inc., 1055 County Rd., household drugs and chemical packing.

Dalmo Victor First of Larger Firms To Start Business in San Carlos

Dalmo Victor, Inc. was one of the first of the larger industries to move to San Carlos.

The firm, which played an important part in the war effort, moved to San Carlos in 1944. The postwar Dalmo Victor manufactures window hardware, oil burners, hammer and axe wedges, intercommunicating systems, and is engaged in radar development work.

Another product of the firm is the "Jalousie Regulux," a storm window with regulation

for light. The product is used in naval installations in Guam.

The plant is located in a large building on El Camino Real at Belmont Ave. which formerly housed the J. W. Brooks Furniture Store.

Cooley Industries on Bayshore Hwy.; Ampex Electric Corp., 1155 Howard Ave., and A. M. Brazell Co., 973 East San Carlos Ave., are among San Carlos' larger industries, in addition to those in the County Rd. area referred to in another story.



PUBLIC WORKS DEPARTMENT

PUBLIC WORKS DEPARTMENT	
Program Name	Fleet Maintenance
Organization	1 FTE: Senior Mechanic
Major Services	<ul style="list-style-type: none">• Manage vehicle equipment maintenance and purchasing• Operate the Corp Yard fuel station• Dispose of surplus City vehicles and equipment
FY 2024-25 Accomplishments	<ul style="list-style-type: none">• Surplused the following vehicles to optimize fleet management and reduce unnecessary inventory: Ford F-450 dump truck #113, Dodge Ram 2500 pick-up #121, Ford Ranger #185, GMC Topkick dump truck #123, and Ford F-250 #104• Smog checked all vehicles with even VINs and performed smoke tests on heavy-duty trucks, ensuring compliance with new regulations• Maintained low usage hours for California Air Resources Board (CARB) vehicles and vehicles patch truck, supporting operational efficiency for the Streets/Traffic Division• Provided aerial lift training for articulating lift vehicle and new vehicle Altec Boom truck to Corp Yard employees• Provided Hazmat training for Corp Yard employees• In accordance with Advanced Clean Fleet Strategy from CARB, the City met the mandates to transition fleet to zero emission vehicles• Purchased electrical equipment and skid steer• 100% of in-house landscape maintenance equipment has been converted to electric
FY 2025-27 Goals	<ul style="list-style-type: none">• Investigate and secure a new combination vacuum truck• Proceed with the surplus of Ford Ranger #186, Chevy 1500 pick-up #124, Chevy 1500 pick-up #168, and small engine equipment• Continue specifying and submitting purchase requests for replacements of Sewer, Street, Traffic, and Building Inspector vehicles• As vehicles reach the end of life cycle the City will pursue EV options as they become available



Program Goals	The goal of the Fleet Program is to provide vehicle services to manage and maintain the Department of Public Works, Parks, Building, and Pool vehicles in a safe and drivable manner.
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Fleet Maintenance Objective	<p>Manage vehicle and equipment maintenance and purchasing, operate the fuel station, and dispose of surplus equipment.</p> <p>These metrics help us track the resources needed to purchase and maintain the vehicles and equipment used in service to the community. We also track the value of surplus (retired) vehicles and equipment, which is used toward the purchase of replacements. We also track our fuel station violations to ensure we have successful safety practices in place.</p>
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Key Performance Measure	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
% of fleet receiving preventative maintenance inspections each year	80%	90%	90%	90%
Description	The Senior Mechanic inspects and maintains the City's entire fleet of vehicles and equipment.			
Purpose	Annual preventative maintenance inspections serve to ensure the safety of the vehicles and the staff who use them for day-to-day operations. In addition, the inspections extend the lifespan of the vehicles providing cost savings on future replacements.			
Status	Inspections are conducted on an ongoing basis.			

Workload Measures	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of inventory vehicles, equipment, misc. equipment	201	201	201	201
# of vehicles/equipment pieces maintained (routine and non-routine)	201	201	201	201
# of employees certified in aerial lift training for articulating lift	20	22	22	22
\$ auction proceeds from surplus vehicles and equipment	\$18,994.66	\$6,000	\$6,000	\$6,000



FLEET MAINTENANCE (01531000)
BUDGET SUMMARY

EXPENDITURES SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
SALARIES	127,125	110,827	130,525	118,600	146,025	150,325
BENEFITS	66,300	73,772	68,600	78,700	72,200	76,000
PERSONNEL TOTAL ---->	193,425	184,599	199,125	197,300	218,225	226,325
UTILITIES	200	-	200	200	200	200
OFFICE ADMINISTRATIVE	4,800	3,238	4,900	4,900	5,000	5,100
PROFESSIONAL SERVICES	10,100	16,387	10,400	10,400	10,700	11,000
UNIFORMS & SAFETY EQUIPMENT	1,400	1,497	1,400	1,400	1,400	1,400
PROFESSIONAL DEVELOPMENT	1,100	1,408	1,100	1,100	1,100	1,100
COMMUNITY RELATIONS	-	-	-	-	-	-
INSURANCE	-	-	-	-	-	-
VEHICLE USAGE	-	-	-	-	-	-
EQUIPMENT MAINTENANCE	3,300	5,084	3,400	3,400	3,500	3,600
SERIAL BONDS	-	-	-	-	-	-
PROGRAM COSTS	-	-	-	-	-	-
OPERATING EXPENSE	-	-	-	-	-	-
OPERATING EXPENSE TOTAL ---->	20,900	27,613	21,400	21,400	21,900	22,400
CAPITAL OUTLAY	49,500	15,471	51,000	48,800	52,500	54,100
CAPITAL OUTLAY TOTAL ---->	49,500	15,471	51,000	48,800	52,500	54,100
EXPENDITURES TOTAL ---->	263,825	227,683	271,525	267,500	292,625	302,825
TRANSFERS OUT	-	-	-	-	-	-
ALLOCATIONS OUT FOR WORKERS COMP	2,400	2,400	2,500	2,500	3,900	4,200
ALLOCATIONS OUT FOR GEN LIAB INSURANCE	600	600	600	600	600	600
TRANSFER OUT TOTAL ---->	3,000	3,000	3,100	3,100	4,500	4,800
EXPENDITURES & TRANSFERS TOTAL ---->	266,825	230,683	274,625	270,600	297,125	307,625
REVENUE SUMMARY						
BUSINESS REGISTRATION	-	-	-	-	-	-
CHARGES FOR CURRENT SERVICES	-	-	-	-	-	-
FINES & FORFEITURES	-	-	-	-	-	-
FROM OTHER AGENCIES	-	-	-	-	-	-
LICENSES & PERMITS	-	-	-	-	-	-
OTHER REVENUE	-	-	-	-	-	-
OTHER TAX	-	-	-	-	-	-
PROPERTY TAX	-	-	-	-	-	-
SALES TAX	-	-	-	-	-	-
TRANSIENT OCCUPANCY TAX	-	-	-	-	-	-
USE OF MONEY & PROPERTY	-	-	-	-	-	-
VEHICLE IN LIEU	-	-	-	-	-	-
REVENUE TOTAL ---->	-	-	-	-	-	-
GENERAL TRANSFERS IN	-	-	-	-	-	-
ALLOCATIONS IN FROM SEWER	175,600	175,600	180,900	180,900	220,300	226,900
ALLOCATIONS IN FROM NPDES	-	-	-	-	-	-
ALLOCATIONS IN FROM GAS TAX	-	-	-	-	-	-
ALLOCATIONS IN FROM WORK COMP	-	-	-	-	-	-
ALLOCATIONS IN FROM RISK MGT	-	-	-	-	-	-
TRANSFER AND ALLOCATIONS IN TOTAL ---->	175,600	175,600	180,900	180,900	220,300	226,900
REVENUE & TRANSFERS TOTAL ---->	175,600	175,600	180,900	180,900	220,300	226,900
GENERAL FUND NET EXPENSE (REVENUE) ---->	91,225	55,083	93,725	89,700	76,825	80,725



SAN CARLOS SPOTLIGHT

War Dog Reception & Training Center



National Archives Catalog, 1943

100 Recruits at War Dog Camp

The army's new war dog reception and training center at San Carlos today had received 100 "recruits" from San Francisco, ranging from German shepherds to French poodles—and even including one lonesome African lion hound.

The canine "induction" was supervised yesterday at the San Francisco center, Adam school, by C. J. Pfaffenburger, regional director of Dogs for Defense, Inc.

The dogs, all of whom were offered to the army voluntarily by their owners, were loaded into army trucks, station wagons and private cars for delivery to the San Carlos post, where they will be trained for sentry and other war work.

The Times, 1942

Army Builds San Carlos Dog Training Center

Under construction at San Carlos is a new army dog training center at which approximately one-third of the dogs to be used by U. S. armed forces will be trained, army officials revealed today. The center is located on property owned by Hills Hubbard, former proprietor of the San Carlos horse-bus line and of the H-H Ranch. Opening is scheduled early next month, according to officials.

When completed, the center will have accommodations for dogs, army personnel and training quarters.

Area leased by Col. F. W. Koester, Western Remount Division,

for the army total more than 100 acres and is one of three under construction in the nation. It will be the only such center on the Pacific Coast.

As announced by army officers in Washington, D. C., the dog program calls for the train-

ing of the animals so that they will accompany sentries and patrols and assist in the detection of enemy movements and whereabouts.

Colonel Koester, who makes his headquarters in San Mateo, leased the property from Hub-

bard only for the duration of the war.

Meanwhile, Hubbard who closed the horse-bus line last week, said he would try to sell the more than 40 horses he has on hand and find other quarters for the three or four horses necessary to carry on his horse-truck line with which he services the San Carlos area for the Southern Pacific Co.

The ranch, Hubbard continued, will be closed for the duration because it does not "directly aid the war effort." The H-H Ranch is located near the Devonshire Country Club just west of San Carlos.

Redwood City Tribune, 1942

Coast Guard Dog Is Ready for Saboteurs



This Coast Guard dog at the War Dog Reception Center, San Carlos, Calif., shows what he will do to saboteurs. Only a crack on the nose will make him let go. These dogs assist the Coast Guardsmen in vital patrol duties.



PUBLIC WORKS DEPARTMENT

Program Name	Parks Maintenance
Organization	7 FTEs: Public Works Superintendent, Public Works Assistant Superintendent, 5 Senior Maintenance Workers 7.9 FTEs: Contractors
Major Services	<ul style="list-style-type: none">• Manage maintenance, upkeep, and safety of all City parks, playgrounds, medians, hiking trails, athletic fields and courts• Manage third party contractors who provide maintenance services• Maintain Water Conservation Plan
FY 2024-25 Accomplishments	<ul style="list-style-type: none">• Conducted regular watering, pruning, cleaning, and monitoring of plant health to promote vibrant urban greenery and ensure a visually appealing environment for the water wall sleeves in the downtown area• Completed resurfacing and restriping initiatives for basketball courts in City parks to improve playability and safety• Installed sod at Les Mundell Grove• Eliminated uneven surfaces at the Laureola Park picnic area
FY 2025-27 Goals	<ul style="list-style-type: none">• Continue supporting the implementation of the Parks and Recreation Master Plan• Install electric vehicle (EV) charging stations at key public parks across the city, providing accessible and sustainable charging options



Program Goals	The goal of Parks Maintenance is to provide safe, attractive, and well-maintained parks, trails, and open space using a combination of in-house staff and contract services while maintaining responsible water use and waste diversion practices.
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Parks Maintenance Objective	<p>Manage maintenance and upkeep of all City parks, playgrounds, residential and commercial medians, hiking trails, athletic fields, and tennis courts. Manage third party contractors who provide park and median maintenance services.</p> <p>These metrics allow us to track the amount of park and medians we maintain. It helps us determine the amount of resources needed to properly maintain them. We track them separately, as the level of effort varies depending on the kind of maintenance needed. We also track them to measure our efficiency in responding to requests for service.</p>
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Key Performance Measures	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
% of requests addressed within 48 hours	80%	80%	90%	90%
% of requests completed within one week	90%	90%	90%	90%
Description	The Parks Maintenance staff receives requests throughout the year, responds to the requests within two days, and strives to complete the tasks within one week.			
Purpose	All City parks are maintained by Maintenance staff who also oversee the work of several contractors to address and resolve all requests and to ensure the safety of all the residents who enjoy the parks.			
Status	Staff maintains all parks on a continual basis.			

Workload Measures	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of water wall planters maintained	139	139	139	139
# of acres of developed parks maintained	62.5	62.5	62.5	62.5
# of work orders completed in-house	1,000	1,300	1,300	1,300
# of total work orders completed	3,600	3,600	3,600	3,600
# acres open space non-developed parks maintained	110	110	110	110
# sports fields maintained	10	10	10	10
% of year sports fields are available for use	88%	88%	88%	88%
# playground inspections conducted (integrity inspection)	96	96	96	96
# of playgrounds maintained	9	9	9	9

**PARK MAINTENANCE (01711000)
BUDGET SUMMARY**

EXPENDITURES SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
SALARIES	807,625	667,241	970,125	848,700	1,085,425	1,117,925
BENEFITS	426,300	374,064	492,300	463,500	537,800	567,100
PERSONNEL TOTAL ---->	1,233,925	1,041,305	1,462,425	1,312,200	1,623,225	1,685,025
UTILITIES	237,400	246,825	244,500	244,500	251,900	259,500
OFFICE ADMINISTRATIVE	175,900	173,731	181,200	181,200	186,600	192,200
PROFESSIONAL SERVICES	1,159,200	1,225,545	1,194,000	1,194,000	1,229,700	1,266,600
UNIFORMS & SAFETY EQUIPMENT	4,300	2,479	4,500	4,500	4,700	4,900
PROFESSIONAL DEVELOPMENT	7,300	2,545	7,500	7,500	7,700	7,900
COMMUNITY RELATIONS	-	-	-	-	-	-
INSURANCE	-	-	-	-	-	-
VEHICLE USAGE	100	-	100	100	100	100
EQUIPMENT MAINTENANCE	14,800	24,009	15,200	15,200	15,600	16,000
SERIAL BONDS	-	-	-	-	-	-
PROGRAM COSTS	-	-	-	-	-	-
OPERATING EXPENSE	-	-	-	-	-	-
OPERATING EXPENSE TOTAL ---->	1,599,000	1,675,135	1,647,000	1,647,000	1,696,300	1,747,200
CAPITAL OUTLAY	6,400	696	6,600	1,500	6,800	7,000
CAPITAL OUTLAY TOTAL ---->	6,400	696	6,600	1,500	6,800	7,000
EXPENDITURES TOTAL ---->	2,839,325	2,717,136	3,116,025	2,960,700	3,326,325	3,439,225
TRANSFERS OUT	-	-	-	-	-	-
ALLOCATIONS OUT FOR WORKERS COMP	22,100	22,100	22,800	22,800	74,600	78,800
ALLOCATIONS OUT FOR GEN LIAB INSURANCE	85,400	85,400	88,000	88,000	68,800	70,900
TRANSFER OUT TOTAL ---->	107,500	107,500	110,800	110,800	143,400	149,700
EXPENDITURES & TRANSFERS TOTAL ---->	2,946,825	2,824,636	3,226,825	3,071,500	3,469,725	3,588,925
REVENUE SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
BUSINESS REGISTRATION	-	-	-	-	-	-
CHARGES FOR CURRENT SERVICES	-	-	-	-	-	-
FINES & FORFEITURES	-	-	-	-	-	-
FROM OTHER AGENCIES	-	-	-	-	-	-
LICENSES & PERMITS	-	-	-	-	-	-
OTHER REVENUE	99,700	149,820	102,700	120,800	115,800	119,300
OTHER TAX	-	-	-	-	-	-
PROPERTY TAX	-	-	-	-	-	-
SALES TAX	-	-	-	-	-	-
TRANSIENT OCCUPANCY TAX	-	-	-	-	-	-
USE OF MONEY & PROPERTY	-	-	-	-	-	-
VEHICLE IN LIEU	-	-	-	-	-	-
REVENUE TOTAL ---->	99,700	149,820	102,700	120,800	115,800	119,300
GENERAL TRANSFERS IN	-	-	-	-	-	-
ALLOCATIONS IN FROM SEWER	-	-	25,000	25,000	30,500	31,400
ALLOCATIONS IN FROM NPDES	-	-	-	-	-	-
ALLOCATIONS IN FROM GAS TAX	-	-	-	-	-	-
ALLOCATIONS IN FROM WORK COMP	-	-	-	-	-	-
ALLOCATIONS IN FROM RISK MGT	-	-	-	-	-	-
TRANSFER AND ALLOCATIONS IN TOTAL ---->	-	-	25,000	25,000	30,500	31,400
REVENUE & TRANSFERS TOTAL ---->	99,700	149,820	127,700	145,800	146,300	150,700
GENERAL FUND NET EXPENSE (REVENUE) ---->	2,847,125	2,674,816	3,099,125	2,925,700	3,323,425	3,438,225

SAN CARLOS THROUGH THE YEARS - 1940S



Restful Residential Beauty

One of the most picturesque locations in San Carlos is this corner of Howard Ave., where winter rains have failed to spoil nature's pattern.

Rezoning Ordinance Ready For Adoption by City Council

Principal business to be accomplished at tonight's regular meeting of the San Carlos City Council will include the adoption of Ordinance 163, a plan to rezone San Carlos, and a public hearing on the proposal to include the Oak Park Quarter Acres in the city limits.

The rezoning plan, which was approved at an earlier meeting, will create a master plan for the city. If adopted, the plan will be turned over to the city engineer.

the matter will be decided, if there are no conclusive protests this evening.

After adjournment of the council meeting, the council will reconvene as a board of equalization to pass upon the city assessment roll for the coming year.

A part of the rezoning is the creation of a new residential classification for duplex houses. The rezoning may result also in changes of tax assessments on certain pieces of land, according to Tax Collector Louis Vargas. The special election on the Oak Park Quarter Acres proposal has been scheduled for Aug. 20, when

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I.S.C. Valuation Set at \$7,597,475

Total assessed valuation of San Carlos will exceed seven and one-half million dollars this year, according to City Treas. Louis J. Vargas.

The figure which he will submit tonight to a meeting of a board of equalization composed of members of the city council is \$7,597,475, a substantial increase over last year's \$6,694,120. This figure, Vargas said, is only approximate.

It includes the \$6,956,855 valuation on land and buildings in the city plus last year's State Board of Equalization figure for the value of utilities in the city. This year's State Board of Equalization figures have not yet been received, but they will not differ enough from last year's valuation to upset the total, Vargas explained.

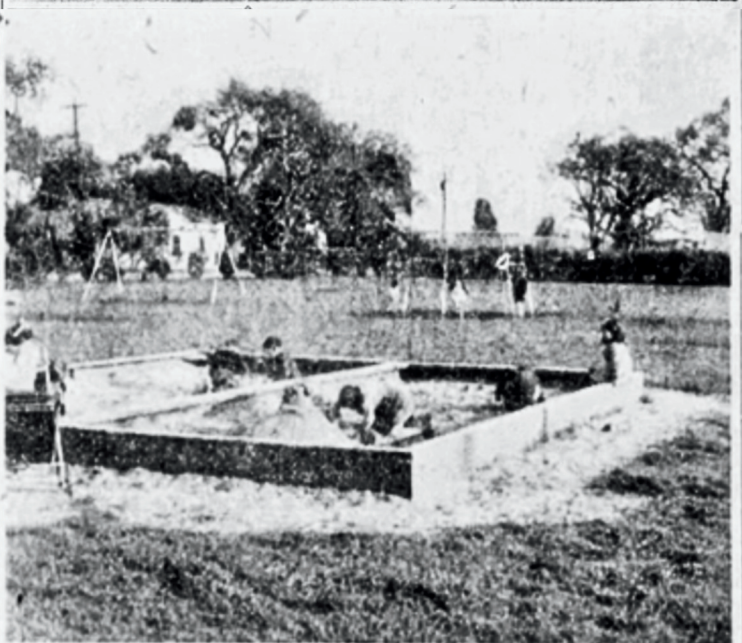
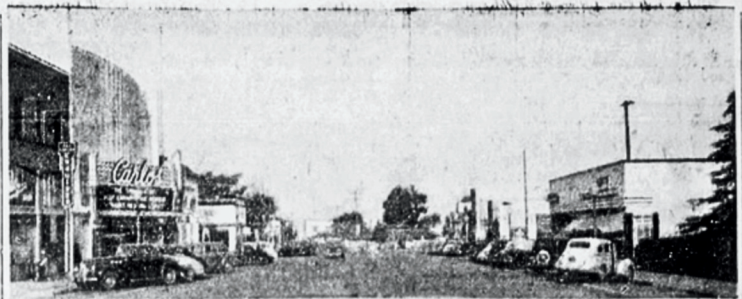
Acceptance of the figure tonight

by the city board will permit calculation of the tax rate for the coming year, Vargas said.

The increased valuation is due to new building developments, and to a reassessment of residential areas and business district land values completed this year.

**ARMANDO'S
FIX-IT SHOP**
"Up Our Alley"
577 Laurel St. - SAN CARLOS

- Lawn Mower Sharpening
- Saw Filing
- Keys and Locksmith



A few minutes after the top picture was taken of San Carlos Ave., there was a seething mass of commuters pouring off the train heading for home. However, this is how the main street looks during the late afternoon lull while mama is home making dinner and papa is on his way from the office. Below, several San Carlos children take advantage of the city's excellent playground facilities after school hours.

YOUR
\$'s
have more sense

WHEN
YOU
SELL

THAT
IDLE
CAR

OF
YOURS
TO

WELTNER MOTOR CO.

901 El Camino Real
Redwood City
PHONE RC 3674

El Camino at Holly
San Carlos
PHONE SC 6



PUBLIC WORKS DEPARTMENT

Program Name	Wastewater
Organization	10 FTEs: Public Works Assistant Superintendent, Civil Engineer Technician, Senior Maintenance Worker, 6 Maintenance Workers, Senior Administrative Clerk
Major Services	<ul style="list-style-type: none">• Manage maintenance of sanitary sewer mains, laterals, and lift station pumps• Manage capital projects for sewer collection system replacement• Respond to resident requests and emergencies• Respond to Silicon Valley Clean Water funding needs
FY 2024-25 Accomplishments	<ul style="list-style-type: none">• Completed the largest Sewer Rehabilitation Project to date with replacement/rehabilitation of 9,300 linear feet of sewer mains, 216 lower laterals, and 50 manholes• Completed the update to the Sewer Master Plan• Secured CIP approval for the Smart-Cover manhole telemetry system to monitor critical manholes• Successfully reduced sewer spills compared to the previous year by 50%• Ensure ongoing compliance with State Water Board regulations under the Waste Discharge Requirements (WDR)• Repaired various Grade 4 and 5 defects in sewer main lines
FY 2025-27 Goals	<ul style="list-style-type: none">• Purchase, install, and implement the manhole telemetry system for monitoring critical manholes• Enhance and modernize the existing wet-well telemetry system• Maintain ongoing initiatives to minimize the occurrence of sewer spills• Ongoing process of repairing Grade 4 and 5 defects in sewer main lines to enhance system reliability and performance• Complete the environmental processing and design of the Shoreway Road Sanitary Sewer Main Replacement Project• Complete the Tierra Linda Sanitary Sewer Pump Station Improvements• Complete the annual Sanitary Sewer Rehabilitation, Lateral Replacement, and On-call Sewer Replacement projects• Complete the annual Sanitary Sewer Main Root Foaming Project• Complete the Wastewater Financial Rate and Capacity Charge Study



Program Goals	The goal of the Wastewater program is to manage, maintain, repair, and enhance the City's sewer system for the residents and businesses in conformance with local, state, and federal requirements.
----------------------	---

Wastewater Objective	<p>Manage maintenance of sanitary sewer mains, laterals, and lift station pumps and manage capital projects for infrastructure replacement.</p> <p>We track these metrics to comply with various regulatory requirements and to understand the resources required to maintain the sewer system.</p>
-----------------------------	---

Key Performance Measure		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of linear feet of sewer lines cleaned		249,857	0	310,000	0
Description	This measure refers to the total distance of sewer pipes that have undergone cleaning operations to remove debris, grease, tree roots, and other obstructions that can hinder the flow of wastewater.				
Purpose	The primary purpose of this key performance measure is to track the linear feet of sewer lines cleaned compared to the target goal of cleaning and inspecting the entire system every four to five years. This project is completed every other year. As such, no cleaning or inspection will be performed in FYs 2025 and 2027.				
Status	The City conducts sewer cleaning and inspection projects consisting of three to five sewer basins each. The result will be that the City will have cleaned and inspected the entire sewer system every four to five years and will coordinate the schedule of inspection with anticipated future sewer rehabilitation projects.				
Key Performance Measure		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
% of sewer system cleaned		45%	0%	53%	0%
Description	This measure refers to the percentage of the entire length of sewer lines that have undergone cleaning compared to the total length of the sewer system to remove debris, grease, tree roots, and other obstructions that can hinder the flow of wastewater.				
Purpose	The primary purpose of this key performance measure is to track the percentage of sewer lines cleaned compared to the target goal of cleaning and inspecting the entire system every four to five years. This project is completed every other year. As such, no cleaning or inspection will be performed in FYs 2025 and 2027.				
Status	The City conducts sewer cleaning and inspection projects consisting of three to five sewer basins each. The result will be that the City will have cleaned and inspected the entire sewer system every four to five years and will coordinate the schedule of inspection with anticipated future sewer rehabilitation projects.				



Workload Measures	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of Smart-Covers installed	0	25	25	25
# sewer line point repairs	14	80	80	80
# of emergency responses	209	180	180	180
# of citizen requests	92	100	100	100
# of feet of sewer line rehabilitated	7,932	9,153	9,153	9,153
# of laterals replaced (by City and permitted private work)	85	250	250	250
# of laterals cleaned	638	680	680	680

**WASTEWATER (SEWER) FUND (06631000)
BUDGET SUMMARY**

EXPENDITURES SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
SALARIES	1,614,500	1,356,429	1,663,900	1,511,100	1,840,500	1,895,200
BENEFITS	924,400	556,150	950,300	768,300	986,700	1,039,300
PERSONNEL TOTAL ---->	2,538,900	1,912,580	2,614,200	2,279,400	2,827,200	2,934,500
UTILITIES	17,800	28,001	18,300	18,300	18,800	19,300
OFFICE ADMINISTRATIVE	66,000	63,536	68,000	68,000	70,100	72,200
PROFESSIONAL SERVICES	5,285,300	4,871,629	4,588,300	4,588,300	5,995,000	5,854,200
UNIFORMS & SAFETY EQUIPMENT	15,600	33,762	16,100	16,100	16,600	17,100
PROFESSIONAL DEVELOPMENT	19,600	18,747	20,300	20,300	21,000	21,700
COMMUNITY RELATIONS	-	-	-	-	-	-
INSURANCE	-	-	-	-	-	-
VEHICLE USAGE	100	-	100	100	100	100
EQUIPMENT MAINTENANCE	79,700	90,837	82,100	82,100	84,700	87,300
SERIAL BONDS	3,307,700	3,270,459	6,401,600	6,401,600	4,692,000	4,690,000
PROGRAM COSTS	-	-	-	-	-	-
OPERATING EXPENSE	-	-	-	-	-	-
OPERATING EXPENSE TOTAL ---->	8,791,800	8,376,972	11,194,800	11,194,800	10,898,300	10,761,900
CAPITAL OUTLAY	220,000	1,306,779	78,400	78,400	52,300	551,400
CAPITAL PROJECTS	11,358,318	1,142,670	11,204,251	11,204,251	15,225,000	11,875,000
CAPITAL OUTLAY TOTAL ---->	11,578,318	2,449,449	11,282,651	11,282,651	15,277,300	12,426,400
EXPENDITURES TOTAL ---->	22,909,018	12,739,000	25,091,651	24,756,851	29,002,800	26,122,800
TRANSFERS OUT	712,400	712,400	740,900	740,900	770,500	801,300
ALLOCATIONS OUT TO GENERAL FUND	2,929,700	2,929,700	3,192,700	3,192,700	3,888,500	4,005,200
ALLOCATIONS OUT FOR WORKERS COMP	113,500	113,500	116,900	116,900	102,900	108,800
ALLOCATIONS OUT FOR GEN LIAB INSURANCE	822,200	822,200	846,900	846,900	1,307,200	1,346,400
TRANSFER OUT TOTAL ---->	4,577,800	4,577,800	4,897,400	4,897,400	6,069,100	6,261,700
EXPENDITURES & TRANSFERS TOTAL ---->	27,486,818	17,316,800	29,989,051	29,654,251	35,071,900	32,384,500

REVENUE SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
BUSINESS REGISTRATION	-	-	-	-	-	-
CHARGES FOR CURRENT SERVICES	-	-	-	-	-	-
FINES & FORFEITURES	-	-	-	-	-	-
FROM OTHER AGENCIES	-	-	-	-	-	-
LICENSES & PERMITS	-	-	-	-	-	-
OTHER REVENUE	27,129,200	23,217,882	26,931,400	22,531,400	27,824,300	27,637,400
OTHER TAX	-	-	-	-	-	-
PROPERTY TAX	-	-	-	-	-	-
SALES TAX	-	-	-	-	-	-
TRANSIENT OCCUPANCY TAX	-	-	-	-	-	-
USE OF MONEY & PROPERTY	737,300	2,595,334	814,600	1,937,600	1,073,500	1,105,700
VEHICLE IN LIEU	-	-	-	-	-	-
REVENUE TOTAL ---->	27,866,500	25,813,216	27,746,000	24,469,000	28,897,800	28,743,100
GENERAL TRANSFERS IN	-	-	-	-	-	-
ALLOCATIONS IN FROM GENERAL FUND	52,100	52,100	53,700	53,700	55,300	56,900
ALLOCATIONS IN FROM NPDES	351,700	351,700	362,300	362,300	323,200	332,900
ALLOCATIONS IN FROM GAS TAX	245,900	245,900	253,300	253,300	260,900	268,700
ALLOCATIONS IN FROM WORK COMP	-	-	-	-	-	-
ALLOCATIONS IN FROM RISK MGT	-	-	-	-	-	-
TRANSFER AND ALLOCATIONS IN TOTAL ---->	649,700	649,700	669,300	669,300	639,400	658,500
REVENUE & TRANSFERS TOTAL ---->	28,516,200	26,462,916	28,415,300	25,138,300	29,537,200	29,401,600
WASTEWATER FUND NET EXP (REV) ---->	(1,029,382)	(9,146,116)	1,573,751	4,515,951	5,534,700	2,982,900



PUBLIC WORKS DEPARTMENT

PUBLIC WORKS DEPARTMENT	
Program Name	Stormwater
Organization	2.5 FTEs: 0.5 Senior Maintenance Worker, 2 Maintenance Workers
Major Services	<ul style="list-style-type: none">• Monitoring and maintenance of storm drain systems.• Levee maintenance and repair• Storm drainpipe/culvert cleaning• Implementation of National Pollution Discharge Elimination System permit requirements• Creek monitoring
FY 2024-25 Accomplishments	<ul style="list-style-type: none">• Collaborated with Engineering to repair damaged storm lines, ensuring proper drainage and infrastructure integrity• Partnered with Engineering to address and mitigate landslides, completing rear yard concrete retaining walls at 3017 Brittan Ave. and 1000/1005 Drake Ct.• Conducted thorough cleaning of all trash capture devices• Proactively prepared for the upcoming storm season by implementing necessary maintenance and readiness measures
FY 2025-27 Goals	<ul style="list-style-type: none">• Continue ongoing maintenance and monitoring of the storm pump station to ensure optimal performance and reliability• Continue collaborating with the public to support and implement the Annual Creek Maintenance Program• Prepare proactively for the upcoming storm season, ensuring system readiness• Minimize sewer spills to protect and maintain the integrity of the stormwater system• Implement an Adopt-a-Drain program



Program Goals	The goal of the Stormwater program is to manage, maintain, repair, and enhance the City's creeks, levees, drains, pipes, and culverts for the residents and businesses of San Carlos in conformance with local, state, and federal requirements.
Stormwater Objective	<p>Manage maintenance of storm drainage systems, creek monitoring, levee maintenance and repair, pipe/culvert cleaning, and implementation of National Pollution Discharge Elimination System permit requirements.</p> <p>We track these metrics to ensure compliance with regulatory requirements and to provide the necessary resources where needed.</p>

Key Performance Measure	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
% of inspections conducted (storm drain, creek, levee)	100%	100%	100%	100%
% of linear feet of culvert cleaned	100%	100%	100%	100%
% of linear feet of ditches cleaned	100%	100%	100%	100%
Description	Staff conducted numerous and thorough cleanings of all storm drains, creeks, levees, culverts, ditches and trash capture devices, ensuring the effective removal of debris and pollutants from the stormwater system.			
Purpose	This ongoing maintenance effort helps prevent blockages, reduces environmental contamination, and supports compliance with stormwater regulations. By keeping these devices, areas, and waterways clean and fully operational, the City enhances water quality and upholds its commitment to environmental stewardship and public health.			
Status	Continuous upkeep initiative.			

Workload Measures	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of inspections conducted (storm drain, creek, levee)	2,630	2,800	1,500	1,500
# of linear feet of culvert cleaned	9,021	9,000	6,000	6,000
# of catch basins cleaned	906	1,315	1,000	1,000
Linear feet of ditches cleaned (sediment removed)	1,974	2,000	2,500	2,500
Tons of debris removed from inlets and creek guards	40	50	35	35
Linear feet of storm drain lines installed	176	101	101	101
# of trash capture devices cleaned	250	250	250	250
# of inlets replaced	2	5	5	5
% or # of MRP 3.0 internal deadlines met	100%	100%	100%	100%

NPDES/STORMWATER FUND (15521000)
BUDGET SUMMARY

EXPENDITURES SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
SALARIES	-	-	-	-	-	-
BENEFITS	-	-	-	-	-	-
PERSONNEL TOTAL ---->	-	-	-	-	-	-
UTILITIES	3,900	5,077	4,000	4,000	4,100	4,200
OFFICE ADMINISTRATIVE	7,000	8,433	7,200	7,200	7,400	7,600
PROFESSIONAL SERVICES	83,000	95,138	85,500	85,500	88,000	90,700
UNIFORMS & SAFETY EQUIPMENT	2,600	1,627	2,600	2,600	2,600	2,600
PROFESSIONAL DEVELOPMENT	25,600	11,482	26,400	26,400	27,200	28,000
COMMUNITY RELATIONS	-	-	-	-	-	-
INSURANCE	-	-	-	-	-	-
VEHICLE USAGE	-	-	-	-	-	-
EQUIPMENT MAINTENANCE	3,500	962	3,600	3,600	3,700	3,800
SERIAL BONDS	-	-	-	-	-	-
PROGRAM COSTS	-	-	-	-	-	-
OPERATING EXPENSE	-	-	-	-	-	-
OPERATING EXPENSE TOTAL ---->	125,600	122,719	129,300	129,300	133,000	136,900
CAPITAL OUTLAY	-	-	-	-	-	-
CAPITAL OUTLAY TOTAL ---->	-	-	-	-	-	-
EXPENDITURES TOTAL ---->	125,600	122,719	129,300	129,300	133,000	136,900
TRANSFERS OUT	-	-	-	-	-	-
ALLOCATIONS OUT TO GENERAL FUND	173,100	173,100	178,200	178,200	233,500	240,700
ALLOCATIONS OUT TO SEWER	351,700	351,700	362,300	362,300	323,200	332,900
ALLOCATIONS OUT FOR GEN LIAB INSURANCE	113,900	113,900	117,300	117,300	196,300	202,200
TRANSFER OUT TOTAL ---->	638,700	638,700	657,800	657,800	753,000	775,800
EXPENDITURES & TRANSFERS TOTAL ---->	764,300	761,419	787,100	787,100	886,000	912,700

REVENUE SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
BUSINESS REGISTRATION	-	-	-	-	-	-
CHARGES FOR CURRENT SERVICES	-	-	-	-	-	-
FINES & FORFEITURES	-	-	-	-	-	-
FROM OTHER AGENCIES	-	-	-	-	-	-
LICENSES & PERMITS	-	-	-	-	-	-
OTHER REVENUE	633,100	671,241	638,300	638,300	643,600	649,100
OTHER TAX	66,000	108,510	68,000	68,000	65,000	67,000
PROPERTY TAX	-	-	-	-	-	-
SALES TAX	-	-	-	-	-	-
TRANSIENT OCCUPANCY TAX	-	-	-	-	-	-
USE OF MONEY & PROPERTY	14,000	44,992	13,400	31,700	19,600	20,200
VEHICLE IN LIEU	-	-	-	-	-	-
REVENUE TOTAL ---->	713,100	824,743	719,700	738,000	728,200	736,300
GENERAL TRANSFERS IN	-	-	-	-	-	-
ALLOCATIONS IN FROM SEWER	-	-	-	-	-	-
ALLOCATIONS IN FROM NPDES	-	-	-	-	-	-
ALLOCATIONS IN FROM GAS TAX	-	-	-	-	-	-
ALLOCATIONS IN FROM WORK COMP	-	-	-	-	-	-
ALLOCATIONS IN FROM RISK MGT	-	-	-	-	-	-
TRANSFER AND ALLOCATIONS IN TOTAL ---->	-	-	-	-	-	-
REVENUE & TRANSFERS TOTAL ---->	713,100	824,743	719,700	738,000	728,200	736,300
STORMWATER FUND NET EXP (REV) ---->	51,200	(63,324)	67,400	49,100	157,800	176,400

SAN CARLOS SPOTLIGHT

Chickens' Ball



In 1939, Central School (the only school in San Carlos at the time) was facing a problem common to all organizations: "How can we raise funds painlessly and successfully?" Teacher Howard J. Demeke, a member of the PTA Board, recalled his fascination with the old Gay '90s' tradition of San Francisco and designed the concept of the Chickens' Ball to meet new needs: money for the school milk fund. In 1940, the turn-of-the-century Barbary Coast Chickens' Ball was reborn in San Carlos in a one-night, sold out show.

Source: <https://www.chickensball.org/>

Work Begins On Chicken's Ball In San Carlos

Work on the 1978 Chicken's Ball, the community-wide San Carlos show that has gained national recognition, began this week with the naming of its co-production manager, and setting of a "skit clinic" for 7:30 p.m. June 7 at 1133 Industrial Road, San Carlos.

Warren F. Doane will join Mrs. Robert (Peg) Pardee, already named as production manager of the bi-annual variety show with an 1890-1918 theme.

Co-chairmen for the Chicken's Ball are Duane and Barbara Peters.

Some 40 organizations have received invitations to submit a skit for consideration of the ball, whose theme title is "Golden Stars and Cable Cars."

The Times, 1977

Chicken's Ball Clears \$1470

A total of \$1470 was cleared in the San Carlos Chicken's Ball sponsored recently by the San Carlos PTA it was reported at the regular Parent Teachers' meeting this week, Mrs. Brice Wheeler, local chairman, said today.

Certain recommendations were made by various committee chairmen as to how this money will be used, she said and the whole project will be considered further and an announcement made later. Among the suggestions were reconditioning the public address system, purchasing a radio, records and recording machine, adding to library equipment. It was also recommended a gift be made to the Girl Scouts toward the new Woodhaven home in the Santa Cruz Mts.

Redwood City Tribune, 1946

Chickens' Ball At San Carlos

(Times County News Service)
SAN CARLOS, Feb. 3.—Revival of the world-famed Chickens' ball, annual San Francisco society feature of the days before the earthquake, was expected to draw a crowd of several hundred above the normal 750 person capacity of San Carlos school auditorium to-night.

Sponsored by the Parent-Teacher association, the affair has been the center of San Carlos activities for weeks, with each of the participating organizations secretly preparing special acts to vie for the gold cup awards.

Decorations and features of the ball are built around the "turn-of-the-century" mode. Majority of persons attending the affair were expected to appear in costumes reminiscent of the late '90's.

The Times, 1940

Chicken's Ball First Prize



Photo by Newell Sharkey

Tonight at the Chicken's Ball in San Carlos School Auditorium, a \$25 defense bond will go to the organization winning strongest applause for its vaudeville act. Here is Theodora Sorg, president of San Carlos PTA, sponsor of the ball, as she purchases the bond from Victor Gile, manager San Carlos branch, Bank of America. Other prizes will be defense stamps.

Redwood City Tribune, 1942



PUBLIC WORKS DEPARTMENT

PUBLIC WORKS DEPARTMENT	
Program Name	Street Maintenance
Organization	2.5 FTEs: 0.5 Senior Maintenance Workers, 2 Maintenance Workers
Major Services	<ul style="list-style-type: none">• Manage bridge and retaining wall inspections• Pavement maintenance and repair• Maintain street lighting system and traffic signals and respond to requests• Maintain traffic signs and markings and respond to requests
FY 2024-25 Accomplishments	<ul style="list-style-type: none">• Expected to address 420 Inform San Carlos requests, ensuring timely and effective responses to community needs• Identified a cost-effective alternative for materials to replace and rebuild pedestrian paddles• Provided ongoing support for minor road repairs, enhancing roadway safety and functionality• Successfully completed the pilot program to evaluate the retro-reflective value of signs, leading to the expansion of geographic information system (GIS) layering and the development of a comprehensive maintenance program for signs, striping, and curb lining to enhance visibility and safety• Provided minor asphalt repairs, ensuring road quality preservation and extending pavement lifespan
FY 2025-27 Goals	<ul style="list-style-type: none">• Replace illuminated street signs to enhance visibility, improve safety, and ensure long-term reliability• Acquire a cold planer attachment for the skid steer to enhance road maintenance capabilities• Invest in a new pothole filling product to improve repair efficiency and durability• Continue to expand GIS layers to be able to enhance roadway visibility and safety• Improve the Pavement Condition Index (PCI) to 60 or greater



Program Goals	The goal of the street maintenance program is to maintain a street and highway system for the public that maintains acceptable levels of service and street condition to support a safe and responsive transportation system.
Street Maintenance	Manage bridge and retaining wall inspections, pavement maintenance and repair, street lighting and traffic signals, signs, and striping.
Objective 1	These metrics are tracked to determine where resources are needed and to measure our efficiency in responding to requests.

Key Performance Measure		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
% of street signs replaced		5%	13%	20%	20%
Description	Staff create and install new street signs to replace broken, damaged, or faded signs.				
Purpose	Clear and intact street signs enhance roadway safety for vehicles and pedestrians.				
Status	Staff evaluate and replace street signs on an ongoing basis.				

Workload Measures	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of streetlights repaired	11	20	30	30
# of traffic signals repaired	54	25	30	30
# of linear feet of curb painted	6,400	7,500	8,000	8,000
# of street signs replaced	308	832	300	300
# of square feet of potholes repaired by Maintenance	1,440	1,400	1,300	1,300
# of requests received by PW Maintenance	381	420	215	215
Average response rate for requests received	3 days	3 days	3 days	3 days

**Street
Maintenance****Objective 2**

Maintain quality and reliability of streets through annual striping, repair, and upgrading projects.

We use these metrics along with the Pavement Condition Index (PCI) to help us track how much work we are accomplishing with the limited resources we have to devote to streets. They also show that we continue to make progress on maintaining our streets.

Key Performance Measure		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
City's overall PCI		56	56	60	63
Description	<p>This measure tracks the City's overall PCI, which details the overall pavement rating based on all the streets throughout the City. 100 represents a brand-new or perfect pavement with no visible defects. 0 indicates a pavement that is completely deteriorated. The following typical ranges are referenced from the Bay Area Metropolitan Transportation Commission (MTC) Annual Pavement Condition Report:</p> <p>Excellent (PCI 90-100): Pavement is in very good condition with no or minimal distress. Only routine maintenance is needed.</p> <p>Very Good (PCI 80-89): Pavement shows minor signs of wear, but it is still in very good condition. Preventive maintenance is required to preserve the pavement.</p> <p>Good (PCI 70-79): Pavement shows minor signs of wear, minor cracks, but it is still in good condition. Preventive maintenance is required to preserve the pavement.</p> <p>Fair (PCI 60-69): Pavement has noticeable distress such as cracks and minor surface damage. Maintenance or rehabilitation is necessary soon to avoid further deterioration.</p> <p>At Risk (PCI 50-59): Pavement shows wear and tear, and rehabilitation may be needed to prevent rapid deterioration.</p> <p>Poor (PCI 40-49): Pavement shows significant deterioration. There are major cracks, potholes, and other signs of severe distress. Rehabilitation or full resurfacing is likely required.</p> <p>Very Poor (PCI 0-39): Pavement is severely damaged, with large cracks, extensive potholes, and significant structural failure. Immediate repair or replacement is necessary.</p>				
Purpose	This measure allows the City to understand its overall PCI rating and determine the steps needed to maintain or improve the pavement condition throughout the City.				
Status	The City is committed to provide additional funding for the Pavement Program in order to improve its overall PCI rating to reach 65 by the end of this current 5-year paving plan.				



Key Performance Measure		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of miles paved		0	2.42	4.6	4.6
% of total system paved since 2010		0	2.79%	5.32%	5.32%
Description	This measure tracks the length of roadway paved in miles via grind and overlay.				
Purpose	This measure allows the City to resurface a number of streets every year in order to improve roadway conditions by bringing those streets back to a like-new condition throughout the City and improve its overall PCI rating.				
Status	The City is committed to provide additional funding for the Pavement Program in order to improve its overall PCI rating to reach 65 by the end of this current 5-year paving plan.				
Key Performance Measure		FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
# of miles streets sealed		0	6.53	5.85	5.85
% of total system sealed since 2010		0	7.57%	6.78%	6.78%
Description	This measure tracks the length of roadway paved in miles via slurry sealing.				
Purpose	This measure allows the City to slurry seal a number of streets every year as part of pavement maintenance in order to prevent further weathering and deterioration of the current roadway conditions while other streets are resurfaced via grind and overlay.				
Status	The City is committed to provide additional funding for the Pavement Program in order to improve its overall PCI rating to reach 65 by the end of this current 5-year paving plan.				

Workload Measures	FY 2024 Actuals	FY 2025 Projected	FY 2026 Proposed	FY 2027 Proposed
Linear feet of striping replaced	22,546	25,164	40,000	40,000
Square feet of markings replaced	2,096	2,543	5,000	5,000

STREET MAINTENANCE (01541000 and 01561000)
BUDGET SUMMARY

EXPENDITURES SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
SALARIES	-	-	-	-	-	-
BENEFITS	-	-	-	-	-	-
PERSONNEL TOTAL ---->	-	-	-	-	-	-
UTILITIES	208,500	211,683	214,700	214,700	221,100	227,700
OFFICE ADMINISTRATIVE	41,100	42,529	42,300	42,300	43,600	44,900
PROFESSIONAL SERVICES	553,452	503,667	549,500	549,500	566,000	583,000
UNIFORMS & SAFETY EQUIPMENT	1,700	269	1,700	1,700	1,700	1,700
PROFESSIONAL DEVELOPMENT	6,031	1,500	3,900	3,900	4,000	4,100
COMMUNITY RELATIONS	-	-	-	-	-	-
INSURANCE	-	-	-	-	-	-
VEHICLE USAGE	-	-	-	-	-	-
EQUIPMENT MAINTENANCE	10,700	4,374	11,000	11,000	11,300	11,600
SERIAL BONDS	-	-	-	-	-	-
PROGRAM COSTS	-	-	-	-	-	-
OPERATING EXPENSE	-	-	-	-	-	-
OPERATING EXPENSE TOTAL ---->	821,483	764,023	823,100	823,100	847,700	873,000
CAPITAL OUTLAY	300	-	300	300	300	300
CAPITAL OUTLAY TOTAL ---->	300	-	300	300	300	300
EXPENDITURES TOTAL ---->	821,783	764,023	823,400	823,400	848,000	873,300
TRANSFERS OUT	-	-	-	-	-	-
ALLOCATIONS OUT TO SEWER	52,100	52,100	53,700	53,700	55,300	56,900
ALLOCATIONS OUT FOR WORKERS COMP	-	-	-	-	-	-
ALLOCATIONS OUT FOR GEN LIAB INSURANCE	-	-	-	-	-	-
TRANSFER OUT TOTAL ---->	52,100	52,100	53,700	53,700	55,300	56,900
EXPENDITURES & TRANSFERS TOTAL ---->	873,883	816,123	877,100	877,100	903,300	930,200

REVENUE SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
BUSINESS REGISTRATION	-	-	-	-	-	-
CHARGES FOR CURRENT SERVICES	-	-	-	-	-	-
FINES & FORFEITURES	-	-	-	-	-	-
FROM OTHER AGENCIES	6,000	10,441	6,200	6,200	6,400	6,600
LICENSES & PERMITS	-	-	-	-	-	-
OTHER REVENUE	135,700	239,577	139,800	233,100	234,000	241,000
OTHER TAX	-	-	-	-	-	-
PROPERTY TAX	-	-	-	-	-	-
SALES TAX	-	-	-	-	-	-
TRANSIENT OCCUPANCY TAX	-	-	-	-	-	-
USE OF MONEY & PROPERTY	-	-	-	-	-	-
VEHICLE IN LIEU	-	-	-	-	-	-
REVENUE TOTAL ---->	141,700	250,018	146,000	239,300	240,400	247,600
GENERAL TRANSFERS IN	-	-	-	-	-	-
ALLOCATIONS IN FROM SEWER	-	-	-	-	-	-
ALLOCATIONS IN FROM NPDES	-	-	-	-	-	-
ALLOCATIONS IN FROM GAS TAX	-	-	-	-	-	-
ALLOCATIONS IN FROM WORK COMP	-	-	-	-	-	-
ALLOCATIONS IN FROM RISK MGT	-	-	-	-	-	-
TRANSFER AND ALLOCATIONS IN TOTAL ---->	-	-	-	-	-	-
REVENUE & TRANSFERS TOTAL ---->	141,700	250,018	146,000	239,300	240,400	247,600
GENERAL FUND NET EXPENSE (REVENUE) ---->	732,183	566,105	731,100	637,800	662,900	682,600

**MEASURE A TRAFFIC CONGESTION FUND (14571000)
BUDGET SUMMARY**

EXPENDITURES SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
SALARIES	-	-	-	-	-	-
BENEFITS	-	-	-	-	-	-
PERSONNEL TOTAL ---->	-	-	-	-	-	-
UTILITIES	-	-	-	-	-	-
OFFICE ADMINISTRATIVE	-	-	-	-	-	-
PROFESSIONAL SERVICES	94,000	98,533	95,900	95,900	87,000	89,600
UNIFORMS & SAFETY EQUIPMENT	-	-	-	-	-	-
PROFESSIONAL DEVELOPMENT	-	-	-	-	-	-
COMMUNITY RELATIONS	-	-	-	-	-	-
INSURANCE	-	-	-	-	-	-
VEHICLE USAGE	-	-	-	-	-	-
EQUIPMENT MAINTENANCE	-	-	-	-	-	-
SERIAL BONDS	-	-	-	-	-	-
PROGRAM COSTS	-	-	-	-	-	-
OPERATING EXPENSE	-	-	-	-	-	-
OPERATING EXPENSE TOTAL ---->	94,000	98,533	95,900	95,900	87,000	89,600
CAPITAL OUTLAY	-	-	-	-	-	-
CAPITAL OUTLAY TOTAL ---->	-	-	-	-	-	-
EXPENDITURES TOTAL ---->	94,000	98,533	95,900	95,900	87,000	89,600
TRANSFERS OUT	1,200,000	1,200,000	1,236,000	1,236,000	1,523,000	1,311,000
ALLOCATIONS OUT TO GENERAL FUND	-	-	-	-	-	-
ALLOCATIONS OUT TO SEWER	-	-	-	-	-	-
ALLOCATIONS OUT FOR GEN LIAB INSURANCE	-	-	-	-	-	-
TRANSFER OUT TOTAL ---->	1,200,000	1,200,000	1,236,000	1,236,000	1,523,000	1,311,000
EXPENDITURES & TRANSFERS TOTAL ---->	1,294,000	1,298,533	1,331,900	1,331,900	1,610,000	1,400,600

REVENUE SUMMARY	Revised 2023-24	Revised 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
BUSINESS REGISTRATION	-	-	-	-	-	-
CHARGES FOR CURRENT SERVICES	-	-	-	-	-	-
FINES & FORFEITURES	-	-	-	-	-	-
FROM OTHER AGENCIES	-	-	-	-	-	-
LICENSES & PERMITS	-	-	-	-	-	-
OTHER REVENUE	-	-	-	-	-	-
OTHER TAX	-	-	-	-	-	-
PROPERTY TAX	-	-	-	-	-	-
SALES TAX	1,221,700	1,130,225	1,246,100	1,246,100	1,283,500	1,322,000
TRANSIENT OCCUPANCY TAX	-	-	-	-	-	-
USE OF MONEY & PROPERTY	12,800	27,238	10,900	14,600	16,100	16,600
VEHICLE IN LIEU	-	-	-	-	-	-
REVENUE TOTAL ---->	1,234,500	1,157,463	1,257,000	1,260,700	1,299,600	1,338,600
GENERAL TRANSFERS IN	-	-	-	-	-	-
ALLOCATIONS IN FROM SEWER	-	-	-	-	-	-
ALLOCATIONS IN FROM NPDES	-	-	-	-	-	-
ALLOCATIONS IN FROM GAS TAX	-	-	-	-	-	-
ALLOCATIONS IN FROM WORK COMP	-	-	-	-	-	-
ALLOCATIONS IN FROM RISK MGT	-	-	-	-	-	-
TRANSFER AND ALLOCATIONS IN TOTAL ---->	-	-	-	-	-	-
REVENUE & TRANSFERS TOTAL ---->	1,234,500	1,157,463	1,257,000	1,260,700	1,299,600	1,338,600
MEASURE A FUND NET EXP (REV) ---->	59,500	141,070	74,900	71,200	310,400	62,000

**MEASURE W TRAFFIC CONGESTION FUND (18188000)**
BUDGET SUMMARY

EXPENDITURES SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
SALARIES	-	-	-	-	-	-
BENEFITS	-	-	-	-	-	-
PERSONNEL TOTAL ---->	-	-	-	-	-	-
UTILITIES	-	-	-	-	-	-
OFFICE ADMINISTRATIVE	-	-	-	-	-	-
PROFESSIONAL SERVICES	-	-	-	-	-	-
UNIFORMS & SAFETY EQUIPMENT	-	-	-	-	-	-
PROFESSIONAL DEVELOPMENT	-	-	-	-	-	-
COMMUNITY RELATIONS	-	-	-	-	-	-
INSURANCE	-	-	-	-	-	-
VEHICLE USAGE	-	-	-	-	-	-
EQUIPMENT MAINTENANCE	-	-	-	-	-	-
SERIAL BONDS	-	-	-	-	-	-
PROGRAM COSTS	-	-	-	-	-	-
OPERATING EXPENSE	-	-	-	-	-	-
OPERATING EXPENSE TOTAL ---->	-	-	-	-	-	-
CAPITAL OUTLAY	-	-	-	-	-	-
CAPITAL OUTLAY TOTAL ---->	-	-	-	-	-	-
EXPENDITURES TOTAL ---->	-	-	-	-	-	-
TRANSFERS OUT	495,000	495,000	406,900	406,900	619,100	431,700
ALLOCATIONS OUT TO GENERAL FUND	-	-	-	-	-	-
ALLOCATIONS OUT TO SEWER	-	-	-	-	-	-
ALLOCATIONS OUT FOR GEN LIAB INSURANCE	-	-	-	-	-	-
TRANSFER OUT TOTAL ---->	495,000	495,000	406,900	406,900	619,100	431,700
EXPENDITURES & TRANSFERS TOTAL ---->	495,000	495,000	406,900	406,900	619,100	431,700

REVENUE SUMMARY	Revised 2023-24	Revised 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
BUSINESS REGISTRATION	-	-	-	-	-	-
CHARGES FOR CURRENT SERVICES	-	-	-	-	-	-
FINES & FORFEITURES	-	-	-	-	-	-
FROM OTHER AGENCIES	-	-	-	-	-	-
LICENSES & PERMITS	-	-	-	-	-	-
OTHER REVENUE	-	-	-	-	-	-
OTHER TAX	-	-	-	-	-	-
PROPERTY TAX	-	-	-	-	-	-
SALES TAX	395,000	496,342	406,900	406,900	419,100	431,700
TRANSIENT OCCUPANCY TAX	-	-	-	-	-	-
USE OF MONEY & PROPERTY	500	13,534	600	10,200	6,300	6,500
VEHICLE IN LIEU	-	-	-	-	-	-
REVENUE TOTAL ---->	395,500	509,876	407,500	417,100	425,400	438,200
GENERAL TRANSFERS IN	-	-	-	-	-	-
ALLOCATIONS IN FROM SEWER	-	-	-	-	-	-
ALLOCATIONS IN FROM NPDES	-	-	-	-	-	-
ALLOCATIONS IN FROM GAS TAX	-	-	-	-	-	-
ALLOCATIONS IN FROM WORK COMP	-	-	-	-	-	-
ALLOCATIONS IN FROM RISK MGT	-	-	-	-	-	-
TRANSFER AND ALLOCATIONS IN TOTAL ---->	-	-	-	-	-	-
REVENUE & TRANSFERS TOTAL ---->	395,500	509,876	407,500	417,100	425,400	438,200
MEASURE W FUND NET EXP (REV) ---->	99,500	(14,876)	(600)	(10,200)	193,700	(6,500)

**GAS TAX FUND (16610000)
BUDGET SUMMARY**

EXPENDITURES SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
SALARIES	-	-	-	-	-	-
BENEFITS	-	-	-	-	-	-
PERSONNEL TOTAL ---->	-	-	-	-	-	-
UTILITIES	-	-	-	-	-	-
OFFICE ADMINISTRATIVE	-	-	-	-	-	-
PROFESSIONAL SERVICES	-	-	-	-	-	-
UNIFORMS & SAFETY EQUIPMENT	-	-	-	-	-	-
PROFESSIONAL DEVELOPMENT	-	-	-	-	-	-
COMMUNITY RELATIONS	-	-	-	-	-	-
INSURANCE	-	-	-	-	-	-
VEHICLE USAGE	-	-	-	-	-	-
EQUIPMENT MAINTENANCE	-	-	-	-	-	-
SERIAL BONDS	-	-	-	-	-	-
PROGRAM COSTS	-	-	-	-	-	-
OPERATING EXPENSE	-	-	-	-	-	-
OPERATING EXPENSE TOTAL ---->	-	-	-	-	-	-
CAPITAL OUTLAY	-	-	-	-	-	-
CAPITAL PROJECTS	7,725,000	1,748,426	9,460,000	9,460,000	9,100,000	9,600,000
CAPITAL OUTLAY TOTAL ---->	7,725,000	1,748,426	9,460,000	9,460,000	9,100,000	9,600,000
EXPENDITURES TOTAL ---->	7,725,000	1,748,426	9,460,000	9,460,000	9,100,000	9,600,000
TRANSFERS OUT	-	-	-	-	-	-
ALLOCATIONS OUT TO GENERAL FUND	403,800	403,800	415,800	415,800	428,100	440,800
ALLOCATIONS OUT TO SEWER	245,900	245,900	253,300	253,300	260,900	268,700
ALLOCATIONS OUT FOR GEN LIAB INSURANCE	531,100	531,100	547,000	547,000	824,000	848,700
TRANSFER OUT TOTAL ---->	1,180,800	1,180,800	1,216,100	1,216,100	1,513,000	1,558,200
EXPENDITURES & TRANSFERS TOTAL ---->	8,905,800	2,929,226	10,676,100	10,676,100	10,613,000	11,158,200

REVENUE SUMMARY	Revised 2023-24	Audited 2023-24	Revised 2024-25	Projected 2024-25	Proposed 2025-26	Proposed 2026-27
BUSINESS REGISTRATION	-	-	-	-	-	-
CHARGES FOR CURRENT SERVICES	-	-	-	-	-	-
FINES & FORFEITURES	-	-	-	-	-	-
FROM OTHER AGENCIES	-	-	-	-	-	-
LICENSES & PERMITS	26,000	3,553	26,800	26,800	84,700	87,200
OTHER REVENUE	1,684,300	1,652,184	1,843,600	1,802,500	1,803,300	1,853,600
OTHER TAX	66,000	108,510	68,000	68,000	65,000	67,000
PROPERTY TAX	-	-	-	-	-	-
SALES TAX	-	-	-	-	-	-
TRANSIENT OCCUPANCY TAX	-	-	-	-	-	-
USE OF MONEY & PROPERTY	123,000	961,732	140,100	728,000	264,600	272,500
VEHICLE IN LIEU	-	-	-	-	-	-
REVENUE TOTAL ---->	1,899,300	2,725,979	2,078,500	2,625,300	2,217,600	2,280,300
GENERAL TRANSFERS IN	3,795,000	3,795,000	2,892,900	2,892,900	3,297,100	(325,200)
TRANSFER IN FROM MEASURE A (14571000)	750,000	750,000	1,150,000	1,150,000	1,200,000	1,236,000
TRANSFER IN FROM MEASURE W (14391000 and 18188000)	300,000	300,000	600,000	600,000	495,000	406,900
TRANSFER IN FROM CAPITAL IMPROVEMENT FUND (0025)	2,975,000	2,975,000	3,125,000	3,125,000	3,275,000	3,275,000
ALLOCATIONS IN FROM SEWER	-	-	-	-	-	-
ALLOCATIONS IN FROM NPDES	-	-	-	-	-	-
ALLOCATIONS IN FROM GAS TAX	-	-	-	-	-	-
ALLOCATIONS IN FROM WORK COMP	-	-	-	-	-	-
ALLOCATIONS IN FROM RISK MGT	-	-	-	-	-	-
TRANSFER AND ALLOCATIONS IN TOTAL ---->	7,820,000	7,820,000	7,767,900	7,767,900	8,267,100	4,592,700
REVENUE & TRANSFERS TOTAL ---->	9,719,300	10,545,979	9,846,400	10,393,200	10,484,700	6,873,000
GAS TAX FUND NET EXPENSE (REVENUE) ---->	(813,500)	(7,616,753)	829,700	282,900	128,300	4,285,200



SUMMARY OF EMPLOYEE COMPENSATION AND BENEFITS

The Administrative Services Department is responsible for initiating recruitment and providing employment services to all City departments and employees and for implementing Federal, State and court mandates and requirements related to employment. These services include: recruitment and selection of qualified employees; administration of the City's benefit programs; administration of workers' compensation programs; maintenance of the City's classification and salary structure; coordination of Citywide training and development for employees; administration of various Memoranda of Understanding (MOU) between the City and employee unions; and problem solving and employee assistance activities. The Administrative Services Department is also responsible for the labor negotiation process and employee relations. The department arranges legally required training for employees, such as Anti-Harassment Training, and many other training seminars throughout the year. The Human Resources Division maintains all personnel files and records, including the performance evaluation records.

The City of San Carlos has successfully negotiated and implemented five labor contracts with the bargaining units below. Any changes to MOU provisions are done through the negotiations process and are approved by Council separately from the budget process.

Confidential	07/01/23-06/30/26
Management	07/01/23-06/30/26
AFSCME Technical and Professional	07/01/23-06/30/26
Teamsters	09/01/23-08/31/26
Part-Time Employees	1/1/24

The Compensation Plan for authorized positions in the unit consists of job title classifications/job codes with corresponding salary scales spanning five steps with 5% differential between each step. The City of San Carlos participates in the CalPERS program and offers a variety of retirement and health benefit programs and services to employees. Below is a sample of these benefits:

MEDICAL/VISION/DENTAL

Employees have the choice between nine PERS Health Plans offered by the City for employee only; employee plus dependent; and family coverage. The City pays for the employee's dental and vision insurance. The City pays monthly contributions towards the premium for employee and dependent medical coverage for employees working 130 hours or more per month.

FLOAT TIME

Employees in the Management unit receive 24 hours of float time. All other full time employees are given up to 40 hours of float time per year.

ADMINISTRATIVE LEAVE

Employees in the Management unit receive 80 hours of administrative leave per year. Exempt employees in the following job classifications of Associate Engineer, Associate Planner, Executive Assistant, HR Management Analyst, Assistant Public Works Superintendent, Recreation Supervisor, Senior Systems Analyst and Recreation Coordinator receive 60 hours of administrative leave.

LIFE INSURANCE/ACCIDENTAL DEATH & DISMEMBERMENT

The City of San Carlos pays basic life insurance coverage up to \$200,000 for employees. Accident Death & Dismemberment Insurance is available to all regular employees.

**EMPLOYEE ASSISTANCE PROGRAM**

The City of San Carlos provides an employee assistance program for employees and their dependents.

VACATION/HOLIDAY/SICK LEAVE

Employees accrue 12 to 25 days of vacation per year depending upon length of service, up to 12 days of sick leave and receive 11 (eleven) paid holidays per year.

LONG TERM DISABILITY/WORKERS' COMPENSATION INSURANCE

The City of San Carlos provides workers' compensation and long term disability insurance for employees.

RETIREMENT

The City is part of the California Public Employee's Retirement System. The benefit tiers are: PERS 2.7% @ 55 for civilian employees hired before March 16, 2009; 2.5% @ 55 for civilian employees hired on or after March 16, 2009 but before April 22, 2012; 2% @ 55 for civilian employees hired on or after April 22, 2012 but before January 1, 2013 or Classic member as defined by CalPERS; 2% @ 62 for new members as defined by CalPERS hired on or after January 1, 2013; and 2% @ 50 for Public Safety/Fire Department Employees; and 2.7% @ 57 for new Safety/Fire members as defined by CalPERS hired on or after January 1, 2013.

LONGEVITY PAY

The City provides a longevity recognition program for employees who have completed at least 10 years of continuous City service and retired from PERS. This benefit has been eliminated and no employees hired on or after January 1, 2009 is eligible for the longevity benefits.

COMMUTER BENEFIT REIMBURSEMENT

Employees who work a minimum of 20 hours per week may participate in the Commuter Benefit Reimbursement plan on a pre-tax contribution basis up to \$325 per month for transit passes and van pool services and up to \$325 per month for qualified parking expenses in 2025. The City contributes up to \$225 per year per employee toward a commuter benefit program which would also be subject to the IRS allowable maximums, for the Management and Confidential units.

HEALTH CARE & DEPENDENT CARE REIMBURSEMENT ACCOUNTS (FLEXIBLE SPENDING ACCOUNTS)

Employees can contribute an anticipated amount for eligible health care up to \$3,300 per calendar year and up to \$5,000 per calendar year for eligible dependent care (for 2025). Money in the reimbursement accounts must be used by the end of the calendar year. Up to \$660 of unused money in a health care reimbursement account can be carried over to the following plan year.

457(b) DEFERRED COMPENSATION

Employees can contribute up to \$23,500 of pre-tax dollars towards a 457(b) deferred compensation plan per year (in 2025). Employees age 50 or older may contribute up to an additional \$7,500 for a total of \$31,000 per year (in 2025). Employees between ages 60-63 may contribute up to an additional \$11,250 for a total of \$34,750 per year (in 2025). The City provides a contribution to an employee's deferred compensation account in an amount equal to the employee's contribution at a ratio of 1:1, to a maximum of \$225 per month for Confidential Group, AFSCME and Teamsters Units and a maximum of \$400 per month for Management Group.

STATE DISABILITY INSURANCE (SDI)

Employees in the Confidential Group, Management Group, and Teamsters Unit are eligible for partial wage replacement benefits if they are unable to work due to a non-work related illness, injury, or pregnancy. SDI contributions are paid for through employee payroll deductions.



CITY OF SAN CARLOS CALPERS PENSION PLAN ANALYSIS

The City has seven different pension plans in the CalPERS system that can be grouped into three general categories: miscellaneous employees; safety employees; and the City's remaining obligations related to the dissolution of the Belmont San Carlos Fire Department (BSCFD).

A pension plan's obligations are the dollar value of the benefits that have been promised by the plan and earned by the employees and retirees. An unfunded liability occurs when the benefits owed to current and future retirees exceeds the amount of money that has already been contributed or the plan's current assets.

Based on the last CalPERS actuarial reports dated July 2024, the City had a total pension obligation of \$211.9 million offset by the City's Plan market value of assets totaling \$148.5 million, leaving an unfunded balance of approximately \$63.3 million.

	Misc Plan	Safety Plan	BSCFD Plan*	Total All Plans
Total Gross Accrued Liability (AL)	93,425,701	61,977,007	56,451,766	\$ 211,854,474
Plan's Market Value of Assets (MVA) (funded portion) **	76,179,353	38,636,056	37,695,551	152,510,960
Unfunded Accrued Liability (UAL) (AL-MVA)	17,246,348	23,340,951	18,756,215	59,343,514
Funded Ratio (MVA/AL)	81.54%	62.34%	66.77%	71.99%
*BSCFD Plan numbers reflect San Carlos portion (52.9%) only				
**includes \$4m payment in FY 2024-25				

The annual amount of contribution is determined through an actuarial analysis. The Plan actuary determines the cost associated with new benefits earned that year (normal cost) plus any additional amount that might be required to make up shortfalls that have developed over time. This amount is called the "annual required contribution" (ARC). The ARC amounts are incorporated into the annual operating budget. The normal cost is paid based on a percentage of the employee's payroll. The remaining part of the ARC is the amount required to pay down the unfunded accrued liability (UAL) and is paid in one payment at the beginning of July.

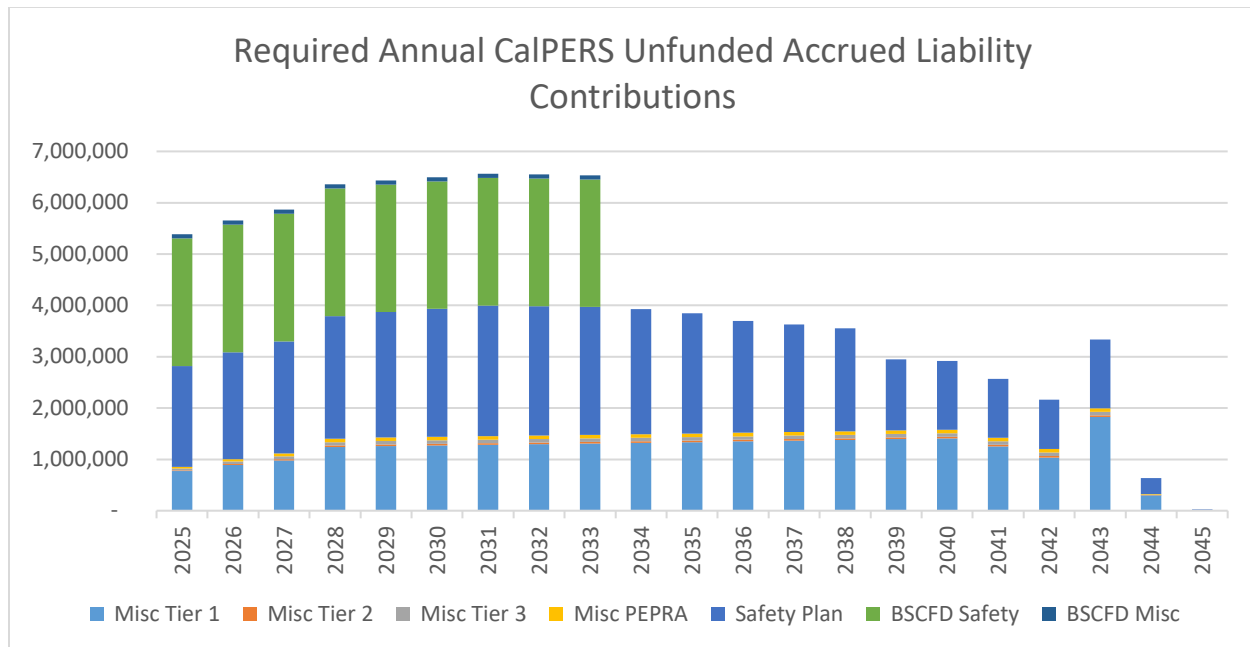
The CalPERS Public Employees' Retirement Fund (PERF) has experienced fluctuations in returns over the last several years. In addition to the volatility in the returns, the CalPERS Board has made changes to the discount rate assumptions. Both factors drive the annual pension obligations of the City.

The City also continues to pay for 52.9% of the unfunded liabilities of the BSCFD. Since this is an inactive plan, it will be fully paid off or closed in FY 2033-34. However, this means that any volatility or changes in the assumption rates will be reset over the remaining years, which will decrease as we approach FY 2033-34. Assuming CalPERS has 0% investment returns in FY 2024-25, the BSCFD unfunded liability is projected to increase by \$5.8 million. This additional cost would be amortized over a shorter period and would increase our costs beginning in FY 2027-28 by \$828,000. Since we share these costs with the City of Belmont, any prepayment would need to be coordinated and may not be feasible.

The City Council has previously approved one-time payments in the amount of \$5 million in FY



2017-18, \$7 million in FY 2019-20, \$3 million in FY 2023-24, and \$4 million in FY 2024-25 to reduce the long-term obligations that are impacted by the changes in the discount rate and investment returns in the CalPERS PERF.



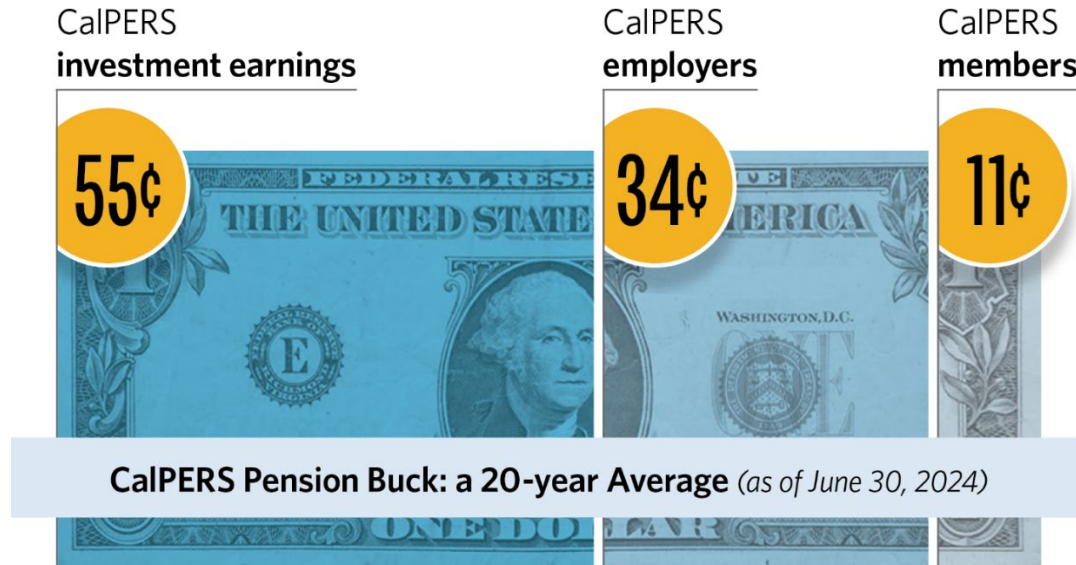
While the City pays a portion of the pension costs, the largest contribution comes from CalPERS' investments, with additional funding from employee contributions. Statewide, some workers currently contribute up to 17% of their paychecks to help fund their own pensions. In San Carlos, non-sworn employees contribute between 7-8% and sworn employees contribute 14%.

The "CalPERS Pension Buck" below illustrates the sources of income that fund public employee pensions.

Based on a 20-year average ending June 30, 2024, for every dollar CalPERS pays in pensions:

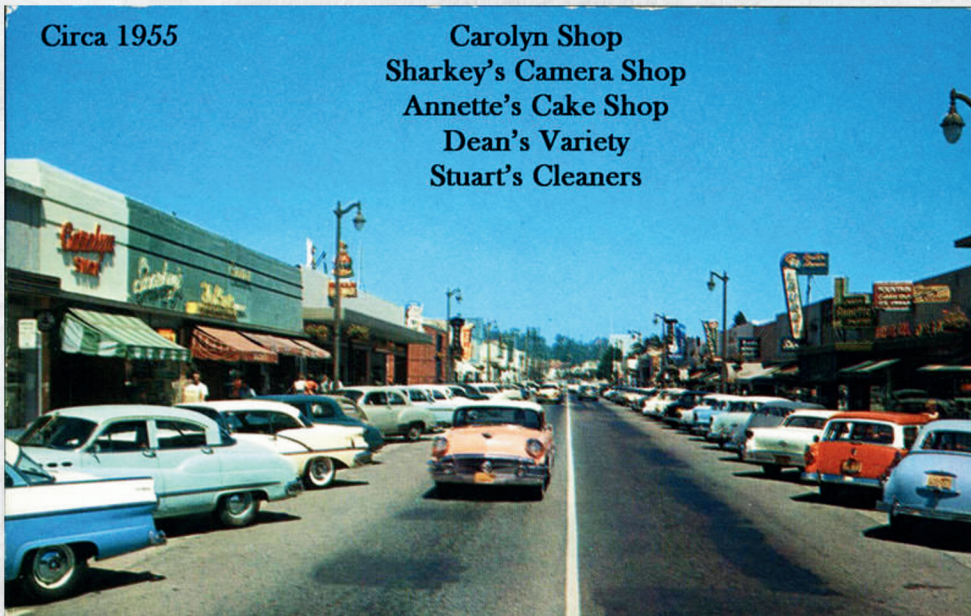
- 55 cents from investment earnings
- 34 cents from employer contributions
- 11 cents from employee contributions

In other words, 66 cents out of every public employee pension dollar is funded by CalPERS' own investment earnings and member contributions. In the fiscal year ended June 2024, CalPERS paid out more than \$32 billion in pension benefits.



Source: CalPERS website <https://www.calpers.ca.gov/about/organization/facts-at-a-glance/pension-buck>

SAN CARLOS THROUGH THE YEARS - 1950S



Circa 1955

Carolyn Shop
Sharkey's Camera Shop
Annette's Cake Shop
Dean's Variety
Stuart's Cleaners

SC Nose Count Nears Windup

SAN CARLOS — Were you missed in the special census conducted in San Carlos?

If so, just fill out the form appearing on this page and mail it to the census supervisor, San Carlos City Hall, San Carlos, Calif.

The supervisor, Jack W. Traverse, today began winding up the special count of San Carlos residents and announced he will have a preliminary figure available tomorrow night or, at the latest, Saturday morning.

The special census was ordered by the San Carlos City Council last fall to find out how many more residents there are than the 14,371 citizens counted here in 1950.

Traverse indicated yesterday the new figure may reach upwards of 18,000, giving the city about \$7.40 more for each person above the 14,371 figure in lieu of state and gas tax refunds from the state.

Sewage Problem To Receive Study

SAN CARLOS—The San Carlos city administration, which has adopted a rule refusing sewage service to unincorporated fringe areas, today had under study a request from the San Mateo County district attorney to deviate from that policy.

Dist. Atty Louis B. Demattei communicated with the city council last night, declaring the board of supervisors had been advised the Palomar Park area outside the city limits with its septic tanks is a health menace.

He asked for an expression from the city on whether this area can be served by the San Carlos-Belmont Sewage Disposal plant.

Councilmen referred the letter to City Engineer Edwin H. Smith and City Admr. Harry L. Grant for study and recommendation.

Page 2—Redwood City (Cal.) Tribune, Fri., Nov. 12, 1954

SC Disaster Council Ordered Reactivated

SAN CARLOS—The city council last night ordered reactivated the San Carlos Disaster Council, which has lain dormant and inoperative the past three years.

Purpose of the reactivation is to join with state civil defense officials in conducting a survey of how best to

SC Stores To Remain Open at Night

San Carlos was ready this week to welcome the Yuletide in proper fashion, Carl Hagenah, Christmas lighting chairman, said.

With most of the holiday strings of lights turned on San Carlos Ave. and Laurel St. this evening, San Carlos merchants began to note a sudden upsurge in Christmas buying. When the sun turned on just as suddenly on Saturday, stores were crowded with shoppers.

Merchants in San Carlos will continue to keep their stores open for business until 9 o'clock each week night from now on until Christmas. The post office, Mrs. Mary K. Davis, postmaster, announced, will be open each evening until 9 o'clock until 4:30 p.m. on Saturdays, and from 10 a.m. to 1 p.m. each Sunday.

"Mail early" was the emphatic request made by Mrs. Davis.

"care for 'refugees from San Francisco' in case it becomes necessary to evacuate the metropolitan area in event of a hydrogen bomb attack."

Deputy Civil Defense Director Fred Prince explained it this way last night:

"The H-bomb explosion changed defense theory from building shelters to dispersal... getting the thousands upon thousands out of the metropolitan areas."

He said a "pilot study," aimed at determining the capacity which San Mateo County could absorb in the event of such an attack, will start Nov. 29 with state officials hosting a "kick-off" breakfast that day.

The study deals with determining the housing capacity, or how best the displaced San Franciscans could double up in an emergency with Peninsula families.

It will be the job of the San Carlos Disaster Council and the air raid wardens, whom Prince is busy organizing, to help conduct the survey, covering about 10 per cent of all San Carlos residences.

Some of the more important factors to be determined, Prince indicated, are the capacities of motels in the area, restaurants and what clothing might be available through local outlets.

Prince plans to hold the first meeting of the disaster council next week, and last night issued a plea for civic organizations to join in the work ahead.

\$135,356 Street Project Would Doom Trees

SAN CARLOS—Barring a major protest, the eucalyptus trees lining San Carlos Avenue are to be felled and the street widened and resurfaced from Beverly Drive to the north city limits.

Cost of the major improvements, long sought by San Carlos residents, was estimated last night by City Engineer Edwin H. Smith at \$135,356.

The city plans to contribute \$33,500 from gas tax funds to the assessment district since the street is one of major importance leading to Carlmont High School in Belmont.

This leaves \$101,856 in costs to be borne by residents of San Carlos Avenue, more than 60 per cent of whom petitioned for the improvement.

Besides tree removal and resurfacing, curbs are to be installed on both sides of the street and provisions are made for drainage facilities.

The sidewalk issue may cause some protests. During discussions on creation of the assessment district residents have been unable to agree whether

the sidewalks should be installed on both sides or only one side of the street.

Properties will be assessed, Smith estimates, at the rate of \$10 per front foot for paving the 40-foot streets, \$2 per foot for drainage, and \$75 per residential lot for additional drainage facilities.

San Carlos Avenue, this city's main feeder to the residential areas and the main southern entrance to Carlmont High School, has been in disrepair for years.

The city council set 8 p.m. Wednesday, March 23, as the time and date for a protest hearing on the project instigated by petition of more than 60 per cent of the residents living along San Carlos Avenue.

LOOK CABINETS
MADE TO ORDER

SPECIALIZING IN KITCHEN CABINETS
Beautifully Designed Cabinets
Require Master Craftsmanship
CUSTOM BUILT TO YOUR NEEDS

MODERNIZE YOUR HOME
Give Your Kitchen That Added Cabinet Space
BUILD IN HOODS — LIBRARIES — SHELVES

FURNITURE REPAIRED
STORE & BAR FIXTURES DESIGNED
FREE ESTIMATES

LYtell 3-9468
960 AMERICAN • SAN CARLOS

HUNTER'S
WOODWORKING SHOP

Catering
for Every
Occasion

For a successful party anywhere, anytime, put your catering problems up to us. You can be sure of the finest foods, skillfully prepared, beautifully served... at sensible prices!

SIGRID CATERING
1371 Laurel, San Carlos
LYtell 3-4566 If no answer, Lombard 4-2318



PERSONNEL SUMMARY

Classification	Revised Budget 2022-23	Audited Budget 2023-24	Projected Budget 2024-25	Proposed Budget 2025-26	Proposed Budget 2026-27
FULL TIME EQUIVALENT EMPLOYEES					
Accountant ¹	1.00	1.00	1.00	1.00	1.00
Accounting Technician II ²	1.00	2.00	2.00	2.00	2.00
Administrative Assistant ³	5.00	4.00	4.00	4.00	4.00
Administrative Services Director	1.00	1.00	1.00	1.00	1.00
Assistant Building Official ⁴	0.00	1.00	1.00	1.00	1.00
Assistant City Manager	1.00	1.00	1.00	1.00	1.00
Assistant Community Development Director ⁵	1.00	1.00	1.00	1.00	1.00
Assistant Planner	1.00	1.00	1.00	1.00	1.00
Assistant Public Works Director ⁶	0.00	0.00	1.00	1.00	1.00
Associate Engineer ⁷	3.00	3.00	3.00	3.00	3.00
Associate Planner ⁸	2.00	2.00	2.00	2.00	2.00
Building Inspector II ⁹	4.00	4.00	4.00	4.00	4.00
Building Official	1.00	1.00	1.00	1.00	1.00
City Attorney ¹⁰	0.00	1.00	1.00	1.00	1.00
City Clerk/Community Relations Director	1.00	1.00	1.00	1.00	1.00
City Engineer	1.00	1.00	1.00	1.00	1.00
City Manager	1.00	1.00	1.00	1.00	1.00
Civil Engineering Assistant ¹¹	1.00	1.00	1.00	2.00	2.00
Civil Engineering Technician	1.00	1.00	1.00	1.00	1.00
Communications Coordinator ¹²	1.00	0.00	0.00	0.00	0.00
Communications Manager ¹³	1.00	1.00	1.00	1.00	1.00
Community Development Director	1.00	1.00	1.00	1.00	1.00
Cook ¹⁴	1.00	1.00	1.00	1.00	1.00
Deputy City Clerk ¹⁵	0.00	1.00	1.00	1.00	1.00
Economic Development Coordinator	1.00	1.00	1.00	1.00	1.00
Economic Development/Housing Manager	1.00	1.00	1.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00	1.00	1.00
Financial Services Manager	1.00	1.00	1.00	1.00	1.00
Fire Prevention Officer	1.00	1.00	1.00	1.00	1.00
Human Resources Management Analyst	1.00	1.00	1.00	1.00	1.00
Human Resources Manager	1.00	1.00	1.00	1.00	1.00
Information Technology Manager	1.00	1.00	1.00	1.00	1.00
Legal Secretary ¹⁶	0.00	1.00	1.00	1.00	1.00
Maintenance Worker	10.00	10.00	10.00	10.00	10.00
Management Analyst ¹⁷	3.00	4.00	4.00	4.00	4.00
Mechanic ¹⁸	1.00	0.00	0.00	0.00	0.00
Parks and Recreation Director	1.00	1.00	1.00	1.00	1.00
Permit Technician ¹⁹	1.00	1.00	1.00	1.00	1.00
Planning Manager	1.00	1.00	1.00	1.00	1.00
Principal Engineer ²⁰	0.00	1.00	1.00	1.00	1.00
Principal Planner	1.00	1.00	1.00	1.00	1.00
Public Works Assistant Superintendent ²¹	1.00	1.00	2.00	2.00	2.00
Public Works Director	1.00	1.00	1.00	1.00	1.00
Public Works Inspector ²²	2.00	2.00	2.00	1.00	1.00
Public Works Superintendent	1.00	1.00	1.00	1.00	1.00
Recreation Coordinator	5.00	5.00	5.00	5.00	5.00
Recreation Manager ²³	1.00	1.00	1.00	1.00	1.00
Recreation Supervisor ²⁴	2.00	2.00	2.00	3.00	3.00
Senior Accountant	2.00	2.00	2.00	2.00	2.00
Senior Administrative Clerk ²⁵	4.00	4.00	4.00	4.00	4.00
Senior Building Inspector ²⁶	1.00	0.00	0.00	0.00	0.00
Senior Engineer ²⁷	1.00	0.00	0.00	0.00	0.00
Senior Facility Attendant	1.00	1.00	1.00	1.00	1.00
Senior Maintenance Worker ²⁸	10.00	10.00	10.00	10.00	10.00
Senior Management Analyst ²⁹	3.00	3.00	4.00	4.00	4.00
Senior Mechanic ³⁰	0.00	1.00	1.00	1.00	1.00



PERSONNEL SUMMARY

Classification	Revised Budget 2022-23	Audited Budget 2023-24	Projected Budget 2024-25	Proposed Budget 2025-26	Proposed Budget 2026-27
Senior Planner ³¹	2.00	2.00	2.00	2.00	2.00
Senior Sustainability Analyst ³²	1.00	1.00	0.00	0.00	0.00
Senior Systems Analyst	1.00	1.00	1.00	1.00	1.00
Senior Traffic Engineer ³³	1.00	1.00	1.00	1.00	1.00
Systems Analyst	2.00	2.00	2.00	2.00	2.00
TOTAL REGULAR FULL-TIME EMPLOYEES	98.00	101.00	103.00	104.00	104.00
ELECTED & APPOINTED OFFICIALS					
City Council	5.00	5.00	5.00	5.00	5.00
City Treasurer	1.00	1.00	1.00	1.00	1.00
TOTAL ELECTED AND APPOINTED OFFICIALS	6.00	6.00	6.00	6.00	6.00
PART-TIME FUNDING BY DEPARTMENT					
Recreation Division	431,500	580,867	583,350	564,300	588,100
Sewer Fund	7,500	0	7,900	8,000	8,100
TOTAL PART-TIME FUNDING BY DEPARTMENT	\$439,000	\$580,867	\$591,250	\$572,300	\$596,200

¹ Accountant position upgraded from Account Technician II position on the October 24, 2022 Council Meeting as a part of succession planning efforts to offer growth opportunities and reduce high turnover rate in this position

² Account Technician II position added in FY2023-24 to support the increased volume

³ Administrative Assistant position in the Public Works Department added in FY2022-23 to support administrative duties in the Engineering Division; Administrative Assistant position in the City Clerk's Department upgraded to Deputy City Clerk in FY2023-24 to provide City Clerk with support requiring greater depth of skill and expertise above and beyond basic clerical functions

⁴ Assistant Building Official position upgraded from Senior Building Inspector position in FY2023-24 in order to assume a lead role with large scale development projects as well as assisting the Building Official with training and coordination of field inspections and mentoring of field inspectors and permit technicians

⁵ Assistant Community Development Director added in FY2022-23 to assist and implement at least 5 to 10 years of anticipated work in the Community Development Department

⁶ Assistant Public Works Director added FY2024-25 to assist the Public Works Director with the Engineering Division

⁷ Associate Engineer position added in FY2022-23 to support the increasing number of Capital Improvement Program projects

⁸ Associate Planner position added in FY2022-23 to support the Advance Planning Division

⁹ Building Inspector II positions upgraded to Senior Building Inspector in FY2021-22 to assist with large scale development projects, electronic plan review, and assist the Building Official with training and coordination of field inspections; Building Inspector II position added in FY2022-23 to assist with ongoing resident projects, minor tenant improvement projects, permit intake, and electronic plan review

¹⁰ City Attorney position converted from a contract position to a full time in house position in FY2023-24 to support increasing legal services

¹¹ Civil Engineering Assistant position eliminated in FY2020-21 as a cost saving measure, and restored in FY2021-22 to support the increasing commercial development applications. One Civil Engineering Assistant position was reclassified from Public Works Inspector position in FY2025-26 in order to meet the increasing CIP project demands

¹² Communications Coordinator position added in FY2022-23 to support communications and outreach efforts and upgraded to Management Analyst in FY2023-24 to better represent the full scope of services provided by the Communications Coordinator

¹³ Communications Manager position upgraded from the Management Analyst position in the City Manager's Department in FY2022-23 to support the increasing demand for City communication in the department

¹⁴ Cook position upgraded from Part Time to Full Time in FY2022-23 to support the expansion of the Adult Community Center Lunch Program

¹⁵ Deputy City Clerk position added FY2023-24 to provide City Clerk with support requiring greater depth of skill and expertise above and beyond basic clerical functions

¹⁶ Legal Secretary position added in FY2023-24 to support the full time in house City Attorney

¹⁷ Management Analyst positions in the City Manager upgraded to Communications Manager and Senior Sustainability Coordinator in FY2022-23; Management Analyst position added to the Administrative Services Department in FY2022-23 to support the increasing needs in the department; Management Analyst position in the City Manager's Office reclassified from Communications Coordinator position in FY2023-24 to better represent the full scope of services provided by the Communications Coordinator

¹⁸ Mechanic position upgraded to Senior Mechanic position in FY2023-24 to support the transition from internal combustion engines to an EV platform which requires senior level skill set

¹⁹ Permit Technician position in the Public Works Department added in FY2022-23 to assist with ongoing permit application intake, minor tenant improvement projects, electronic plan review of residential solar and fire permit applications, and review of kitchen and bath remodel projects

²⁰ Principal Engineer position upgraded from the Senior Engineer position in FY2023-24 to manage and deliver Capital Improvement Program projects

²¹ 2nd Public Works Assistant Superintendent added in FY2024-25 to assist with Public Works Superintendent to oversee two of the four divisions in Public Works Maintenance Division

²² Public Works Inspector position added in FY2022-23 to support the increasing number of capital improvement projects; one Public Works Inspector position reclassified to a Civil Engineering

²³ Recreation Manager position downgraded to the Recreation Supervisor position in FY2020-21 as a cost savings measure, and upgraded from the Recreation Supervisor position in FY2022-23

²⁴ Recreation Supervisor position downgraded from the Recreation Manager position in FY2020-21 as a cost saving measure but upgraded to the Recreation Manager position in FY2022-23 to support the growth of the department and impending staff transitions; another Recreation Supervisor position added in FY2020-21 on the April 12th, 2021 Council Meeting to support the coordination and management of special events; the third Recreation Supervisor position added in FY2025-26 to oversee Youth Development and Athletics

²⁵ Senior Administrative Clerk position in Planning Division eliminated in FY2020-21 as a cost saving measure; Senior Administrative Clerk position in Advance Planning Division was eliminated in FY2020-21, and restored in FY2021-22 to support the management of long-range planning projects; Senior Administrative Clerk position in Parks & Recreation eliminated in FY2020-21 as a cost saving measure but restored in FY2021-22 to support administrative duties in the Parks and Recreation Department; Senior Administrative Clerk position in Current Planning Division added in FY2022-23 to provide administrative support in the division

²⁶ Senior Building Inspector upgraded from Building Inspector II in FY2021-22 to assist with large scale development projects, electronic plan review, and assist the Building Official with training and coordination of field inspections; and upgraded to Assistant Building Official in FY2023-24 in order to assume a lead role with large scale development projects as well as assist the Building Official with training and coordination of field inspections and mentoring of field inspectors and permit technicians

²⁷ Senior Engineer position upgraded to Principal Engineer position in FY2023-24 to manage and deliver Capital Improvement Program projects

²⁸ Two Senior Maintenance Worker positions added in FY2022-23 to support parking lot maintenance and open space maintenance

²⁹ A Senior Management Analyst position reclassified from the Senior Sustainability Specialist position on the January 27th, 2025 Council meeting, and position moved from the City Manager's Office to the Community Development Department

³⁰ Senior Mechanic position upgraded from Mechanic in FY2023-24 to support the transition from internal combustion engines to an EV platform which requires senior level skill set

³¹ Senior Planner position was eliminated in FY2020-21 as a cost saving measure and restored FY2021-22 to help manage long-range planning projects; another Senior Planner position added in FY2022-23 to provide support to the Current Planning Division

³² Senior Sustainability Analyst position in the City Manager's Department added in FY2022-23 to support the implementation of the Climate Mitigation and Adaptation Plan ("CMAP"). Position was reclassified from the Senior Sustainability Analyst on the January 27, 2025 Council Meeting, and moved from the City Manager's Office to the Community Development Department

³³ Senior Traffic Engineer added in FY2022-23 to better respond to traffic calming request and to manage mobility and transportation infrastructure projects and initiatives



PERSONNEL SUMMARY BY DEPARTMENT

Classification	Revised Budget FY22-23	Audited Budget FY23-24	Projected Budget FY24-25	Proposed Budget FY25-26	Proposed Budget FY26-27
FULL TIME EQUIVALENT EMPLOYEES BY DEPARTMENT					
CITY MANAGER'S OFFICE					
CITY MANAGER - 01111000					
City Manager	1.00	1.00	1.00	1.00	1.00
Assistant City Manager	1.00	1.00	1.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00	1.00	1.00
Senior Management Analyst	1.00	1.00	1.00	1.00	1.00
Communications Coordinator	1.00	0.00	0.00	0.00	0.00
Communications Manager	1.00	1.00	1.00	1.00	1.00
Senior Sustainability Analyst	1.00	1.00	0.00	0.00	0.00
Management Analyst	0.00	1.00	1.00	1.00	1.00
TOTAL CITY MANAGER'S OFFICE	7.00	7.00	6.00	6.00	6.00
CITY CLERK - 01121000					
City Clerk/Community Relations Director	1.00	1.00	1.00	1.00	1.00
Deputy City Clerk	0.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	0.00	0.00	0.00	0.00
TOTAL CITY CLERK	2.00	2.00	2.00	2.00	2.00
CITY ATTORNEY- 01151000					
City Attorney	0.00	1.00	1.00	1.00	1.00
Legal Secretary	0.00	1.00	1.00	1.00	1.00
TOTAL CITY ATTORNEY	0.00	2.00	2.00	2.00	2.00
COMMUNITY DEVELOPMENT - ADMINISTRATION					
Community Development Director	1.00	1.00	1.00	1.00	1.00
Assistant Community Development Director	1.00	1.00	1.00	1.00	1.00
Senior Management Analyst	1.00	1.00	2.00	2.00	2.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
TOTAL ADMINISTRATION DIVISION	4.00	4.00	5.00	5.00	5.00
BUILDING DIVISION - 01181000					
Building Official	1.00	1.00	1.00	1.00	1.00
Assistant Building Official	0.00	1.00	1.00	1.00	1.00
Senior Building Inspector	1.00	0.00	0.00	0.00	0.00
Building Inspector II*	4.00	4.00	4.00	4.00	4.00
Permit Technician	1.00	1.00	1.00	1.00	1.00
Management Analyst	1.00	1.00	1.00	1.00	1.00
TOTAL BUILDING DIVISION	8.00	8.00	8.00	8.00	8.00
*Position underfilled					
ECONOMIC DEVELOPMENT DIVISION - 01640033					
Economic Development & Housing Manager	1.00	1.00	1.00	1.00	1.00
Economic Development Coordinator	1.00	1.00	1.00	1.00	1.00
TOTAL ECONOMIC DEVELOPMENT DIVISION	2.00	2.00	2.00	2.00	2.00
PLANNING DIVISION - 01191000					
Principal Planner	1.00	1.00	1.00	1.00	1.00
Senior Planner	1.00	1.00	1.00	1.00	1.00
Assistant Planner	1.00	1.00	1.00	1.00	1.00
Associate Planner	1.00	1.00	1.00	1.00	1.00
Senior Administrative Clerk	1.00	1.00	1.00	1.00	1.00
TOTAL PLANNING DIVISION	5.00	5.00	5.00	5.00	5.00



PERSONNEL SUMMARY BY DEPARTMENT

Classification	Revised Budget FY22-23	Audited Budget FY23-24	Projected Budget FY24-25	Proposed Budgeted FY25-26	Proposed Budget FY26-27
ADVANCED PLANNING DIVISION - 01191001					
Planning Manager	1.00	1.00	1.00	1.00	1.00
Senior Planner	1.00	1.00	1.00	1.00	1.00
Associate Planner	1.00	1.00	1.00	1.00	1.00
Senior Administrative Clerk	1.00	1.00	1.00	1.00	1.00
TOTAL ADVANCED PLANNING DIVISION	4.00	4.00	4.00	4.00	4.00
ADMINISTRATIVE SERVICES					
ADMINISTRATIVE SERVICES - 01210000					
Administrative Services Director	1.00	1.00	1.00	1.00	1.00
Senior Management Analyst	1.00	1.00	1.00	1.00	1.00
Management Analyst	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
TOTAL ADMINISTRATIVE SERVICES	4.00	4.00	4.00	4.00	4.00
FINANCE DIVISION - 01211000					
Financial Services Manager	1.00	1.00	1.00	1.00	1.00
Senior Accountant	2.00	2.00	2.00	2.00	2.00
Accountant	1.00	1.00	1.00	1.00	1.00
Accounting Technician II	1.00	2.00	2.00	2.00	2.00
Accounting Technician I	0.00	0.00	0.00	0.00	0.00
TOTAL FINANCE DIVISION	5.00	6.00	6.00	6.00	6.00
HUMAN RESOURCES DIVISION - 01212000					
Human Resources Manager	1.00	1.00	1.00	1.00	1.00
Human Resources Management Analyst	1.00	1.00	1.00	1.00	1.00
TOTAL HUMAN RESOURCES DIVISION	2.00	2.00	2.00	2.00	2.00
INFORMATION TECHNOLOGY DIVISION - 01213000					
Information Technology Manager	1.00	1.00	1.00	1.00	1.00
Senior Systems Analyst	1.00	1.00	1.00	1.00	1.00
Systems Analyst	2.00	2.00	2.00	2.00	2.00
TOTAL INFORMATION TECHNOLOGY DIVISION	4.00	4.00	4.00	4.00	4.00
FIRE DEPARTMENT - 01491031					
Fire Prevention Officer	1.00	1.00	1.00	1.00	1.00
TOTAL FIRE	1.00	1.00	1.00	1.00	1.00
PUBLIC WORKS DEPARTMENT					
PUBLIC WORKS ENGINEERING DIVISION - 01511000					
Public Works Director	1.00	1.00	1.00	1.00	1.00
Assistant Public Works Director	0.00	0.00	1.00	1.00	1.00
City Engineer	1.00	1.00	1.00	1.00	1.00
Principal Engineer	0.00	1.00	1.00	1.00	1.00
Senior Engineer	1.00	0.00	0.00	0.00	0.00
Senior Traffic Engineer	1.00	1.00	1.00	1.00	1.00
Associate Engineer*	3.00	3.00	3.00	3.00	3.00
Public Works Inspector	2.00	2.00	2.00	1.00	1.00
Civil Engineering Assistant	1.00	1.00	1.00	2.00	2.00
Management Analyst	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
TOTAL PUBLIC WORKS ENGINEERING	12.00	12.00	13.00	13.00	13.00
*Position underfilled					
FLEET MAINTENANCE DIVISION - 01531000					
Mechanic	1.00	0.00	0.00	0.00	0.00
Senior Mechanic	0.00	1.00	1.00	1.00	1.00
TOTAL FLEET MAINTENANCE	1.00	1.00	1.00	1.00	1.00

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PERSONNEL SUMMARY BY DEPARTMENT

Classification	Revised Budget FY22-23	Audited Budget FY23-24	Projected Budget FY24-25	Proposed Budget FY25-26	Proposed Budget FY26-27
PARKS DEPARTMENT					
PARKS ADMINISTRATION - 01701000					
Parks and Recreation Director	1.00	1.00	1.00	1.00	1.00
Recreation Manager	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
TOTAL PARKS ADMINISTRATION	3.00	3.00	3.00	3.00	3.00
RECREATION DIVISIONS - 01721000 - 01771000					
Recreation Supervisor	2.00	2.00	2.00	3.00	3.00
Recreation Coordinator	5.00	5.00	5.00	5.00	5.00
Senior Administrative Clerk	1.00	1.00	1.00	1.00	1.00
Senior Facility Attendant	1.00	1.00	1.00	1.00	1.00
Cook	1.00	1.00	1.00	1.00	1.00
TOTAL RECREATION DIVISIONS	10.00	10.00	10.00	11.00	11.00
PARK MAINTENANCE DIVISION - 01711000					
Public Works Superintendent	1.00	1.00	1.00	1.00	1.00
Public Works Assistant Superintendent	0.00	0.00	1.00	1.00	1.00
Senior Maintenance Worker	5.00	5.00	5.00	5.00	5.00
TOTAL PARK MAINTENANCE	6.00	6.00	7.00	7.00	7.00
BUILDING MAINTENANCE DIVISION 01712000 - 01718000					
Senior Maintenance Worker	3.00	3.00	3.00	3.00	3.00
TOTAL BUILDING MAINTENANCE	3.00	3.00	3.00	3.00	3.00
SEWER FUND - 06631000					
Public Works Assistant Superintendent	1.00	1.00	1.00	1.00	1.00
Civil Engineering Technician	1.00	1.00	1.00	1.00	1.00
Senior Maintenance Worker	2.00	2.00	2.00	2.00	2.00
Maintenance Worker	10.00	10.00	10.00	10.00	10.00
Senior Administrative Clerk	1.00	1.00	1.00	1.00	1.00
TOTAL SEWER FUND	15.00	15.00	15.00	15.00	15.00
TOTAL REGULAR FULL-TIME EMPLOYEES	98.00	101.00	103.00	104.00	104.00
CONTRACT POSITIONS:					
LEGAL SERVICES					
Burke, Williams, & Sorenson, LLP					
City Attorney	1.00	0.00	0.00	0.00	0.00
TOTAL LEGAL SERVICES CONTRACT	1.00	0.00	0.00	0.00	0.00
LAW ENFORCEMENT SERVICES					
San Mateo County Sheriff's Office					
Police Chief/Captain	0.80	0.80	0.80	0.80	0.80
Deputy	12.00	12.00	12.00	12.00	12.00
Motorcycle Deputy	2.00	2.00	2.00	2.00	2.00
Detective	2.00	2.00	2.00	2.00	2.00
General Sergeant	4.00	4.00	4.00	4.00	4.00
Administrative Sergeant	1.00	1.00	1.00	1.00	1.00
Community Service Officer	6.00	6.00	6.00	6.00	6.00
Administrative Secretary III	0.00	0.00	0.00	0.00	0.00
Management Analyst	1.00	1.00	1.00	1.00	1.00
Criminal Records Technician	1.00	1.00	1.00	1.00	1.00
TOTAL POLICE SERVICES CONTRACT	29.80	29.80	29.80	29.80	29.80



PERSONNEL SUMMARY BY DEPARTMENT

Classification	Revised Budget FY22-23	Audited Budget FY23-24	Projected Budget FY24-25	Proposed Budget FY25-26	Proposed Budget FY26-27
FIRE AND EMERGENCY OPERATIONS SERVICES					
City of Redwood City Fire Department					
Fire Chief	0.25	0.25	0.25	0.25	0.25
Deputy Fire Chief	0.66	0.66	0.66	0.66	0.66
Battalion Chief	1.00	1.00	1.00	1.00	1.00
Fire Marshal	0.33	0.33	0.33	0.33	0.33
Fire Prevention Admin	0.33	0.33	0.33	0.33	0.33
Deputy Fire Marshal	0.00	0.00	0.00	0.00	0.00
Fire Prevention Officer	0.50	0.50	0.50	0.50	0.50
Training Battalion Chief	0.33	0.33	0.33	0.33	0.33
Fire Captain	6.00	6.00	6.00	6.00	6.00
Firefighter/Paramedics	6.00	6.00	6.00	6.00	6.00
Firefighters	6.00	6.00	6.00	6.00	6.00
Management Analyst	0.33	0.33	0.33	0.33	0.33
Administrative Assistant	0.33	0.33	0.33	0.33	0.33
TOTAL FIRE SERVICES CONTRACT	22.06	22.06	22.06	22.06	22.06
DISPATCH SERVICES					
SM County Communications Office					
Communications Officer	4.00	4.00	4.00	4.00	4.00
TOTAL DISPATCH SERVICES CONTRACT	4.00	4.00	4.00	4.00	4.00
PARKS MAINTENANCE					
Landscape Providers					
Maintenance Worker	3.10	3.10	3.10	3.10	3.10
Irrigation Specialist	0.40	0.40	0.40	0.40	0.40
Spray Operator	0.10	0.10	0.10	0.10	0.10
Supervisor	0.40	0.40	0.40	0.40	0.40
TOTAL PARK MAINTENANCE CONTRACT	4.00	4.00	4.00	4.00	4.00
MEDIAN & OPEN SPACE MAINTENANCE					
Median Landscaper					
Maintenance Worker	2.00	2.00	2.00	2.00	2.00
Irrigation Specialist	0.20	0.20	0.20	0.20	0.20
Supervisor	0.20	0.20	0.20	0.20	0.20
Open Space Landscaper					
Maintenance Worker	1.50	1.50	1.50	1.50	1.50
TOTAL MEDIAN & OPEN SPACE CONTRACT	3.90	3.90	3.90	3.90	3.90
BUILDING MAINTENANCE					
Janitorial Services					
Janitor	5.00	5.00	5.00	5.00	5.00
Supervisor	0.00	0.00	0.00	1.00	1.00
TOTAL BUILDING MAINTENANCE CONTRACT	5.00	5.00	5.00	6.00	6.00
CITY PLANNING SERVICES					
Planning Contractor Services					
Sr. Planner	0.40	0.40	0.40	0.50	0.50
Principal Planner	0.80	0.80	0.80	0.50	0.50
Assistant Planner	1.00	1.00	1.00	2.00	2.00
Associate Planner	1.00	1.00	1.00	1.00	1.00
Planning Technician	1.00	1.00	1.00	0.25	0.25
Advance Planning Contractor Services					
Assistant Planner	0.00	0.00	0.00	1.00	1.00
Principal/Partner	0.00	0.00	0.00	0.20	0.20
TOTAL PLANNING CONTRACT	4.20	4.20	4.20	5.45	5.45

BUILDING SERVICES

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**PERSONNEL SUMMARY BY DEPARTMENT**

Classification	Revised Budget FY22-23	Audited Budget FY23-24	Projected Budget FY24-25	Proposed Budget FY25-26	Proposed Budget FY26-27
San Mateo County Code Enforcement					
Code Enforcement Officer	1.00	1.00	1.00	1.00	1.00
TOTAL BUILDING SERVICES CONTRACT	1.00	1.00	1.00	1.00	1.00

SAN CARLOS THROUGH THE YEARS - 1950S

San Carlos Has Surplus Of \$151,137, Audit Shows

San Carlos City Council last night found itself leading to the tune of \$151,137.23 in the race between expenditures and surplus funds.

Councilmen were handed the annual audit report compiled by C. G. Uhlenberg & Co., Redwood City certified public accountants, in which the unappropriated surplus gave the \$151,000 figure and assured the city fathers they would make it through another inflationary year.

The report also indicated the city has come a long way since 1933-34, just 17 years ago, when the percentage of those delinquent in their taxes hit a high mark of 26 per cent. In a year when the assessed valuation dropped from \$13,682,595 to \$13,401,038, councilmen found the percentage of those delinquent was only .84 per cent.

Only red mark on the cash balance was found in the weed abatement fund figure of \$1100.30. Councilmen hope to pick that up before the next fiscal year begins.

date of the audit report, there were 18 special assessment districts established by proceedings under the 1915 improvement act and eight of them are listed as "delinquent" and amounting to \$2454.43. These include, according to the report, the Harbor Addition, White Oaks sewers, Terminal Way sewers, White Oaks-San Carlos alleys, North Redwood sewers and Edgell storm drain.

Beverly Hills leads the pack with a delinquency figure of \$1087.64. Terminal Way is in the "place" position with \$708.94 and it's the Harbor Addition to "show" with \$438.61.

The city's indebtedness for general obligation bonds amounts to \$242,600, including \$220,000 on the San Carlos-Belmont Sewage Treatment plant. The city has hopes of getting some of that pared down providing the industrial area puts \$50,000 on the line to connect with the new sewage plant but Belmont, San Carlos and the industrial people appear far apart on agreement as to the maintenance costs at this time.

were the in lieu tax fund of \$44,545.97, the business license tax with \$42,080, traffic safety fund \$27,081.50, and building permits and inspection fees totalling \$18,716.60.

Total revenues come to \$328,247.46. Expenditures run \$296,323.28.

Cost of general government ran a poor third to "protection of persons and property" at \$125,073.05 and public works at \$80,005.08, leaving a surplus of \$31,924.18 at the end of the year.

In order to arrive at the total surplus, this figure was added to the \$119,213.05 in unappropriated funds found in the San Carlos cash register at the beginning of the year. This came to a grand total of \$151,137.23.

Under the heading "protection of persons and property," the leading spender of city money during the year, came such items as the police department at \$69,161.81, the fire department at \$46,426.46, the building inspector's office at \$8592.45, and smaller amounts for the pound service and civilian defense.

Leader in public works was the street department with \$47,784.78 while insurance and bond premium topped pay in federal government at \$13,613.25.

Road Linking Cities Gets Go-Ahead

The hatchet-burying powwow between the San Carlos and Redwood City administrations today began to bear fruit with San Carlos moving to get along with plans for improvements which will give the two cities an 80-foot wide main highway in the industrial area.

The meeting, held Monday night in San Carlos resulted last night in City Engineer Edwin H. Smith's acceptable recommendation that San Carlos proceed with her portion of the bargain.

Smith declared two initial steps would be necessary:

- (1) Name the road.
- (2) Designate the section in San Carlos, from Holly Street the south city limits as a major highway in order to become eligible to receive state financial assistance.

"Industrial Road" was the name suggested by Councilman James E. Price, and City Attorney Dennis Hession was instructed to prepare the proper resolutions for both purposes.

Visiting city councilmen of Redwood City Monday night indicated they would favor such a joint project, extending the road as far south as Whipple Avenue, providing assessment details could be worked out on an equitable basis.

San Carlos Statistics

SAN CARLOS (Sixth Class City)	
Incorporated	July 8, 1925
Official Census	
1940, 3,520; 1950, 14,371; 1953 (special) 16,881; 1955 (estimated), 20,000.	
Public Schools	Total Enrollment
San Carlos Elementary School	
District	3,089
Served by Carlmont High School	1,194
Sequoia Union High School	2,126
Parochial Schools	
St. Charles School (elementary)	401
Form of Government	
Council-Administrator	
Mayor: Cecil L. Ball	
City Administrator: Harry L. Grant	
Leading Industries	
Lenkurt Electric Company (920 employees), electronics.	
Dalmo Victor Corporation (417 employees), electronics.	
Varian Associates (325 employees),	

electronics.

Sierra Electronic Manufacturing Company (125 employees).

Color Television Inc. (75 employees), electronics.

Mathews Conveyor Company (120 employees).

Sequoia Manufacturing Company (80 employees), gas furnaces.

Trans-Pak, Inc. (10 employees), fabricating plastics and packaging.

General Information

Total telephone connections, May 1, 1955 (San Carlos and Belmont) 11,897

Total electric installations, May 1, 1955 6,439

Total gas installations, May 1, 1955 6,161

Total water connections, May 1, 1955 6,027

Total 1954 building permits, 424; total valuation \$3,018,189

Total 1954 retail sales \$25,051,000

Redwood City Tribune, 1955

SC City Hall Closes at Noon

San Carlos city employees will have uniform lunch hours, effective Monday, the city council decreed at a caucus session last night and the city hall will close its doors during the noon hour.

An order previously had been issued that all city employees would take their lunch hours between 11 a.m. and 2 p.m. on the new five-day week schedule which went into effect this week.

However, the council decided last night to order the city hall business offices closed from 12 to 1 o'clock each day, making the lunch hour uniform.

Policemen and firemen are not affected by the ruling.

Tomorrow is the first Saturday the San Carlos City Hall will be closed under the new five-day week arrangement.

New hours for the city hall are 8 a.m. to noon and 1 to 5 p.m., Monday through Friday.

Councilmen last night spent three hours mulling over a 14-page subdivision ordinance which is expected to be ready for action at the next council meeting on Nov. 14. Mayor Edward R. Burton said. The ordinance is now being worked over by City Atty. L. John Waldier. All new subdivisions in San Carlos would be affected by the ordinance.



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June 09, 2025



FISCAL YEARS 2025-30 CAPITAL IMPROVEMENT PROGRAM SUMMARY

The capital project budget funds significant one-time capital infrastructure improvement needs and recurring or routine maintenance items, including: resurfacing and sidewalk projects; traffic safety improvements; park construction and improvements; storm drainage improvements; facility improvements; and enterprise technology projects. Funds are often accumulated in this budget over a period of years and are then spent when a sufficient amount of revenue is available to pay for the desired projects.

For the past 15 to 20 years, the City has adopted a “pay as you go” funding method for capital projects. Conservative budgeting and strong financial controls have generated an average annual operating surplus of \$4.1 million. These operating savings are combined with dedicated funding sources to pay for capital projects without relying on debt.

The projects listed in the capital budget are developed from several sources including City Council direction, strategic planning, departmental recommendations, and policy plan documents. Additional sources include, but are not limited to, the Development Impact Fee Program, the Bicycle and Pedestrian Master Plan, the Parks Master Plan, the Downtown Plan, the General Plan, and projects that address regulatory compliance requirements.

The proposed projects are prioritized based on City Council’s direction, public safety concerns, public expectations, and any projects that are grant funded. Once prioritized, the projects are approved based on available funding. Any projects that are not approved are placed on the Unfunded List for review when funds become available. A study session to review the capital budget recommendations is held before final adoption of the budget.

Capital assets are tangible and intangible assets acquired for use in operations that will benefit the local government for more than a single fiscal period. Major outlays for capital assets and improvements are capitalized as projects are constructed.

All capital assets are valued at historical cost or estimated historical cost if actual historical cost is not available. Capital assets received in a service concession arrangement should be reported at acquisition value rather than fair value. The City’s policy is to capitalize all assets with costs exceeding the \$5,000 threshold and a useful life of more than one year. Donated capital assets, donated works of art, and similar items are reported at acquisition value rather than fair value.

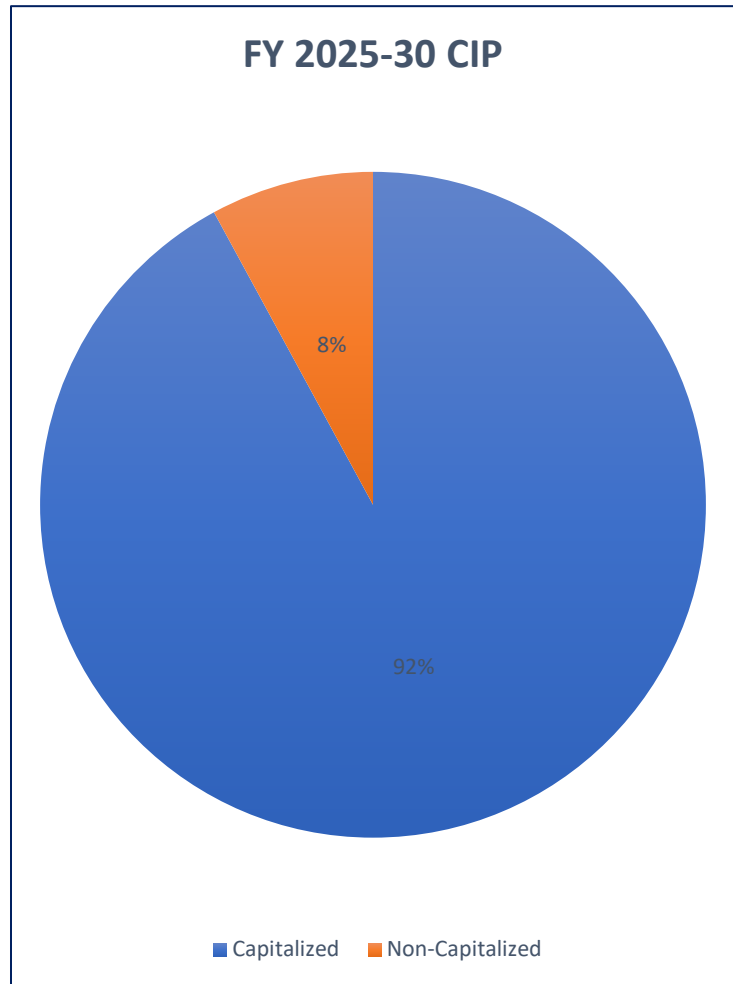
The Fiscal Years (FY) 2025-30 Capital Improvement Program Budget (CIP) contains \$164 million in spending over the five-year period. Of this, the majority of the spending, or \$151.3 million, will consist of capitalized projects and the remainder, or \$12.7 million, are routine or non-capitalized items.

CIP projects can further be broken down into project categories: sewer improvements and replacements; street improvements; safe routes to schools; storm drainage system; traffic and transit; parks and recreation; planning; facilities and technology; childcare; and housing.



FISCAL YEARS 2025-30 CAPITAL IMPROVEMENT PROGRAM SUMMARY

(in millions)	
Capitalized Projects	
Sewer	\$ 53.0
Streets	44.1
Safe Routes	6.0
Storm	5.2
Traffic and Transit	17.0
Parks and Recreation	1.2
Planning	16.6
Child Care	5.0
Housing	-
Facilities/Technology	3.2
Total Capitalized	\$ 151.3
Routine/Non-Capitalized	
Sewer	\$ 7.0
Streets	-
Safe Routes	1.4
Storm	-
Traffic and Transit	1.3
Parks and Recreation	-
Planning	-
Child Care	3.0
Housing	-
Facilities/Technology	-
Total Non-Capitalized	\$ 12.7





CAPITAL IMPROVEMENT PROGRAM BUDGET

During the Capital Improvement Program (CIP) budget process, departments submit Project Request Forms for existing and potential projects. These forms capture the costs spent to date, five-year budget requests, total estimated project costs, and funding sources. Each form also captures any potential operating or staffing costs that the project will require. These operating costs are then incorporated into the appropriate operating budgets.

The City Council held a budget study session on April 29, 2025 to review the City's five-year capital project budget recommendations. The CIP Budget Detail schedule that follows this summary shows the full list of projects and incorporates any changes agreed upon during the study session.

Sections 65400, 65401, and 65403 of the State Planning and Zoning Code require annual Planning Commission review of public works projects planned for the next fiscal year to determine conformity with the adopted General Plan. The Planning and Transportation Commission will review the CIP Budget at its June 2, 2025 meeting with a view to concluding that the proposed capital projects are in conformance with the goals, policies, and actions contained within the General Plan.

The proposed FYs 2025-30 CIP is funded with capital project funds, as outlined in the CIP Fund Summary. If approved by the City Council, the CIP will draw down on capital fund balances over the course of the projects. The total proposed CIP budget of \$164 million will fund the following project categories over the next five years.

PROJECTED SPENDING OVER NEXT FIVE YEARS (FY 2025 - FY 2030)						
Project Category	Wastewater Fund	Gas Tax Fund	General Capital Fund	Child Care Fund	Parks in Lieu	Housing Funds
Sewage Improvements and Replacements	\$ 60,025,000					
Storm Drainage System			\$ 5,150,000			
Street Improvements		\$ 42,140,000	\$ 1,881,000			
Safe Routes to School			\$ 7,400,000			
Traffic and Transit			\$ 18,338,083			
Parks and Recreation			\$ (350,000)		\$ 1,600,000	
Planning			\$ 16,639,900			
Facilities and Technology			\$ 3,208,200			
Child Care				\$ 8,000,000		
Housing						
TOTAL	\$ 60,025,000	\$ 42,140,000	\$ 52,267,183	\$ 8,000,000	\$ 1,600,000	\$ -

In addition to the direct funding received into the capital funds, the recommended CIP Budget includes transfers from various funds. The transfers include the closure of the Parking In Lieu Fund and the closure of the Library Improvement Fund. The Parking In Lieu fund has been combined with the General Capital Fund and any future revenue will be restricted for parking projects. The Library Improvement Fund will be closed following the payoff of the Library General Obligation Bonds in FY 2024-25 and any future revenue will be restricted for library building maintenance or improvement projects which will be managed under the General Capital Fund.

CIP projects can also be funded by grants from various local, state, or federal sources. This has the beneficial effect of reducing the amount of the City's own resources required to complete those particular projects. The table below provides a summary of the grants that the City is in the process of pursuing, or have already been awarded or received:



Awarding Agency	Project Name	Grant Amount	Status
FEMA	2022-23 Winter Storms	\$ 2,832,402	Partial Received
SMCTA	C1722 - San Carlos Avenue Asphalt Pathway Replacement (ADLP to Cordilleras Ave)	\$ 500,000	In process
TDA	C1806 - San Carlos Ave Pedestrian Safety Improvements Phase III	\$ 400,000	In process
MTC	C2105 - Downtown Planning Initiative	\$ 300,000	Awarded
SMCTA	C2106 - Brittan Avenue Sidewalk Improvements (Between Rogers Ave & Sunset Drive)	\$ 1,500,000	In process
MTC	C2336 - Installation of New EV Stations in Public Parking Lots (Downtown)	\$ 523,200	Awarded
PCE	C2336 - Installation of New EV Stations in Public Parking Lots (Downtown)	\$ 135,000	Awarded
PCE	C2410 - Roof Replacement and Solar Panel Upgrade	\$ 425,800	Awarded
USDOT	C9459 - Holly St/US 101 Interchange Modifications	\$ 25,000,000	In process
SMCTA	C9459 - Holly St/US 101 Interchange Modifications	\$ 25,000,000	In process

The FYs 2025-30 CIP budget summary by funding source is provided within the following pages. The projects are listed in project number order within each of the funds and further detail for each project is provided in their respective sections of the budget document.

Wastewater Fund 06:

The Wastewater Fund is the City's only Enterprise Fund. An Enterprise Fund is used to account for operations that are financed and operated like a private business enterprise. The Wastewater Fund, therefore, has the rates and fees necessary to fund the sewage treatment, transmission, major capital replacements, and improvements to the sewer system. Over the next five years, staff proposes an investment of \$60.0 million in the City's wastewater system.

Staff requests continued and additional funding, where applicable, for the following previously approved projects:

- **Wastewater Financial Plan and Rate Study (C9609).** \$120,000 was previously appropriated for FY 2022-23. The rate study started in early 2023 and is currently in process. No additional funding is requested.
- **Annual Sewer System Rehabilitation Program (C9617).** \$7 million was appropriated in FY 2024-25. Staff proposes funding of \$35 million over five years, or \$7 million per year, for FY 2025-26 through FY 2029-30 to continue the rehabilitation work. The additional appropriation will be used to repair, rehabilitate, and replace significant structural deficiencies. The annual rehabilitation project has steadily addressed grade 4 and 5 defects, as well as replaced additional lower laterals.
- **Annual On-call Sewer Contracts (C1702).** \$900,000 was previously approved for FY 2024-25. Staff proposes \$900,000 per year for FYs 2025-26 through 2029-30 to retain sewer contractors and to replace failed sewer infrastructure on an as-needed basis.
- **Sewer System CCTV Inspection (C1736).** \$400,000 was previously approved in FY 2023-24 and \$47,338 was rolled over from the previous year. Since this was not spent, the full \$447,338 was rolled over into FY 2024-25 to cover the cost of contracted work. Staff proposes an additional \$400,000 in FY 2025-26 and requests an additional \$400,000 per year in FYs 2027-28 and 2029-30 to continue the schedule of cleaning and inspection of the City's sewer system.
- **Annual Sewer Lateral Replacement (C1737).** \$300,000 was previously appropriated in



FY 2024-25. Staff proposes \$300,000 per year for FYs 2025-26 through 2029-30 to continue to conduct annual sewer lateral replacements.

- **Annual Sewer System Root Foaming (C1752).** \$175,000 was previously approved by Council for FY 2024-25 to hire a contractor to remove roots from sewer lines using a non-toxic chemical root control method. Staff proposes \$175,000 each year for FYs 2025-26 through 2029-30 to continue with this work, thereby reducing and preventing root defects until each sewer pipe is scheduled for complete repair or replacement.
- **Generator Installation at Sewer Pump Stations (C2101).** \$250,000 of funding was previously appropriated by the Council for FY 2021-22 to design transfer switches and permanent generators at three sewer pumps located throughout the city. Installing permanent generators will reduce the risk of sanitary sewer overflows during an emergency and free up staff time to address other emergencies. No additional funding was requested.
- **Sewer and Storm Pump Station Assessment (C2301).** Funding of \$150,000 in FY 2023-24 was previously appropriated to perform a sewer and storm pump station assessment. The assessment will assist in evaluating the storage of waste and stormwater, the condition of the pumps, and necessary improvements to the electrical panels and services to improve efficiency. The pump stations are crucial in order to collect, store, and lift waste and stormwater, as failures can cause sewer overflows or flooding in the streets.
- **Sewer Model Update (C2302).** \$374,560 was previously appropriated for a sewer model update. The model update will allow staff to plan for future infrastructure improvements and maintenance strategies. Staff will also identify any capacity issues for improving the overall safety of the sanitary sewer system and reducing the potential for sanitary sewer overflows. No additional funding was requested.

Shoreway Road Sewer Main Relocation Project (C2303). \$605,000 was previously appropriated in FY 2023-24 for this project for planning and design for the relocation of the sewer main. The existing main is sagging and is at risk of overflows and backups, and continued repair and rehabilitation is no longer an option. Staff proposes funding of \$3 million in FY 2025-26 for the construction phase of the sewer main relocation.

- **Tierra Linda Pump Station Improvements (C2304).** Funding of \$1 million was adopted in FY 2023-24. Relocating and replacing the sewer main will reduce the potential for overflows and backups. The existing pump station poses difficulty and challenges to staff because it cannot be fully utilized to lift, transport, and clear wastewater. The two pumps cannot be used simultaneously out of concern for safety and sewer overflows and backups within the force main along San Carlos Avenue.
- **Capacity Improvements Project (C2305).** \$9.5 million in funding for FYs 2025-28 was previously requested for improvements needed to address capacity deficiencies through upsizing or adding sewer mains, and to accommodate and convey peak wet weather flows without causing sanitary sewer overflows during a storm. Staff proposes reducing funding in FY 2025-26 from \$4.5 million to \$2 million, mainly due to a delay in the receipt of



connection fees from development projects and to open up funding opportunities for other needed new projects in FY2025-26. This request also adds \$2 million to \$1.5 million that was previously requested for FY 2027-28, \$2.5 million to FY 2028-29, and \$1 million to FY 2029-30.

- **Manhole Monitoring System Upgrade (C2401).** \$150,000 was previously appropriated for this project to install telemetry monitoring technology at various sewer manholes to improve operational reliability, efficiency, and environmental sustainability, concurrently fostering cost reduction and advancing public health and safety initiatives. No additional funding is requested.

The following new Wastewater Fund capital projects are proposed. Detailed descriptions can be found in the attachments that follow:

- **Replacement of Combination Sewer Truck (C2501).** The current Vector 2100 Plus truck is over 13 years old with nearly 9,000 hours of operation (equivalent to approximately 360,000 miles) and has become increasingly prone to breakdowns. Funding of \$900,000 for FY 2025-26 is proposed to purchase a new combination sewer truck that will provide more reliable and consistent performance, minimize service interruptions, lower operational costs, reduce downtime, and improve overall service efficiency.
- **Upgrade Existing SCADA Hardware at all Sewer and Storm Pump Stations (C2502).** Funding of \$450,000 for FY 2025-26 is proposed to replace the current Supervisory Control and Data Acquisition (SCADA) hardware which is outdated and no longer supported by manufacturers, leaving it vulnerable to security risks. An updated system will ensure continuous communication with pump stations, reducing the risk of costly sewer spills and flooding.
- **Wastewater Rate and Capacity Charge Study (C2503).** \$100,000 of funding is proposed for FY 2025-26 for a wastewater rate study to evaluate the current operating costs, evaluate the upcoming capital cost impacts, and develop sewer rate recommendations to ensure long-term financial sustainability of the City's sewer fund and system. The last rate study completed in 2024 set rates for FY 2024-25, FY 2025-26, and FY 2026-27.

Gas Tax Fund 16

The Gas Tax Fund is used to account for revenue received and expended under the State of California Street and Highways Code Sections 2106, 2107, and 2107.5. The revenues received must be expended for maintenance and construction related to streets.

SB 1. In April 2017, the Governor signed into law the Road Repair and Accountability Act of 2017 (Senate Bill "SB" 1). SB 1 provides \$5.2 billion annually statewide and is a significant investment in California's transportation infrastructure. The law provides approximately \$800,000 for the City's local streets and roads. This revenue has been incorporated into the five-year capital project proposal. Local Street Rehabilitation (LSR) revenues are projected at \$1.68 million in FY 2025-26 and \$1.73 million in FY 2026-27.



Measure A/K. Measure A was passed originally in 1988 and then extended by voters in 2017 as Measure K (to 2043) to improve transit and relieve traffic congestion. It includes funds for local community shuttle services, railroad/street grade separations, and a major infusion of tax dollars for pedestrian and bicycle projects and some operating funds that can be channeled to Caltrans.

Measure W. Measure W was passed in 2018, and went into effect in July 2019, approving a half-cent sales tax to provide the County with additional resources to improve transit and relieve traffic congestion. This tax measure is generating funds for a period of 30 years, from July 2019 to June 30, 2048. Measure W contains the Congestion Relief Plan, which establishes five Investment Categories for the following funds: Highway/Interchange; Local Safety/Pothole; Bicycle/Pedestrian; Regional Connections; and Public Transit.

The transfer from Fund 14 (Measure A/K) and Fund 18 (Measure W) into Fund 16 (Gas Tax Fund) is recommended to be \$2.14 million in FY 2025-26 and \$1.74 million in FY 2026-27.

To raise the Pavement Condition Index (PCI) from 57 to 65 for City streets in the next five years, staff recommends an investment in the street resurfacing project of \$39.5 million over the next five years. This includes funding from the General Capital Fund in the amount of \$3.28 million in FY 2025-26 and \$2.85 million in FY 2026-27 and FY 2027-28.

Staff proposes continued and additional funding, where applicable, for the following previously approved projects:

- **Annual Street Resurfacing Project (C9416).** \$8.5 million was previously appropriated for this project in FY 2024-25. Over the next five years, staff proposes an investment of \$39.5 million which includes \$2.85 million in funding from the Facility/Infrastructure Reserve. Timely and regular maintenance and rehabilitation will prevent costly reconstruction, and spending at this level will raise the PCI from its current level of 57 “at risk” to a level of 65, or “fair” condition, over the next five years. To achieve this, approximately 17% of City streets will be under construction per fiscal year or 80% of the City’s total streets over the five-year period.
- **Annual Traffic Markings & Striping (C9417).** \$300,000 was previously appropriated for FY 2024-25. Staff proposes to continue the funding of \$300,000 for FY 2025-26 through FY 2029-30. This work is done in conjunction with the annual resurfacing project and includes striping, signage, and/or marking changes initiated by staff, suggested by the public, or approved by the Planning and Transportation Committee. This funding is necessary to continue maintaining public safety, minimizing liability, and improving pedestrian crossings. Additionally, the Safe Routes to School Plan has identified specific intersections and streets where traffic striping and pavement marking improvements can be made.
- **Annual Sidewalk Replacement/Reconstruction (C9465).** \$180,000 was originally requested in FY 2025-26 and FY 2026-27. Staff proposes additional funding of \$120,000 in both fiscal years and \$180,000 in each of the following three fiscal years. The City performs sidewalk repair projects annually and then bills property owners for their cost of the work. The sidewalk program continues to grow as more property owners are participating. In addition, this project includes repairs along sidewalk, curb, gutter, and driveway approaches around City-owned buildings and parks.

**General Fund Capital Projects Fund 25**

The General Fund Capital Projects Fund accounts for general capital improvements and replacements, including building construction, technology, and other infrastructure improvements. Over the next five-year period, staff proposes \$52.27 million in infrastructure improvements and one-time projects.

The major sources of revenue for this fund are the franchise fee revenue received from the Shoreway Transfer Station, estimated at \$2.68 million in FY 2025-26 and \$2.76 million in FY 2026-27 with estimated increases of \$80,000 per year in the next three fiscal years; and the Educational Revenue Augmentation Fund (ERAF) rebate, which reflects property taxes previously taken from the City by the state, estimated at \$3 million per year.

Staff proposes a transfer of \$10.25 million from the General Fund Facility/Infrastructure "Assigned" Reserve balance in FY 2025-26, another \$7 million in FY 2026-27, \$2 million in FY 2027-28, and \$1.5 million in FY 2028-29 and FY 2029-30. The transfers will go towards funding the Downtown Renovation Plan project, the Holly St./101 Interchange and Pedestrian Overcrossing project, storm drain improvements, and various other infrastructure projects.

Staff also proposes a transfer of \$3.28 million in FY 2025-26 and \$2.85 million in both FY 2026-27 and FY 2027-28 from the General Capital Fund to the Gas Tax Fund to help offset the increasing annual street resurfacing costs, and a transfer of \$400,000 in FY 2025-26 to the Parks-in-Lieu fund to help fund the Parks Master Plan and related improvements.

Completed projects in FY 2024-25:

- Guardrail Installation at Torino Way/Winding Way Intersection (C1744)
- Installation of New Sports Field Lighting at Flanagan and Stadium Fields (C1818)
- Wheeler Plaza Garage Wayfinding Signage Installation (C2003)
- Standards of Cover Study (C2110)
- Drone Unmanned Aerial Vehicle (UAV) Program (C2111)
- Second Floor Library Remodel (Former Chamber Area Suite 206) (C2202)
- 447 Hillcrest Road Wall Replacement (C2203)
- Website and Intranet Refreshment (C2217)
- Greater East San Carlos Neighborhood Slow Streets (C2219)
- Greenhouse Gas In-Lieu Fee Study (C2220)
- Arguello Scoreboard (C2308)

Projects nearing completion in FY 2024-25:

- Roof Repairs at Various Buildings (C1721)
- GIS Sign Inventory (C1808)
- Wheeler Plaza Garage Extra Lighting, Painting and EV Stations (C1904)
- Storm Water Motor Control Center and Pump Replacements (Holly Street/Old County)
- Road and Brittan Avenue/Old County Road (C2108)



- Objective Design and Development Standards for Single-Family, Multi-Family and Mixed-Use Residential Projects (C2115)
- City Facility Cameras (C2205)
- East Side Innovation District Pulgas Creek Watershed Study (C2208)
- 2030 General Plan Amendment - Resetting Buildout to Allow Continued Improvements to 2030 (C2311)
- OnBase Upgrade (SaaS) (C2314)
- Phone System Replacement (C2315)
- Second Floor Library Remodel (Phase II) (C2316)
- Second Floor City Hall Remodel Design (C2317)
- Big Canyon Park Landslide Repair (Behind 995 Crestview Drive) (C2318)
- Big Canyon Park Landslide Repair (Above 3144 Brittan Avenue) (C2319)
- Big Canyon Park Landslide Repair (Behind 3141-3161 Melendy Drive) (C2320)
- Dartmouth Road Landslide Repair (Between Garden Lane & Northam Avenue) (C2321)
- Industrial Equipment and new vehicle Purchases for Corp Yard (C2323)
- Landslide Review and Inspection (Geotech Engineer) (C2335)
- Construct and Install Wooden Planters Over Orange Water Wall Barriers (C2338)
- AED Installment (C2339)
- Highlands Park Snack Shack Repairs (C2406)
- Fire Station 16 Replacement (C9823)

Previously approved projects moved back to the unfunded list due to limited resources and other higher priority projects:

- East Side Innovation District Zoning Code: Stream Development and Maintenance Overlay District Amendment (C2209)
- Filing Cabinet System– City Clerk/Finance (C2310)
- Replace Turf at Burton Park (C2204)

Storm Drainage System

Total requested net funding for storm drainage improvements for the five-year plan period is \$5.15 million.

Staff proposes continued and additional funding, where applicable, for the following previously approved projects:

- **Storm Drain Improvements (C9531).** \$3.1 million of additional funding was initially requested for this project to further address the drainage issues in San Carlos identified in the 2016 Citywide Storm Drain System Master Plan. However, to free up fund balance for other high priority projects, it is recommended that this funding request be moved to the Unfunded List for now.
- **Belmont Creek Watershed Improvement (C9806).** \$500,000 was previously approved for this project to begin construction of an upstream detention facility to be located in the

City of Belmont to reduce downstream flooding of Belmont Creek. San Carlos is partnering with Belmont and San Mateo County on this joint project since a portion of the creek is the responsibility of the City of San Carlos. \$550,000 is also requested in FY 2025-26 to complete the project.

- **Storm Channel Sediment Removal (C9828).** \$500,000 for each year from FY 2025-26 to FY 2027-28 had previously been requested for this project in the FY 2024-25 adopted budget update. Since there is still significant previously adopted budget available to be spent, staff proposes moving the requested funding, which includes an additional \$150,000 for FY 2028-29 and FY 2029-30, to the Unfunded List to free up fund balance for other priority projects. A total of \$1.8 million has been added to the Unfunded List.

The following new storm drainage capital project is proposed. A detailed description can be found in the attachments that follow:

- **Industrial Road Bridge and Culvert Repair (C2514).** \$100,000 funding for FY 2025-26 and \$500,000 for FY 2026-27 is proposed to repair the culvert located on Industrial Road above Cordilleras Creek in accordance with recommendations from Caltrans who inspects the bridge and culvert annually and provides recommendations for general upkeep and maintenance.

The following new storm drainage project is proposed but, due to funding limitations, is added to the Unfunded List:

- **Pulgas Creek Watershed Native Planting Pilot project.** The project involves installing and replacing native plants, treating topsoil, irrigation, and monitoring runoff in the Pulgas Creek Watershed region of San Carlos at Big Canyon Park. The replacement and planting of native plants would help stabilize the soil through natural means and lessen the effects of erosion and soil transportation to further points downstream in the watershed. This project is expected to cost \$500,000 and take one year to complete.

Streets and Sidewalks

Total requested net funding in the Streets and Sidewalks category for the five-year plan period is \$1.88 million.

In addition to the Streets and Sidewalks projects in the Gas Tax Fund, staff requests continued and additional funding, where applicable, for the following previously approved Streets and Sidewalks projects paid from the General Capital Fund:

- **Illuminated Street Name Sign Replacement (C1712).** \$205,000 of total project funding was previously appropriated to replace 92 existing, internally illuminated street name signs, mounted on signal mast arms with two-sided retroreflective signs, at 24 signalized intersections in the city. No additional funding was requested.
- **San Carlos Avenue Asphalt Pathway Replacement (Alameda de las Pulgas to Cordilleras Avenue) (C1722).** \$1.3 million was previously appropriated for this project. In September 2024, the City applied for San Mateo County Transit Authority (SMCTA) Cycle



7 Pedestrian and Bicycle Grant funding in the amount of \$2 million for this project and C2106 (Brittan Avenue Sidewalk Improvements) and received notification of approval in December 2024. Staff proposes applying \$500,000 of the grant to this project in FY 2025-26.

- **Upgrade Pedestrian Signal Heads to Countdown Pedestrian Signals (C1725).** \$830,000 in funding was previously appropriated to fund the upgrade of pedestrian signal heads at signalized intersections to countdown pedestrian signal (CPS) heads, as well as upgrade pedestrian pushbuttons to accessible pedestrian signals (APS). No additional funding is requested.
- **5KV Streetlight Conversion (C1728).** \$335,000 was previously appropriated for this project to convert 56 streetlights to LEDs. No additional funding is requested.
- **ECR/Rail Corridor Tree Planting and Irrigation Installation (C1746).** \$610,000 was previously appropriated to plant new street trees and install irrigation from Arroyo Avenue to the southern City limits. It is partially funded by \$150,000 received as part of the San Mateo Transit Village development project. Staff proposes moving the remaining budget balance (\$434,000) to the Unfunded List, as the project is on hold pending final tree selection and the vision for the Grand Boulevard Initiative.
- **San Carlos Avenue Pedestrian Safety Improvements (C1806).** \$6.7 million was previously appropriated for this project. \$4.8 million is currently offset by developer donations, Measure A bicycle/pedestrian funding, and Traffic Mitigation Fee Reserve funds. No additional funding is requested.
- **Repave Asphalt Walking Path at Highlands Park (C1811).** \$1.02 million was previously appropriated to repave the lower park entrance of Highlands Park on Coronado Street. No additional funding is requested.
- **Brittan Avenue Sidewalk Improvements (Between Rogers Avenue & Sunset Drive) (C2106).** \$2.03 million was previously appropriated for this project to improve safety for pedestrians between Milano Way and Alameda de las Pulgas along Brittan Avenue. \$2 million of Traffic Impact Fee funding was also approved to offset the costs. Staff requests an additional \$975,000 in appropriations for FY 2025-26 for the next stage of the project and also proposes reducing Traffic Impact Fee funding by \$500,000 to a total of \$1.5 million funded in FY 2025-26, with the remaining project expenditures offset by the remaining \$1.5 million of San Mateo County Transit Authority (SMCTA) Cycle 7 Pedestrian and Bicycle Grant funding, also in FY 2025-26.
- **Arroyo Avenue and Chestnut Street Safe Routes to School Improvements and Paving (C2201).** \$867,000 was appropriated previously for this project to make improvements at the intersection of Arroyo Avenue and Chestnut Street, which was identified in the City's Safe Routes to School Plan due to its proximity to Central Middle School and Arroyo Elementary school. The improvements will also provide connectivity for pedestrians going to Burton Park and for students going to the Youth Center. \$150,000 is covered by the Priority Legislative Budget Projects Grant, \$375,000 by the Traffic



Mitigation Fee Reserve and \$20,457 by the San Carlos School District. No additional funding is requested.

- **Tree Well Replacement on Industrial Road (C2212).** \$400,000 was previously appropriated for this project to expand 17 tree wells along Industrial Road, from Taylor Way to Holly Street, to accommodate new trees, and to construct a new irrigation system for the trees. \$360,000 of the previous funding will be moved to unfunded for now to free up funding for other projects. Of the total remaining costs, \$27,000 has been paid as part of the development agreement at 405 Industrial Road to offset the costs of the trees and planting.
- **Intersection Pedestrian Improvements (C2213).** Funding of \$1 million was previously appropriated to design and begin construction of pedestrian improvements such as curb extensions, high visibility crosswalk markings, and curb ramps to high priority intersections listed in the Bicycle Pedestrian Master Plan. \$500,000 is requested in FY 2025-26 to complete construction.
- **San Carlos Avenue Pedestrian Safety Improvement Phase IV (C2325).** \$1.2 million in appropriations and \$1.15 million in Traffic Impact Fees funding for this project was previously approved for FY 2024-25. Staff proposes pushing out the appropriation and funding, at the same level, to FY 2028-29, since Phase III of the project is still underway, and this timing more closely aligns with projected inflow of Traffic Impact Fees related to developments.
- **Landslide Repairs (Hillsides above Eaton Trail, 3101 Brittan Avenue, Sheldon Road & Chilton Park) (C2403).** \$1 million in funding was previously appropriated for mitigation measures to prevent future erosion and slippage of the hillsides above Eaton Trail, 3101 Brittan Avenue, Sheldon Road, and Chilton Park. This area slipped and eroded following the 2022-23 winter storms due to oversaturated soil and caused soil and debris to mobilize down the slope into the property owner's rear yard and the roadway. Work will also eliminate or reduce impact and damage to the residences adjacent to the hillside and right-of-way; provide a safe path of travel for pedestrians using Eaton Trail above the hillside and Sheldon Avenue; and improve drainage to reduce the amount of runoff, dirt, and debris that enters adjacent properties. No additional funding is requested.

Safe Routes to School

This is a new category for this budget cycle due to the increase in the number of projects falling within the objective of improving safety for those travelling to and from schools within San Carlos. Historically, these projects would have been categorized under Streets and Sidewalks. Total net funding requested in the Safe Routes to School category for the five-year plan period is \$7.4 million.

Amounts requested for the different projects have been staggered across the CIP plan period to align with funding availability.

Staff proposes continued funding for the following previously approved project:



- **Safe Routes to School (SRTS) Intersection and Sidewalk Improvements (Tamarack Avenue, Belle Avenue, Elm Street, Arroyo Avenue, Belmont Avenue, Cedar Street, and St. Francis Way) (C2214).** \$1 million was previously appropriated for this project. Staff requests an additional \$500,000 in FY 2025-26 and \$1.5 million in both FY 2026-27 and FY 2027-28 to focus on constructing sidewalks and pathways recommended in the SRTS.

The following new Safe Routes to School projects are proposed. Detailed descriptions can be found in the attachments that follow:

- **Traffic Safe Routes to School & Pavement Project - Clifford Street (C2508).** Funding of \$100,000 for FY 2026-27 and \$300,000 for FY 2027-28 is proposed to design and construct Safe Routes to School improvements and perform pavement rehabilitation along Clifford Avenue, which serves Clifford School. Improvements include American with Disabilities Act compliant curb extensions with ramps, high visibility crosswalks, raised crosswalk and rectangular rapid flashing beacons. Grant funding will be sourced where possible.
- **Safe Routes to School Improvements near Tierra Linda Middle School, Mariposa Elementary School and San Carlos Charter School (C2509).** Funding of \$200,000 was proposed for FY 2025-26 to construct Safe Routes to School improvements around Mariposa Elementary School, Tierra Linda Middle School, and San Carlos Charter school campuses. The improvements on the roadway will provide safer routes for pedestrians and cyclists, while alleviating vehicular congestion.
- **Safe Routes to School Improvements near Brittan Acres Elementary School and Heather Elementary School (C2510).** Funding of \$300,000 for FY 2028-29 and \$800,000 for FY 2029-30 proposed to make improvements around Brittan Acres Elementary School to include installation of two radar feedback signs and refreshing crosswalk striping and extending sidewalks along Cordilleras Avenue between San Carlos Avenue and Carmelita Drive. Improvements around Heather School would include installation of radar feedback signs on Melendy Drive.
- **Safe Routes to School Improvements near Arundel Elementary School (C2511).** Funding of \$250,000 is proposed for FY 2028-29 and \$1.2 million for FY 2029-30 to design and construct the closure sidewalk gaps along Phelps Road from San Carlos Avenue to Palm Avenue towards Arundel Elementary School. The improvements on Phelps Road are identified in the Safe Routes to School Plan due to the close proximity to the school. The project encourages use of pedestrian pathways.
- **Complete Streets & Corridor Studies (C2512).** Funding of \$350,000 for FY 2027-28 and \$400,000 for FY 2029-30 is proposed to fund various complete streets studies along major corridors throughout the city to identify opportunities for improvements that would make it safer and more accessible for all users. The corridors and major streets to be evaluated in order of priority are: Crestview Drive, Brittan Avenue (including Big Canyon Midblock Crossing), Arroyo Avenue, Cedar Street, and Alameda de las Pulgas.

Traffic and Transit

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Total requested net funding in the Traffic and Transit category for the five-year plan period is \$18.34 million.

Staff proposes continued and additional funding, where applicable, for the following previously approved projects:

- **Holly Street/US 101 Interchange Modifications (C9459).** This project to re-configure the Holly Street/US 101 interchange has been on hold for a number of years due to prioritization of Caltrans' Express Lanes project and funding issues. While staff have explored renewed grant funding opportunities, the community has expressed a desire to explore near-term options that can be implemented prior to the longer-term scope of interchange modification and pedestrian/bicycle overcrossing construction. Staff requests \$5 million in FY 2025-26 and \$5 million in FY 2026-27 as matching funds for three grants the City is currently pursuing: two through the San Mateo County Transportation Authority (SMCTA) and one directly with the US Department of Transportation (USDOT) Safe Streets for All (SS4A) grant. All grants require local matching which is currently estimated to be \$10 million.
- **Brittan Avenue Widening at Industrial Road (C9461).** \$846,000 in appropriations and \$300,000 in Traffic Impact Fee funding was previously approved for this project. Staff proposes moving the remaining budget of \$496,917 to the unfunded list due to pending right-of-way issues.
- **Four Corners Traffic Improvements (C9838).** \$250,000 was previously appropriated for this project, with \$250,000 requested for FY 2025-26 for further design work and \$1.75 million in FY 2027-28 for construction. Delays have been experienced due to the project's inherent complexity involving multiple agencies. Staff determined that the initial request of \$250,000 for FY 2025-26 for further design work will not be needed as the City of Belmont will be able to complete the design requirement without additional funding. Staff also proposes moving the \$1.75 million of aforementioned anticipated construction funding to the Unfunded List until such time as the project is ready to begin.
- **Preliminary Study for Citywide Way-Finding Program (C1719).** \$555,000 was previously appropriated for design and construction drawings, fabrication and installation to improve the flow of traffic throughout San Carlos. No additional funds are requested.
- **Brittan Avenue & Alameda de las Pulgas Widening (C1803).** \$1.1 million was previously appropriated for this project to design and construct a separate northbound right turn lane on Alameda de las Pulgas, as well as conduct a feasibility study of an additional, dedicated left turn pocket to east and westbound Brittan Avenue at the existing signal. A commensurate \$100,000 of Traffic Impact Fee funds was also approved to offset the project costs. Staff proposes moving the project to the Unfunded List and removing the Traffic Impact Fee funding due to pending right-of-way acquisition opportunities.
- **Traffic Circle and Midblock Crossing (Alameda de las Pulgas , Industrial Road, Crestview Drive, and Morse Boulevard) (C1807).** \$2.755 million was previously



appropriated, with an additional \$51,000 appropriated at the April 14, 2025 City Council meeting, to fund various traffic calming improvements throughout the city to address community safety concerns. Staff proposed \$650,000 in additional funds for FY 2025-26 for design and construction of a high visibility crosswalk and a rectangular rapid flashing beacon system at the intersection of Industrial Road and Tanklage Road.

- **Traffic Signal System Analysis/Study (C2007).** \$350,000 was previously appropriated for this project to analyze and inspect the existing traffic signal systems and components; to identify upgrades needed to the existing infrastructure; to adopt and implement new technology; to establish battery back-up for traffic signals, video detection systems, and wireless communication; and to provide connectivity to enhance safety and mobility. No additional funding is requested.
- **East Side Innovation District Zoning Code: Transportation Demand Management Ordinance Amendment (C2210).** \$522,300 of funding was previously appropriated for this project. The East Side Innovation District Vision Plan was approved by the City Council in October 2022. The Plan contains 10 “Big Moves” for transformation of the district. Big Move #9 is to reduce congestion through coordinated transportation strategies, which calls for expanding the San Carlos Municipal Code Chapter 18.25 Transportation Demand Management ordinance to better calibrate City standards to the East Side District’s needs and also to meet future regional requirements. No additional funding is requested.
- **Kadence Adaptive Traffic Signal (C2340).** \$200,000 was previously appropriated for this project to install and configure Kimley-Horn’s Kadence adaptive traffic control software solution for 14 traffic signals along El Camino Real and on adjacent city roads where city and Caltrans coordination is required. The system will maximize traffic throughput on these routes and reduce congestion. No additional funding is requested.
- **Pilot Roundabout at Crestview Drive and Edmonds Road (C2402).** \$316,000 was previously appropriated for this project to fund a traffic calming pilot improvement at the intersection of Crestview Drive and Edmonds Road to address community safety concerns. Staff requested \$250,000 in FY 2025-26 to study the pilot improvements in preparation for potential permanent improvements. An additional \$150,000 in FY 2027-28 and \$450,000 in FY 2028-29 was originally requested but since the need for this funding is dependent on the outcome of the pilot improvement study, this was moved to the Unfunded List and will be brought back to the Council at a later date as appropriate.
- **Industrial Road Turning Mitigation (Between Holly Street and the Palo Alto Medical Foundation) (C2404).** \$100,000 was previously appropriated for this project to improve turning movements necessitated by increased development in the neighborhood. This project will repave the roadway and construct improvements to address the turning movements. An additional \$400,000 in FY 2025-26 is also requested to complete the work.
- **Traffic Signal Masterplan Implementation (C2405).** \$250,000 was previously appropriated for this project, with an additional \$150,000 appropriated at the February 24, 2025 City Council meeting, to begin implementing the Traffic Signal Master Plan approved by City Council in April 2024. Staff requests \$450,000 in FY 2025-26, \$500,000 in both FY 2026-27 and FY 2027-28, and \$600,000 in FY 2028-29 and FY 2029-30, totaling \$2.65



million, to continue implementing the different phases of the project.

The following new Traffic and Transit projects are proposed. Detailed descriptions can be found in the attachments that follow:

- **Traffic Studies & Pilot Improvements (C2504).** Funding of \$500,000 is proposed per year for the five-year CIP plan period, totaling \$2.5 million, to fund various traffic improvements throughout the city. The project covers staff support for addressing community concerns more efficiently, intersection all way stop control and safety analyses, speed surveys, neighborhood cut-through studies, traffic signal operations concerns and traffic studies & policies. It will also include initial, quick-build, or pilot improvements arising from elevated community concerns before improvements are enhanced with a larger project.
- **Traffic Technology & Funding Development (C2505).** Funding of \$450,000 is proposed for FY 2025-26 and \$250,000 per year for the remaining five-year CIP plan period, totaling \$1.45 million, to fund various traffic software platforms (including Synchro suite, Nearmaps, and AutoTURN) and support traffic maintenance and repair projects citywide. The project will support assessing, evaluating and implementing improvements throughout the city to address community traffic and safety concerns, and also support traffic equipment repairs and upgrades on an as-needed basis.
- **Traffic Signal Fiber Project (C2506).** Funding of \$250,000 is proposed for this project for FY 2026-27, \$1.25 million in FY 2027-28, \$65,000 in FY 2028-29 and \$320,000 in FY 2029-30, totaling \$1.89 million over the five-year CIP plan period. Following the approval of the Traffic Signal Master Plan in April 2024, this project will execute traffic signal fiber projects in multiple phases as part of that plan and will upgrade the City's 24 signalized intersections to utilize available technology, improve operations and reduce traffic congestion.
- **Traffic Impact Fee Study and Update (C2507).** Funding of \$150,000 is proposed for FY 2025-26 to re-evaluate the City's Traffic Impact Fee. The last study was conducted in 2020 under the 2009 General Plan. Since then, the City has approved a General Plan Reset, initiating the need for a new nexus study and updating the Traffic Impact Fee structure.

The following new Traffic and Transit project was proposed but, due to funding limitations, has been added to the Unfunded List.

- **Data Management Updates.** This upgrade project would support the building and maintenance of the City's infrastructure database. Upgrades help develop strategies to determine cost-effective approaches to asset management. The project explores more efficient processes between service requests, maintenance actions, and infrastructure inventory. This project is expected to cost \$1.3 million over a five-year period.

Parks & Recreation

Total net funding in the Parks and Recreation category is being reduced by \$350,000 over the



five-year plan period.

Staff proposes continued and funding adjustments, where applicable, for the following previously approved projects:

- **City Tree Consultant (C1815).** \$100,000 was previously appropriated to assist in determining a tree maintenance program to properly prune trees. No additional funding is requested.
- **Upgrade of Existing Tennis and Basketball Court Lighting (C2102).** \$350,000 of funding was previously appropriated to upgrade court lighting to LEDs, which will reduce annual utility costs due to less energy usage. No additional funding is requested.
- **Madsen Score Booth at Burton Park.** \$450,000 was previously appropriated for this project to refurbish the existing score booth at Madsen Field in Burton Park with \$25,000 of the cost funded by the Parks and Recreation Foundation. The total cost for this project are being modified, as the structure will be part of the Parks Master Plan currently underway. Therefore, staff proposes moving \$350,000 to the Unfunded List and removing the Parks and Recreation Foundation contribution. The remaining budget of \$100,000 will be retained for general repair work.
- **Replacement of Existing Fencing in Burton and Highland Parks (C2307).** \$300,000 in funding was previously appropriated for this project to replace park and field fencing in Burton and Highlands parks. No additional funding is requested.
- **City of San Carlos Centennial Celebration (C2309).** \$1 million was previously appropriated for this project to celebrate the City of San Carlos turning 100 in 2025. The celebration includes expansion of community events, such as Hometown Days, to incorporate the centennial, downtown banners, City swag, apparel and etc. and other programs throughout the year. No additional funding is requested.
- **Tree Replacement in Burton Park (C2334).** \$150,000 in funding was previously appropriated to replace most of the fallen trees in Burton Park following the 2022-23 winter storms and install temporary irrigation, as needed, in order to fully establish the trees for successful growth. No additional funding is requested.

Planning

Total requested net funding in the Planning category for the five-year plan period is \$16.64 million.

Staff proposes continued and additional funding, where applicable, for the following previously approved projects:

- **Greater East San Carlos Street Tree/Neighborhood Improvement (C1903).** \$83,340 was previously appropriated for this project. One hundred percent of the funding is covered by developer contributions. No additional funding is requested.
- **Downtown Planning Initiative (C2105).** \$1.45 million was previously appropriated for this project to involve the broader community to develop a plan to understand and ensure



the City's downtown meets the needs of the community and businesses now and into the future. Staff requests an additional \$69,900 for FY 2025-26 for an additional six months of work to complete this project. A grant for \$300,000 has been awarded, due to be received in FY 2025-26, which will offset part of the project costs.

- **East Side Innovation District Parking Strategy (C2206).** \$100,000 in funding was previously appropriated for this project. The East Side Innovation District Vision Plan was approved by the City Council in October 2022. The Plan contains 10 "Big Moves" for transformation in the district. Big Move #10 is to adopt a shared district parking strategy, which includes refining parking requirements and developing a "park-once" and shared strategy. The goal is to develop and define district parking requirements that address the range of existing and future users in the district. A transfer of \$43,983 from Fund 28 to partially cover the cost of this project was previously approved. No additional funding is requested.
- **Comprehensive East Side Master Streetscape Plan (C2207).** \$200,000 was previously appropriated for this project. An additional \$150,000 is proposed for FY 2025-26 to extend the scope of work.
- **Northeast Area Specific Plan (C2211).** Funding of \$1.55 million was previously appropriated for this project. As part of the 2022 Strategic Plan, the Council directed staff to prepare a specific plan for the Northeast Area in anticipation of new development proposals. In addition to extensive community outreach, this work would require hiring professional consultants to assist staff. Considerations include land use; urban design; infrastructure (sewer, water, etc.); street functions/operations; building design and massing; public realm and traffic/circulation, including multiple modalities for travel, walkability, housing, and districtwide maintenance. No additional funding is requested.
- **Downtown Renovation Plan Design/Implementation (C2215).** \$3.5 million was previously appropriated for this project for the conceptual planning, design, and construction of various improvements downtown, with a commensurate amount from developer contributions to offset the initial project costs. Following recent continued discussions and projections in the timing of development contributions, staff proposes moving the \$3.5 million in developer contributions out to FY 2029-30, and increasing it to a total of \$10 million.
- Staff also requests \$6.25 million in additional funding for FY 2025-26 which, combined with the existing approved funding, will fund the design and construction of Harrington Park and an election campaign consultant to assist with a potential bond issuance. Further funding of \$2.42 million and \$7.83 million in FY 2028-29 and FY 2029-30, respectively, is also requested to fund future downtown project phases, rounding out the total five-year plan funding requests at \$16.5 million.
- **General Plan Open Space Element Update (C2324).** \$300,000 was previously appropriated for this project with 100% of the funding coming from the General Plan Update reserve. Staff have determined that this work will be covered by the Parks Master Plan. Since the projects are duplicative, staff proposes that this project be cancelled.



The following new Planning capital project is proposed. A detailed description can be found in the attachments that follow:

- **Climate Mitigation and Adaptation Plan Update (C2516).** Funding of \$250,000 for FY 2025-26 is proposed for this project to update the City's Climate Mitigation and Adaptation Plan (CMAP) following initiation of the General Plan Reset project to update the development projections to the year 2045. Per the required Environmental Impact Report, significant impacts to the City's greenhouse gas emissions under the projected development are anticipated. As a mitigation measure, the City is required to update its CMAP.

Facilities, Technology, and Equipment

Total requested net funding in the Facilities, Technology and Equipment category for the five-year plan period is \$3.21 million.

Staff proposes continued and additional funding, where applicable, for the following previously approved projects:

- **Fire Stations Repair (C1711).** \$130,775 was previously approved with a transfer from the Facility Infrastructure Improvement Reserve to upgrade Fire Station 13 and 16 electrical panels and utility rooms. No additional funding is requested.
- **Wheeler Plaza Garage Parking Management System Expansion and Extension (C1753).** \$184,728 was appropriated previously. The funding is to replace the current obsolete parking sensor equipment with an Automatic License Plate Reader (ALPR) system. An ALPR parking management system will provide real-time parking space availability. No additional funding is requested.
- **Transfer Switches for Portable Generators (C1813).** \$250,000 was previously appropriated to add transfer switches for portable generators for all sewer/storm pump station locations and the Adult Community Center, Youth Center, and Library. No additional funding is requested.
- **1201 San Carlos Avenue Property Acquisition (C1908).** \$500,000 was appropriated previously to purchase a 15 by 99-foot strip of land adjacent to the planned Wheeler Plaza redevelopment site. A portion of the land will be developed as a mixed-use commercial building and a portion as a public plaza. No additional funding is requested.
- **Permitting Software (C2218).** \$500,000 was previously appropriated and the full cost was approved to be offset by the Technology Fee Reserve. This project would consist of a complete replacement/upgrade of the City's current permitting system. No additional funding is requested.
- **Migration from Hosted Server to Sharepoint (C2312).** \$100,000 in funding was previously appropriated to migrate the City's on-premise file server to Sharepoint to



provide secure, cloud-based file access from anywhere, to protect against ransomware, and support a cloud-based, paperless environment. No additional funding is requested.

- **Door Access System Upgrade (C2313).** \$150,000 was previously appropriated to upgrade the physical card readers and hardware to support a newer, secure door system and to add Corporation Yard doors that are still controlled by physical keys. No additional funding is requested.
- **Citywide Pole Banners (C2322).** \$235,000 was previously appropriated for this project to design and purchase a full new set of pole banners to be located on El Camino Real and Laurel Street. Banners will include promotion for events and the general community. There will be a total of 27 poles and banners, double sided. Additionally, this project will include replacement of all hardware on the poles along El Camino Real. No additional funding is requested.
- **Installation of New Electric Vehicle Charging Stations in Public Parking Lots Downtown (C2336).** \$200,000 was previously appropriated for this project to install new electric vehicle (EV) chargers in various public parking and downtown locations. Staff requests \$658,200 in additional funding over FY 2025-26 and FY 2026-27, to install 18 chargers. Two grants have been awarded which will offset \$658,000 in costs: \$523,200 from the Metropolitan Transportation Commission and \$135,000 from Peninsula Clean Energy.
- **Adult Community Center Sound Panels & Office/Conference Room Door Replacement (C2407).** \$150,000 was previously appropriated to install sound absorption panels throughout the Adult Community Center lobby, lounge, and Chestnut room. Staff will work with a consultant for proper design and aesthetics to complement the facility. \$50,000 will be covered by Friends of San Carlos Adult Community Center . No additional funding is requested.
- **Fire Alarm System Upgrade (C2408).** \$150,000 was previously appropriated to replace the existing Corporation Yard fire alarm panel system, which has been operational since 1990. No additional funding is requested.
- **Corporation Yard Kitchen and Restroom Upgrade (C2409).** Funding in the amount of \$170,000 was previously appropriated. This project is to replace and upgrade the kitchen area and restroom amenities that are used by employees on a daily basis. No additional funding is requested.
- **Roof Replacement and Solar Panel Upgrade (C2410).** \$175,000 was originally appropriated to replace the roof and existing solar panels at the Corporation Yard to optimize operational efficiency and address critical requirements. An additional \$250,800 was also appropriated at the May 12, 2025 City Council meeting, bringing total funding to \$425,800. All costs will be offset by a Peninsula Clean Energy Grant.
- **Sheriff's Department Floor and Cabinet Replacements (C2411).** \$175,000 was previously appropriated for this project to replace the current flooring in the common area, reporting room, and locker room, in addition to upgrading the cabinetry in both the kitchen



and common area. The cost will be fully covered by the Sheriff's Office Trust Fund Reserve. No additional funding is requested.

- **Comprised Maintenance Management System Tool Upgrade and Integration with Other IT Tools (C2412).** \$150,000 was previously appropriated for this project to upgrade the City's comprised maintenance management system (CMMS) which manages Corp Yard assets, scheduled maintenance, and tracks and prioritizes work orders for sewer, streets, traffic, stormwater, parks (developed and open space), and facilities. No additional funding is requested.
- **Second Floor City Hall Remodel (C2414).** \$1.75 million is requested in FY 2025-26 for this project to remodel and update the second floor of City Hall (south end) to provide a more efficient layout and employee work area for the Public Works staff and permitting services, the City Manager's Office, Emergency Operations, the City Attorney's Office, and the employee break room.
- **Agenda Management Software Replacement (C2415).** \$150,000 in funding is requested for FY 2025-26 to replace the existing OneMeeting agenda and meeting management system. Staff proposes moving this funding out to FY 2027-28 to give more time to identify a suitable replacement.

The following new Facilities, Technology and Equipment capital projects are proposed. Detailed descriptions can be found in the attachments that follow:

- **City Hall Roof Replacement (C2513).** Funding of \$450,000 for FY 2026-27 is proposed for this project to replace the City Hall roof which has surpassed its expected lifespan and not undergone renovations in over 30 years. This project will be partially funded by \$107,225 from the Building and Maintenance reserve.
- **Adult Community Center Kitchen Remodel Design (C2515).** Funding of \$200,000 for FY 2025-26 is proposed for this project to remodel the kitchen at the Adult Community Center. The costs will be fully offset by the Parks and Recreation Donation reserve.

The following new Facilities, Technology and Equipment capital project was proposed but, due to funding limitations, was added to the Unfunded List:

- **Planning and Installation of New Electric Vehicle Charging Stations in Public Parking Spaces.** This project is consistent with the Council's strategic goals to promote Climate Change Mitigation, Adaptation, and Resilience and the goal is to install more electric chargers throughout the city, over and above the 10 that already exist and the additional 18 chargers that will be installed downtown through project C2336. Estimated cost is approximately \$100,000 per year (with a total of \$480,000) to prepare for California's law requiring all new cars sold to be electric vehicles by 2035. Since there is already a project underway, this project has not been incorporated into the proposed CIP.

As mentioned previously, the Library Improvement Fund will be closed following the payoff of the Library General Obligation Bonds in FY 2024-25. All projects previously accounted for in the



Library Improvement Fund will be classified under the Facilities, Technology and Equipment category in the General Capital Fund.

Staff proposes continued and additional funding, where applicable, for the following previously approved Library projects:

- **Library Furnishings, Restroom, and Exterior Improvement (C1734).** \$588,568 was previously appropriated for this project. \$188,565 was approved to be offset by the San Mateo County Library Fund. No additional funding is requested.
- **Library Building Emergency Backup Power (C2008).** \$1 million of funding was previously appropriated to design and install a diesel generator to provide emergency backup power for the library building. Providing backup power will allow the building to be functional during an emergency, particularly for an evacuation event or PG&E Public Safety Power Shutoff. \$600,000 was originally approved to be offset by the San Mateo County Library Fund. An additional \$400,000 offset in FY 2025-26 is proposed. No additional appropriation is requested.
- **City Library Foundation Study and Stair Repair (C2114).** \$250,000 was previously appropriated for this project. \$150,000 was approved to be offset by the San Mateo County Library Fund. No additional funding is requested.
- **Library New Air Conditioning Rooftop Unit (C2337).** \$800,000 was previously appropriated to replace the air conditioning unit on the library rooftop. The full \$800,00 was approved to be offset by the San Mateo County Library Fund. No new funding is requested.
- **Library Bathroom and Kitchen Upgrade (C2418).** \$500,000 was previously appropriated for this project to upgrade the library kitchen and bathrooms. \$500,000 was also approved to be offset by the San Mateo County Library Fund. No new funding is requested.
- **Library Roof Upgrade (C2419).** \$250,000 was previously appropriated to upgrade the library roof with an additional \$119,380 appropriated at the May 12, 2025 City Council meeting, totaling \$369,380. \$250,000 was approved to be offset by the San Mateo County Library Fund.
- **Library Parking Garage Cameras (C2420).** \$500,000 was previously appropriated to install cameras in the library parking garage. \$375,000 was approved to be offset by the San Mateo County Library Fund. No new funding is requested.

Child Care Development Fund 26

The Child Care Fund accounts for development fees collected and used to finance the new childcare facility development and childcare space. Over the next five years, total requested net funding in childcare related projects is \$8.0 million.

Staff requested the following changes to previously approved projects:



- **New Child Care Facility Development (C2326).** \$5 million in funding in FY 2025-26 was previously requested as a placeholder to develop new child care space in the City. Staff proposes moving this funding out to FY 2029-30, based on the estimated timing of development revenues to fund these improvements.
- **Child Care Space Reimbursement (C2327).** \$1 million in funding was previously appropriated in FY 2024-25 and \$1 million per year is requested in both FY 2025-26 and FY 2026-27 for this project to reimburse applicants who choose to meet the Child Care Impact Fee requirement by building child care onsite, rather than by paying the fee, and who oversize the child care space provided relative to the value of the impact fee. Staff proposes removing the originally appropriated \$1 million of funding and moving out the \$1 million per year from the two later years to FY 2028-29 and FY 2029-30. This also better aligns with the estimated timing of development payments.
- **Family and Commercial Daycare Grant Program (C2333).** \$250,000 was previously appropriated in FY 2024-25 for this project to make child care impact fee revenue available as grants to at-home and commercial day care providers to increase service capacity to accommodate more children. An additional \$250,000 was appropriated during FY 2024-25 to increase the dollar amount of grants available to applicants. Staff also proposes funding of \$250,000 in each of the four years from FY 2025-26 to 2028-29 to continue this program.

Park-in-Lieu Fund 27

The Park-in-Lieu Fund accounts for development fees collected and used to finance the acquisition, construction, and major improvement of City parks. Over the next five years, total requested net funding in parks-in-lieu related projects is \$1.6 million.

Completed projects in FY 2024-25:

- Chilton Park Improvements (C1905)

Previously approved projects moved back to the Unfunded List due to limited resources and other higher priority projects:

- Laureola Park Improvements (C1732)

Staff proposes continued and additional funding, where applicable, for the following previously approved projects:

- **North Crestview Park New Master Plan (C2221).** \$225,000 was previously appropriated for this project which is under the new strategic plan goal and objective of exploring new recreational opportunities. No additional funding is requested at this time.
- **Arguello Shade Structure (C2328).** \$50,000 was previously appropriated to add new shade canopies over the sunny picnic site at Arguello Park. \$10,000 is expected to be covered by San Carlos Parks and Recreation Foundation. No additional funding is



requested.

- **Parks Master Plan (C2329).** \$650,000 was previously appropriated for this project. Staff proposes moving out \$200,000 from this appropriation to FY 2025-26 to better align with the project timelines. In addition, staff proposes applying \$150,000 of the General Plan Surcharge Fee reserve to finance this project.
- **Trail Improvements, Expansion and Connections (C2330).** \$570,000 was previously appropriated for this project and an additional \$250,000 is requested in FY 2025-26 to cover the cost of any identified trail improvements, connections, and land acquisitions. San Carlos Park and Recreation Foundation will cover a total of \$60,000 for this work.
- **Conceptual Design of Community Center (C2331).** \$200,000 was previously appropriated for a community input process to identify residents' expectations, needs, and wants for a potential community center. The project will identify possible locations, estimated costs, and funding mechanisms. No additional funding is requested.
- **Burton Park Infield Renovations (C2416).** \$150,000 was previously appropriated to renovate the infields at Burton Park, to reduce the dimensions of the Flanagan Field infield, and to increase the dimensions of Madsen Field infield to better accommodate the age and skill levels that primarily use each of these fields for softball and baseball play. The renovation will also result in an increase in the amount of grass to expand the playable space for youth soccer. \$75,000 will be covered by donations from Softball, AYSO, and the San Carlos Parks & Recreation Foundation. No additional funding is requested.
- **Chilton Park Pathway Modifications (C2417).** This project had \$150,000 previously appropriated in FY 2024-25 to repair cracks in the pathway at the park. Due to competing funding requests of other high priority projects, staff proposes moving the existing funding out to FY 2026-27.

The following new Park-in-Lieu capital project is proposed. A detailed description can be found in the attachments that follow:

- **Parks Master Plan Improvements (C2517).** Funding of \$500,000 for both FY 2027-28 and FY 2028-29 is proposed for this project that will include the initial project design for improvements identified through the Parks Master Plan, which is scheduled to be adopted by the Council by the end of 2025. Staff expect \$25,000 funding per year from the Parks and Recreation Foundation towards the costs of this project in both FY 2027-28 and FY 2028-29.

The following new Park-in-Lieu Fund capital project was proposed but, due to funding limitations, was added to the Unfunded List:

- **North Crestview Park Design and Construction.** Staff proposes placing this new project that will include the initial project design of recommended improvements to North Crestview Park, as identified in the master planning process, on the Unfunded List for now due to insufficient funding. Total estimated funding need is \$7.25 million.



Housing Funds 29 and 31

The Housing-in-Lieu Fund (Fund 29) accounts for development fees and the Low and Moderate Income (LMI) Housing Fund (Fund 31) accounts for LMI assets transferred from the dissolved San Carlos Redevelopment Agency. Both funds must be used to increase and improve the supply of housing affordable to moderate-, low-, very low-, and extremely low-income households. Monies may also be used to cover reasonable administrative or related expenses associated with the administration of this function.

Completed projects in FY 2024-25:

- Study Land Use and Regulatory Options (C1906)
- 1232 Cherry Street Building Demolition (C2216)

Staff proposes continued funding for the following previously approved projects:

- **Cherry Street Below Market Rate Housing Acquisition (C9754).** \$12.7 million was previously appropriated to fund the redevelopment of a site on Cherry Street to create a new affordable housing project. The project includes acquisition of the property at 1232 Cherry Street for assemblage with the adjacent property to create a viable site that can be used for a new, higher-density project. No additional funding is requested.
- **817 Walnut Oven Installation (C2222).** \$200,000 was previously appropriated to cover the cost of installing full-sized ovens with four burner stovetops at the 817 Walnut Street affordable housing project. No additional funding is requested.
- **Affordable Housing Site Acquisition/Construction (C2332).** \$23.1 million was previously appropriated for this project to explore the acquisition, conversion, and future development of properties for the expansion of affordable housing in the City. No additional funding was requested to allow the fund balance with the Housing fund to accumulate. Any new acquisition recommendation will be brought to City Council at a later date as appropriate.

Unfunded List

The Unfunded List represents projects totaling approximately \$364 million across all capital funds that have been requested but not proposed for funding at this time. After the audit has been completed, if there are savings from FY 2024-25, the City Manager may bring forward a recommendation to possibly fund some of these projects.

SAN CARLOS THROUGH THE YEARS - 1960S

A Preview of 1960:

SC Plans Projects

By JIM MONROE
Tribune Staff Writer

SAN CARLOS — Fire department projects top the list of proposed city accomplishment during 1960.

One of them is already underway: That being the new fire station at Howard Avenue and Alameda which will be completed around April 1. The catch here, according to City Administrator John S. Cowgill, is how to keep the station going.

Money for the building came from a 1952 bond issue. But where to raise \$40,000 a year to staff the station is something else again, Cowgill said. Money was allocated in the 1958-59 budget to man the station during the re-

maining months of the current fiscal year.

The second major fire station project is contingent upon the approval of the city's voters. A \$125,000 bond issue will be presented in the April city election for improvement of central station and addition of training facilities.

Number three on the fire list is getting approval of property owners from American Street north to Holly and from Industrial to El Camino for formation of a water assessment district. New and larger pipelines would be installed to ensure adequate water supply in case of fire. The area from American south already has completed its improvements.

Cowgill said the second most important item on the city's agenda, next to the fire station, is the widening of Old County Road the full length of the city.

About 100 feet of culvert remains to be installed. Recently the city put in 770 feet bringing the project nearer to completion.

Action on the city's part depends upon receiving funds from the county for the road work. Only with county aid can the project be undertaken.

Cowgill outlined several other projects being considered during 1960. They include:

—Widening of the bridge at San Carlos Avenue and Ala-

meda to allow right turns without waiting behind a car attempting to make a left turn onto the busy thoroughfare.

—Changing the lights at San Carlos Avenue and Laurel Street (now on the wrong sides of the intersection) and perhaps putting those lights at San Carlos and Alameda if funds can be obtained to purchase new lights for the Laurel intersection.

—Paving three miles of city streets, as yet undesignated.

—Extending Hewitt Drive and opening Torino Drive.

—Constructing a drainage basin east of Bayshore Freeway next to the levee to allow runoff of storm water. This may be a 2-year project.



Two Cities Attempting To Annex

By WARREN GROSHONG
Tribune Staff Writer

Redwood City is going to fight San Carlos for the San Carlos Airport.

Redwood City made its move to annex the airport and surrounding lands last night. San Carlos took similar action last month.

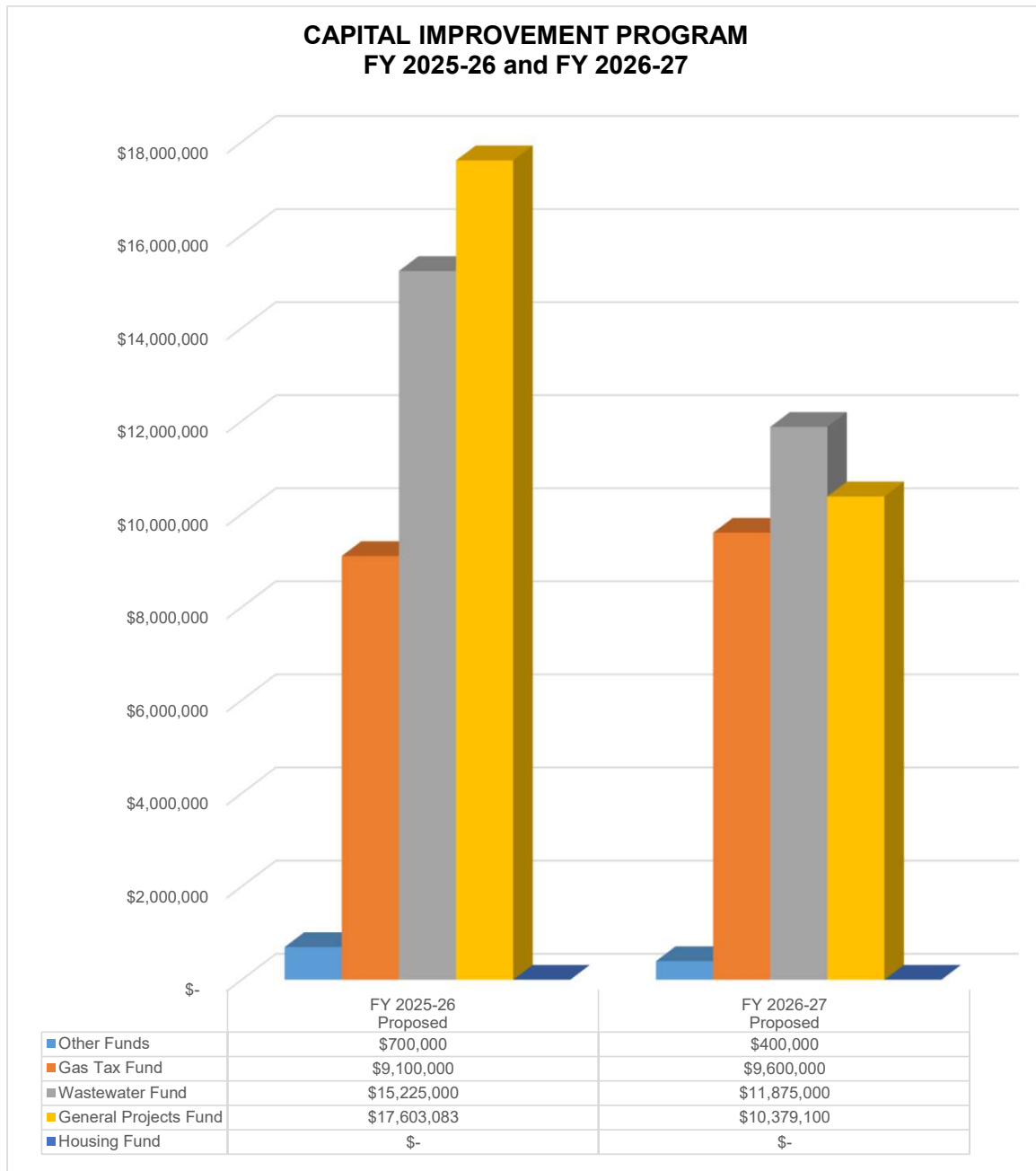
The council adopted a resolution for presentation of annexation plans to the San Mateo County Boundary Commission and the Local Agency Formation Commission.

The total area in Redwood City's annexation proposal is about 350 acres, including the county-owned airport, a large holding by Piombo Construction Co., and some smaller parcels on frontage road adjacent to the airport.

San Carlos took annexation action Oct. 26 by opening proceedings for annexation of about 196 acres, including the airport, the small parcels and about half of the Piombo property.

The area is enveloped on three sides by Redwood City's Redwood Shores development. Redwood City annexed this land in 1958.

The first two-city annexation clash will come Dec. 19, when Redwood City and San Carlos will present their arguments before the Local Agency Formation Commission.





CAPITAL IMPROVEMENT PROGRAM FUND SUMMARY

	FY 23-24 Audited	FY 24-25 Adopted Update	FY 24-25 Revised
Wastewater Fund - Fund 0006 Restricted			
Restricted Fund Balance	\$ 41,156,742	\$ 38,406,124	\$ 47,008,338
SVCW Investment	7,467,296	7,467,296	7,931,778
Total Restricted Fund Balance	48,624,038	45,873,420	54,940,116
Projected Sewer Rate Increase		3.0%	3.0%
Operating Revenues *	25,348,734	27,746,000	24,469,000
General Operating Expenses	(3,661,995)	(3,552,800)	(3,218,000)
Capital Projects	(1,142,670)	(8,525,000)	(11,204,250)
SVCW Operating Expenses	(4,066,432)	(3,132,053)	(3,132,053)
Existing SVCW Bonds	(2,984,601)	(2,989,100)	(2,989,100)
Cash-in-lieu of Debt	-	(2,062,500)	(2,062,500)
SCVW Future Bonds	-	-	-
SCVW Future SRF Loans	-	(1,350,000)	(1,350,000)
State Revolving Loan & Reserve Requirement	(285,858)	-	-
SVCW Capital Contributions	(597,444)	(800,947)	(800,947)
Net Transfers & Allocations to other funds	(3,928,100)	(4,228,100)	(4,228,100)
Investment in SVCW	464,482	-	-
Net change in current year	9,146,114	1,105,500	(4,515,950)
SVCW Investment	7,931,778	7,467,296	7,931,778
Wastewater Fund - Est. Restricted Ending Balance	\$ 47,008,338	\$ 39,511,624	\$ 42,492,388
* Note: Sewer Projected Revenues include Fee Increases that will need to be approved by Council and will be subject to Prop 218 hearings			
Gas Tax Fund - Fund 0016			
Beginning Fund Balance	\$ 10,070,170	\$ 10,828,779	\$ 17,686,924
Other Operating Revenues	965,285	166,900	754,800
Gas Tax Revenues	1,625,479	1,693,600	1,652,500
Measure M	108,510	68,000	68,000
Outside Funding for Capital Projects	26,705	150,000	150,000
Capital Projects	(1,748,425)	(9,460,000)	(9,460,000)
Transfer from GF - Facility/Infrastructure Reserve	-	2,850,000	2,850,000
Transfer from GF - PG&E Settlement	-	-	-
Transfer from GF	3,345,000	-	-
Transfer from General Capital Fund 25	3,275,000	3,275,000	3,275,000
Transfer from Fund 25 Traffic Mitigation Fee Reserve	-	-	-
Transfer from Measure A/K (F14) and Measure W (F18) Funds	1,200,000	1,642,900	1,642,900
Net Transfers & Allocations from/(to) other funds*	(1,180,800)	(1,216,100)	(1,216,100)
Net Change in Fund Balance	7,616,754	(829,700)	(282,900)
Gas Tax Fund - Estimated Ending Balance	\$ 17,686,924	\$ 9,999,079	\$ 17,404,024
Capital Projects Fund - Fund 0025			
Unrestricted Fund Balance	\$ 28,051,142	\$ 2,003,574	\$ 32,095,630
Restricted	3,741,622	3,538,672	2,998,495
Total Beginning Fund Balance	31,792,764	5,542,246	35,094,125
Operating Revenues	6,287,601	5,728,300	5,838,900
Restricted Revenues	1,386,893	1,354,800	459,700
Outside Funding for Capital Projects	5,098,681	3,730,457	1,081,257
Capital Projects	(12,296,813)	(11,279,300)	(38,569,824)
Net Transfers & Allocations from/(to) other funds	2,825,000	(267,530)	386,227
Net Change in Fund Balance	3,301,362	(733,274)	(30,803,740)
Restricted Fund (Bldg. Maintenance/Imp)	79,500	79,500	107,225
Turf Replacement Reserve	677,384	642,938	822,384
Technology Fee Reserve	182,540	223,035	217,240
Traffic Mitigation Fee Reserve	264,949	372,946	39,949
General Plan Update Reserve	451,515	-	237,494
Levee Assessment Reserve	159,151	204,062	189,151
PEG Fund Reserve	334,282	227,160	334,282
Parks and Recreation Donations Reserve	849,174	804,810	849,174
Library Reserve	-	-	-
Community Benefits Reserve	-	-	-
Total Restricted Fund	2,998,495	2,554,451	2,796,899
Capital Fund - Est Unrestricted Ending Balance	\$ 32,095,630	\$ 2,254,522	\$ 1,493,485

CAPITAL IMPROVEMENT PROGRAM
FUND SUMMARY

FY 25-26 Proposed	FY 26-27 Proposed	FY 27-28 Requested	FY 28-29 Requested	FY 29-30 Requested
\$ 42,492,388 7,467,296 49,959,684 3.0% 28,897,800 (3,765,800) (15,225,000) (4,610,000) (2,975,900) - (366,100) (1,350,000) - (710,000) (5,429,700) - (5,534,700) 7,467,296 \$ 36,957,688	\$ 36,957,688 7,467,296 44,424,984 3.0% 28,743,100 (4,398,800) (11,875,000) (4,477,000) (2,973,500) - (366,500) (1,350,000) - (682,000) (5,603,200) - (2,982,900) 7,467,296 \$ 33,974,788	\$ 33,974,788 7,467,296 41,442,084 4.0% 29,638,900 (4,144,300) (12,275,000) (4,648,000) (2,976,900) - (366,100) (1,350,000) (1,689,000) (757,000) (5,781,300) - (4,348,700) 7,467,296 \$ 29,626,088	\$ 29,626,088 7,467,296 37,093,384 4.0% 29,993,100 (4,846,300) (10,875,000) (4,824,000) (2,975,500) - (365,500) (1,350,000) (1,689,000) (833,000) (5,993,700) - (3,758,900) 7,467,296 \$ 25,867,188	\$ 25,867,188 7,467,296 33,334,484 4.0% 29,241,300 (4,479,400) (9,775,000) (5,008,000) (2,969,900) - (563,100) (1,350,000) (1,917,000) (909,000) (6,193,400) - (3,923,500) 7,467,296 \$ 21,943,688
\$ 17,404,024 349,300 1,683,300 65,000 120,000 (9,100,000) 2,850,000 - - 3,275,000 2,142,100 (1,513,000) (128,300) \$ 17,275,724	\$ 17,275,724 359,700 1,733,600 67,000 120,000 (9,600,000) - - - 2,850,000 1,742,700 (1,558,200) (4,285,200) \$ 12,990,524	\$ 12,990,524 370,500 1,785,600 69,000 80,000 (9,980,000) - - - 2,850,000 1,794,700 (1,605,000) (4,635,200) \$ 8,355,324	\$ 8,355,324 381,600 1,839,000 82,400 80,000 (7,980,000) - - - - 1,808,000 (1,653,200) (5,442,200) \$ 2,913,124	\$ 2,913,124 393,100 1,894,000 96,200 80,000 (5,480,000) - - - - 1,831,700 (1,702,900) (2,887,900) \$ 25,224
\$ 1,493,485 2,796,899 4,290,384 6,135,600 7,466,300 2,631,100 (17,603,083) 6,574,000 5,203,917 107,225 959,084 252,940 1,252,884 490,494 220,051 334,282 649,174 - 4,200,000 8,466,134 \$ 1,028,167	\$ 1,028,167 8,466,134 9,494,301 6,229,600 1,405,500 329,100 (10,379,100) 4,150,000 1,735,100 - 1,099,884 289,740 2,342,884 596,594 251,851 334,282 649,174 - 4,200,000 9,764,409 \$ 1,464,992	\$ 1,464,992 9,764,409 11,229,401 6,326,400 2,035,000 - (5,800,000) (850,000) 1,711,400 - 1,244,884 327,640 4,052,884 705,894 284,651 334,282 649,174 - 4,200,000 11,799,409 \$ 1,141,392	\$ 1,141,392 11,799,409 12,940,801 6,426,100 2,174,800 - (6,086,000) 1,500,000 4,014,900 - 1,394,284 366,640 4,742,884 818,494 318,451 334,282 649,174 - 4,200,000 12,824,209 \$ 4,131,492	\$ 4,131,492 12,824,209 16,955,701 6,528,900 1,004,900 10,000,000 (12,399,000) 1,500,000 6,634,800 - 1,548,184 406,840 5,402,884 934,494 353,251 334,282 649,174 - 4,200,000 13,829,109 \$ 9,761,392

June 09, 2025

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CAPITAL IMPROVEMENT PROGRAM FUND SUMMARY

	FY 23-24 Audited	FY 24-25 Adopted Update	FY 24-25 Revised
Child Care Fund - Fund 26			
Beginning Fund Balance	-	1,105,700	1,090,502
Operating Revenues	1,090,502	4,078,400	38,300
Operating Expenses - private grant program	-	-	-
Outside Funding for Capital Projects	-	-	-
Capital Projects	-	(1,250,000)	(500,000)
Net Transfers & Allocations to other funds	-	-	-
Net Change in Fund Balance	\$ 1,090,502	\$ 2,828,400	\$ (461,700)
Child Care Fund - Est Ending Balance	\$ 1,090,502	\$ 3,934,100	\$ 628,802
Park In Lieu Fund - Fund 27			
Beginning Fund Balance	\$ 1,546,077	\$ 64,477	\$ 1,662,076
Operating Revenues	122,108	1,138,900	281,500
Operating Expenses	-	-	-
Transit Village			(600,000)
Outside Funding for Capital Projects	216,287	20,000	95,000
Capital Projects	(222,396)	(820,000)	(1,422,604)
Transfer from Capital Improvement Fund (fund 25)			
Net Transfers & Allocations to other funds	-	-	-
Transit Village Reserve			600,000
Net Change in Fund Balance	\$ 115,999	\$ 338,900	\$ (1,646,104)
Total Restricted Fund	-	-	600,000
Park In Lieu Fund - Est Ending Balance	\$ 1,662,076	\$ 403,377	\$ 15,972
Parking In Lieu Fund - Fund 0028			
Beginning Fund Balance	\$ 397,955	\$ 73,655	\$ 132,425
Operating Revenues	7,974	-	\$ 2,900
Operating Expenses	-	-	\$ (51,496)
Capital Projects	(23,504)	-	\$ -
Net Transfers & Allocations to other funds	(250,000)	(73,655)	\$ (83,829)
Net Change in Fund Balance	(265,530)	(73,655)	(132,425)
Parking In Lieu Est Ending Balance	\$ 132,425	\$ -	\$ 0
Housing Fund - Fund 0029 and 0031			
Beginning Fund Balance	\$ 23,024,910	\$ 14,002,675	\$ 14,252,339
Operating Revenues	4,658,416	7,653,900	1,360,400
Operating Expenses	(225,327)	(715,400)	(727,940)
Capital Projects	(12,784,259)	(10,000,000)	(10,262,734)
Net Transfers & Allocations to other funds	(421,400)	(434,100)	(434,100)
Net Change in Fund Balance	(8,772,571)	(3,495,600)	(10,064,374)
Housing in Lieu Est Ending Balance	\$ 14,252,339	\$ 10,507,075	\$ 4,187,965
Library Improvements Fund 0095			
Beginning Fund Balance	\$ 2,447,613	\$ 1,331,981	\$ 2,709,505
Operating Revenues	407,273	-	1,393,000
Operating Expenses	(326,959)	-	-
Outside Funding for Capital Projects	380,551	-	1,125,000
Capital Projects	(198,972)	-	(3,392,239)
Transfer to Capital Improvement Fund (fund 25)			(1,577,398)
Transfers & Allocations to other funds	-	(1,331,981)	(257,868)
Net Change in Fund Balance	261,892	(1,331,981)	(2,709,505)
Library Improvements Est Ending Balance	\$ 2,709,505	\$ -	\$ 0

**CAPITAL IMPROVEMENT PROGRAM
FUND SUMMARY**

FY 25-26 Proposed	FY 26-27 Proposed	FY 27-28 Requested	FY 28-29 Requested	FY 29-30 Requested
628,802 3,157,500 - - (250,000) -	3,536,302 28,300 - - (250,000) -	3,314,602 1,379,100 - - (250,000) -	4,443,702 3,380,000 - - (1,250,000) -	6,573,702 30,900 - - (6,000,000) -
\$ 2,907,500	\$ (221,700)	\$ 1,129,100	\$ 2,130,000	\$ (5,969,100)
\$ 3,536,302	\$ 3,314,602	\$ 4,443,702	\$ 6,573,702	\$ 604,602
\$ 15,972 167,800 - 20,000 (450,000) 400,000 - 600,000	\$ 153,772 1,042,800 - - (150,000) - 600,000	\$ 1,046,572 178,000 - 25,000 (500,000) - 600,000	\$ 749,572 183,300 - 25,000 (500,000) - 600,000	\$ 457,872 968,800 - - - - 600,000
\$ 137,800	\$ 892,800	\$ (297,000)	\$ (291,700)	\$ 968,800
\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000
\$ 153,772	\$ 1,046,572	\$ 749,572	\$ 457,872	\$ 1,426,672
\$ 0 - - - -	\$ 0 - - - -	\$ 0 - - - -	\$ 0 - - - -	\$ 0 - - - -
\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
\$ 4,187,965 \$ 16,294,100 (748,100) - (547,100) 14,998,900	\$ 19,186,865 7,232,500 (770,500) - (563,500) 5,898,500	\$ 25,085,365 6,061,600 (793,400) - (580,400) 4,687,800	\$ 29,773,165 17,231,200 (817,000) - (597,700) 15,816,500	\$ 45,589,665 691,300 (841,600) - (615,600) (765,900)
\$ 19,186,865	\$ 25,085,365	\$ 29,773,165	\$ 45,589,665	\$ 44,823,765
\$ 0 - - - - -	\$ 0 - - - - -	\$ 0 - - - - -	\$ 0 - - - - -	\$ 0 - - - - -
\$ 0	\$ 0	\$ 0	\$ 0	\$ 0



SAN CARLOS THROUGH THE YEARS - 1960S

Record City Budget in San Carlos

A record proposed budget for 1963-64 of \$1,892,235 has been submitted to the San Carlos city council by City Administrator C. R. Allen.

Although the budget advocated by Allen is some \$400,000 higher than last year it can be financed by the same tax rate of 89.13 cents per \$100 of assessed valuation, the administrator said.

An increase of nearly \$2,000,000 in the city's assessed valuation, to \$55,690,362, use of reserve funds and allocation of 60 per cent of the city sales tax revenue to reduce the general tax rate are reasons for being able to maintain the tax rate. Allen reported.

For the first time, the recreation and park fund has been isolated from inclusion as part of the general fund in the budget.



—Tribune Photo

Turning the Present Into the Past

San Carlos's first school, now San Carlos Apartments, is being razed today to make way for a new apartment building. The former elementary school, at the corner of Elm Street and San Carlos Avenue, was built shortly after World War I as a private residence, but could not be sold, according to Lyle Clark, retired fire chief. It was used as a school for many years.

Redwood City Tribune, 1964

San Carlos Approves Tax Boost

By WARREN GROSHONG
Tribune Education Editor

It was a black Tuesday for bond issues yesterday as proposals in Redwood City, San Carlos and Ravenswood elementary school districts failed to make the two-thirds majority.

The only successful measure on the three ballots was an increase in the San Carlos school tax rate ceiling from \$2 to \$2.40, which required only a simple majority.

The voter turnout ranged from poor to fair. Redwood City had only 22.9 per cent of its registered voters out — the lowest showing in several years. Ravenswood had 24 per cent and San Carlos was tops at 30 per cent.

Best Steak Dinner

on the
PENINSULA

San Carlos

HOUSE of TROY

1240 El Camino — 592-0433

MIDWEEK SPECIAL
11-oz. Charcoal Broiled Sirloin with
Crispy Onion Rings; Mixed Green
Salad; Complimentary Glass of Wine;
plus MINILOAF OF HOT, FRESH-
BAKED BREAD.

Mon.-Thurs. \$3⁶⁵

JACK LaLANNE

Health Club

FOR MEN — WOMEN

• Indoor heated pool • Fully equipped gym • Rock steam

1144 EL CAMINO

LY 1-4484

SAN CARLOS

Packet Pg. 548



CAPITAL IMPROVEMENT PROGRAM BUDGET DETAIL

Fund/ Project	Project Name	Total Approved Budget as of 6/30/2025	Total Project Spent as of 3/4/2025	FY 24-25 Adopted Update	FY 25-26 Proposed	FY 26-27 Proposed	FY 27-28 Requested	FY 28-29 Requested	FY 29-30 Requested	Total Project Funding
0006										
<u>Previously approved/Ongoing projects</u>										
C9609	Wastewater Financial Plan & Rate Study	120,000	54,108	-	-	-	-			120,000
C9617	Annual Sewer System Rehabilitation Program	7,000,000	6,144,304	7,000,000	7,000,000	7,000,000	7,000,000	7,000,000	7,000,000	42,000,000
C1702	Annual On-Call Sewer Contracts	900,000	666,459	900,000	900,000	900,000	900,000	900,000	900,000	5,400,000
C1736	Sewer System CCTV Inspection	1,382,701	935,364	-	400,000	-	400,000	-	400,000	2,582,701
C1737	Annual Sewer Lateral Replacement	300,000	130,894	300,000	300,000	300,000	300,000	300,000	300,000	1,800,000
C1752	Annual Sewer System Root Foaming	175,000	160,684	175,000	175,000	175,000	175,000	175,000	175,000	1,050,000
C2101	Generator Installation for Sewer Pump Stations	250,000	61,168	-	-	-	-			250,000
C2301	Sewer and Storm Pump Station Assessment	150,000	-	-	-	-	-			150,000
C2302	Sewer Model Update	374,560	282,787	-	-	-	-			374,560
C2303	Shoreway Road Sewer Main Relocation Project	605,000	136,729	-	3,000,000	-	-			3,605,000
C2304	Tierra Linda Pump Station Improvements	1,000,000	86,471	-	-	-	-			1,000,000
C2305	Capacity Improvements	-	-	-	2,000,000	3,500,000	3,500,000	2,500,000	1,000,000	12,500,000
C2401	Man Hole Monitoring System Upgrade	150,000	138,415	150,000	-	-	-			150,000
<u>New Proposed Projects</u>										
C2501	Replacement of Combination Sewer Truck				900,000					900,000
C2502	Upgrade of Existing SCADA Hardware at all Sewer and Storm Pump Stations				450,000					450,000
C2503	Wastewater Rate and Capacity Charge Study - NEW				100,000					100,000
Total Outside Funding		-	-	-	-	-	-	-	-	-
Total Capital		12,407,261	8,797,382	8,525,000	15,225,000	11,875,000	12,275,000	10,875,000	9,775,000	72,432,261
Total Transfers (Inter-project)		-	-	-	-	-	-	-	-	-
Total Wastewater Fund 0006		12,407,261	8,797,382	8,525,000	15,225,000	11,875,000	12,275,000	10,875,000	9,775,000	72,432,261
Ending Fund Balance Wastewater Fund 0006				39,511,624	36,957,688	33,974,788	29,626,088	25,867,188	21,943,688	

SAN CARLOS SPOTLIGHT

The Circle Star Theater



JANE POWELL, star of stage, screen, and television, has the role of Eliza Doolittle in "My Fair Lady," premiere production of the new Circle Star Theater, on 13 October. Britisher Michael Evans, as Professor Higgins, co-stars.

Circle Star Theater To Open With 'My Fair Lady' October

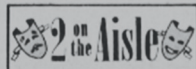
Top shows with top stars, elaborate costumes and the most up-to-date lighting and sound systems ever to be used in Northern California will come to the San Carlos-Redwood City area next month when veteran showmen Sammy Lewis and Danny Dare open their fabulous theater-in-the-round, the Circle Star Theater, at 1717 Industrial Road.

Located on a nine-acre site on the San Carlos-Redwood City border, near Bayshore and Whipple, the theater is now nearing completion. Built at a cost of nearly \$3,000,000, it will seat 3,298 comfortably, none more than 60 feet from the circular stage. There are 20 rows and 16 aisles, and no pillars obstruct the view.

Starting 13 October, with each show playing for two weeks, 46 weeks of musicals, celebrity shows, comedies, opera and ballet are planned by the producers, whose Melody-

starring leggy Juliet Prowse (27 October-8 November); "Bye Bye Birdie," with George Gobel and Elaine Dunn (10-22 November); the Nat King Cole Show (24 November-6 December), and "She Loves Me," starring Dorothy Collins (8-20 December).

Information regarding discounts, etc., for military to the Circle Star Theater productions will soon be released. Watch this page for further details.



Circle Star Theater, year unknown

land in Anaheim during the past year has been one of the most successful operations in American show business history.

The opening production, 13-25 October, will be "My Fair Lady," starring lovely stage, screen and TV star Jane Powell as Eliza Doolittle. Britisher Michael Evans will portray Professor Higgins, a role he has played more than 1500 times all over the world, and comedian Ben Wrigley will play Eliza's father, the dustman Alfred P. Doolittle.

"My Fair Lady" will be followed by "Irma La Douce,"

FREE TICKETS:

Ruddygore

TWOFERS:

Front Page (comedy).
Gallows Humor (weirdy).
Shadow of a Gunman (drama).
The Fantasticks (musical).
Under the Yum Yum Tree (comedy).
Lulu (drama).

REDUCTIONS:

Flyatt Music Theater, 15 Sept. opening.
Champion Speedway.
Bay Cruise (in uniform).
Madame Tussaud's Wax Museum.
Della Union Movie.
Planetarium Show.

TICKET INFORMATION
Call PFC James Ding, Entertainment Editor, at Extension 3386.

Page Six THE STAR PRESIDIAN Friday, 11 September, 1964

'HELLO DOLLY' AT CIRCLE STAR

Producers Sammy Lewis and Danny Dare will present the first in-the-round production in history of the musical comedy hit, "Hello Dolly," for four weeks beginning Nov. 28 at the Circle Star Theater in San Carlos.

Mail orders only are now being accepted at the theater.

Judy Garland At Circle Star For Six Performances

The name Judy Garland is magic. It creates love, laughter, tears and sunshine. No star in the history of show business has the emotional impact that Miss Garland has on an audience.

Judy Garland is due in the Bay Area 31 August for six performances at the Circle Star Theater in San Carlos. Already, her advance sale is phenomenal. Since her sudden ascent to stardom in the cyclone in "The Wizard of Oz," Miss Garland has become an international celebrity and earned the sobriquet, "The Legend."

Star Presidian, 1965

**C9609: Wastewater Financial Plan & Rate Study**

Fund Number:	6	Location:	Citywide
Department:	Public Works	Strategic Plan:	No
Project Manager:	Grace Le	Priorities:	Financial Solvency
Category:	Sewer	Priority Rating:	1

Description

A Financial Plan/Rate Study is used to evaluate the current operating costs, take into account upcoming capital cost impacts, and develop recommendations to ensure long-term financial sustainability. A rate study was performed in 2019 for the four-year rate setting. The rate study started in early 2023. At that time, we also updated the Sewer Connection Fee, which was last updated in 2016.

Justification

The Wastewater Enterprise Fund is facing unprecedented cost increases, including urgently needed rehabilitation of the collection system, capital renewal of Silicon Valley Clean Water's (SVCW) wastewater treatment and conveyance systems, preventive maintenance of the collection system, and additional capacity to relieve flow constraints in the collection system. Accurate cost accounting and recommendations for rate setting are critical to the City's credibility with ratepayers.

Duration

July 2022 to June 2025

Status

Ongoing

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 120,000	\$ 54,108	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 120,000
New Request	-	-	-	-	-	-	-	-
Total	<u>\$ 120,000</u>	<u>\$ 54,108</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 120,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ 120,000</u>	<u>\$ 54,108</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 120,000</u>

Future Impact on Operating Budget

Negligible impact.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services

Capitalized Project	Non-Capitalized Project	X
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**C9617: Annual Sewer System Rehabilitation Program - AMENDED**

Fund Number:	6	Location:	Citywide
Department:	Public Works	Strategic Plan:	Yes
Project Manager:	Alex Tat	Priorities:	Master Plan; Safety; Legal mandate and requirement; and Council's Strategic Plan
Category:	Sewer	Priority Rating:	1

Description

The Sewer Master Plan was approved by the Council in March 2013. The estimated cost of repair, rehabilitation, or replacement cited in the Sewer Master Plan will range between \$60 and \$72 million for a comprehensive repair approach that would include manhole-to-manhole pipe rehabilitation and replacement targeted at restoring the sewers to a better overall condition to maximize their remaining service lives. Additionally, the project replaces or installs the lower portion of the sanitary sewer laterals and property line clean-outs to prevent or reduce sanitary sewer overflows. The upgrades are funded by sewer rate fee increases over the next few years as approved by the Council in 2024 based on recommendations from a rate study completed in 2023.

Justification

Sewer System rehabilitation is necessary to maintain the City's aging sewer collection system. Based on the condition assessment from the Sewer Master Plan, it was estimated that over 40 percent of the pipes in the collection system are in need of repair, rehabilitation, or replacement to address significant structural deficiencies. The annual rehabilitation project has steadily addressed grade 4 and 5 defects to reduce the estimate provided in the Sewer Master Plan. Replacing the programmed funding is based on the San Carlos Wastewater Cash Flow projections of the Sewer Financial Plan & Rate Studies prepared by Bartle Wells Associates in 2019 and HF&H Consultants in 2023. The additional appropriations will address more grade 4 and 5 defects as well as replace additional lower laterals. Overall, the Project aims to reduce sanitary sewer overflows, additional staff time needed to address and maintain the sewer system, and retaining contractors to perform emergency repairs at higher costs.

Duration

Continuous.

Status

On-going.

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 7,000,000	\$ 6,144,304	\$ 5,000,000	\$ 5,000,000	\$ 5,000,000	\$ -	\$ -	\$ 22,000,000
New request	-	-	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 7,000,000	\$ 7,000,000	\$ 20,000,000
Total	<u>\$ 7,000,000</u>	<u>\$ 6,144,304</u>	<u>\$ 7,000,000</u>	<u>\$ 7,000,000</u>	<u>\$ 7,000,000</u>	<u>\$ 7,000,000</u>	<u>\$ 7,000,000</u>	<u>\$ 42,000,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ 7,000,000</u>	<u>\$ 6,144,304</u>	<u>\$ 7,000,000</u>	<u>\$ 7,000,000</u>	<u>\$ 7,000,000</u>	<u>\$ 7,000,000</u>	<u>\$ 7,000,000</u>	<u>\$ 42,000,000</u>

Future Impact on Operating Budget

This is a continuous capital improvement project funded by Sewer Fund.

Current Strategic Plan Objective

X	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	X Non-Capitalized Project



**C1702: Annual On-Call Sewer Contracts**

Fund Number:	6	Location:	Citywide
Department:	Public Works	Strategic Plan:	Yes
Project Manager:	Alex Tat	Priorities:	Sewer Fund, Master Plan, Safety, Cost of Deferred Maintenance; Previously Funded
Category:	Sewer	Priority Rating:	1

Description

The City is responsible for maintenance and rehabilitation of the sewer collection system, which consists of 106 miles of sewer mains, one mile of force main, and over 8,000 lower laterals. As the sanitary sewer collection system continues to age and deteriorate, there is a high risk of the system failing and sewage spilling into the environment causing sanitary sewer overflows (SSOs). Once a sewer main overflows or fails, it is necessary to have a contractor mobilize and make immediate repairs to prevent sewage from further spilling into the environment. Being proactive to prevent main failures or recurring overflows enables the City to reduce SSOs within sanitary sewer collection system and continue the positive progress made by the City.

Justification

Retaining a sewer contractor through the Annual On-Call Sewer Contracts project to replace and rehabilitate failed sewer infrastructure on an as-needed basis allows the City to reduce SSOs for sanitary sewer collection system.

Duration

Continuous.

Status

On-going.

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 900,000	\$ 622,317	\$ 900,000	\$ 900,000	\$ 900,000	\$ -	\$ -	\$ 3,600,000
New request	-	-	\$ -	\$ -	\$ -	\$ 900,000	\$ 900,000	1,800,000
Total	<u>\$ 900,000</u>	<u>\$ 622,317</u>	<u>\$ 900,000</u>	<u>\$ 900,000</u>	<u>\$ 900,000</u>	<u>\$ 900,000</u>	<u>\$ 900,000</u>	<u>\$ 5,400,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ 900,000</u>	<u>\$ 622,317</u>	<u>\$ 900,000</u>	<u>\$ 900,000</u>	<u>\$ 900,000</u>	<u>\$ 900,000</u>	<u>\$ 900,000</u>	<u>\$ 5,400,000</u>

Future Impact on Operating Budget

This is a continuous capital improvement project funded by Sewer Fund.

Current Strategic Plan Objective

X	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	Non-Capitalized Project
	X



**C1736: Sewer System CCTV Inspection**

Fund Number:	6	Location:	Citywide
Department:	Public Works	Strategic Plan:	Yes
Project Manager:	Alex Tat	Priorities:	Master Plan, Safety, Previously Funded
Category:	Sewer	Priority Rating:	2

Description

Sewer Closed Circuit Television (CCTV) Inspection Program.

Justification

The last citywide sewer cleaning and inspection project was completed in 2017 and included video inspection and condition ratings for all pipes in the City's sewer system (approximately 106 miles of pipeline). Staff uses the closed circuit television footage and defect data from this past project to prioritize lines for repair, rehabilitation, or replacement in upcoming sewer rehabilitation projects. Over time, sewer pipe conditions change due to deterioration, tree roots intrusion, grease, or other causes, so it is crucial to regularly monitor and record the condition of the sewer pipes to identify potential issues before sanitary sewer overflows (SSOs) or backups occur in the system. The City plans to conduct sewer cleaning and inspection projects consisting of three to five sewer basins each. The result will be that the City will have inspected the entire collection system every four to five years and will coordinate the schedule of inspection with anticipated future sewer rehabilitation projects. Video recordings and inspection data are archived on the City's server and Computerized Maintenance Management System (CMMS), and are used jointly by Engineering and Maintenance staff to monitor the system. The estimated cost of cleaning and inspection will range from \$200,000 - \$400,000 every other year, depending upon the number, size, and accessibility of sewer lines to be cleaned and inspected.

Duration

Continuous.

Status

On-going.

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 1,382,701	\$ 935,364	\$ 400,000	\$ -	\$ 400,000	\$ -	\$ -	\$ 2,182,701
New request	-	-	-	-	-	-	400,000	400,000
Total	<u>\$ 1,382,701</u>	<u>\$ 935,364</u>	<u>\$ 400,000</u>	<u>\$ -</u>	<u>\$ 400,000</u>	<u>\$ -</u>	<u>\$ 400,000</u>	<u>\$ 2,582,701</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project	<u>\$ 1,382,701</u>	<u>\$ 935,364</u>	<u>\$ 400,000</u>	<u>\$ -</u>	<u>\$ 400,000</u>	<u>\$ -</u>	<u>\$ 400,000</u>	<u>\$ 2,582,701</u>

Future Impact on Operating Budget

This is a continuous capital improvement project funded by Sewer fund.

Current Strategic Plan Objective

X	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	Non-Capitalized Project
	X



**C1737: Annual Sewer Lateral Replacement**

Fund Number:	6	Location:	Citywide
Department:	Public Works	Strategic Plan:	Yes
Project Manager:	Alex Tat	Priorities:	Safety, Previously Funded, Legal Requirement and Mandate
Category:	Sewer	Priority Rating:	1

Description

Annual Sewer Lateral Replacement Program.

Justification

The typical sanitary sewer lateral is broken into two parts: the upper lateral extending from the house to the City right-of-way line and the lower lateral extending from the City right-of-way line to the sewer main in the street. Typically, the private property owner is responsible for the upper lateral, and when a clean-out either exists or is provided in conjunction with needed repairs to the lower lateral, the City will accept future maintenance responsibility for the lower lateral. This maintenance involves as-needed cleaning to resolve blockages, such as roots, or repair and replacement if the integrity of the pipe is compromised and there have been repeated calls for service. City Maintenance staff generates a list of laterals that require replacement but are not connected to a planned main rehabilitation or replacement project. Aging laterals are prone to root intrusion, structural deficiencies, and grease build-up, and contribute to sewer backups, blockages and rainwater intrusion into the sewer. In August 2013, the Sewer Lateral Replacement Program (Program) was created to reduce sanitary sewer overflows (SSOs) caused by defective laterals and reduce recurring maintenance costs. Sewer Lateral Replacement projects are conducted annually.

Duration

Continuous.

Status

On-going.

Programmed Funding

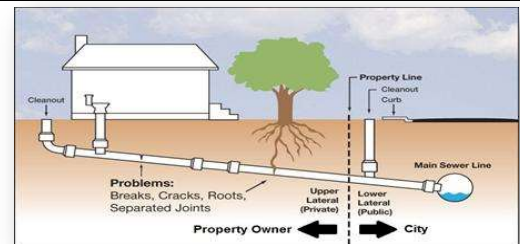
	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 300,000	\$ 130,894	\$ 300,000	\$ 300,000	\$ 300,000	\$ -	\$ -	\$ 1,200,000
New request	-	-	-	-	-	\$ 300,000	\$ 300,000	600,000
Total	<u>\$ 300,000</u>	<u>\$ 130,894</u>	<u>\$ 300,000</u>	<u>\$ 300,000</u>	<u>\$ 300,000</u>	<u>\$ 300,000</u>	<u>\$ 300,000</u>	<u>\$ 1,800,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ 300,000</u>	<u>\$ 130,894</u>	<u>\$ 300,000</u>	<u>\$ 300,000</u>	<u>\$ 300,000</u>	<u>\$ 300,000</u>	<u>\$ 300,000</u>	<u>\$ 1,800,000</u>

Future Impact on Operating Budget

This is a continuous capital improvement project funded by Sewer Fund.

Current Strategic Plan Objective

X	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	Non-Capitalized Project
	X



**C1752: Annual Sewer System Root Foaming**

Fund Number:	6	Location:	Citywide
Department:	Public Works	Strategic Plan:	Yes
Project Manager:	Alex Tat	Priorities:	Safety, Legal Requirement and Mandate, Previously Funded
Category:	Sewer	Priority Rating:	1

Description

Annual Sewer Root Foaming Program.

Justification

Tree root growth inside sewer pipes is a significant cause of sanitary sewer overflows (SSOs) in San Carlos. Root intrusions cause approximately 30% of SSOs. Though sewer line rehabilitation and replacement are still the City's primary means of repairing sewer line defects, the use of chemical root control can be an effective means of reducing and preventing root defects until a pipe is scheduled for complete repair or replacement. Over the past eight years, root control has been managed by the City's Maintenance staff, but to address the large number of lines with root defects and to coordinate the work with planned rehabilitation projects, the City's Engineering staff will take over the root control program. The chemical used is non-toxic and approved by the Environmental Protection Agency for root control. It is also approved for use by the Silicon Valley Clean Water sewer treatment plant and does not impair the health of trees. The City plans to hire a contractor to conduct annual sewer root foaming to chemically control root growth within sewer pipelines. Sewer lines will be prioritized by sewer basin and number of root defects as identified by Closed Circuit Television (CCTV) inspections, and by maintenance history, such as the number of blockages caused by roots. Chemical root control kills roots on contact inside pipe walls and the foam penetrates through wye connections to kill roots in lateral lines. Trees and other above-ground vegetation are not harmed. Six months after root foaming, when the roots have decayed, the City will use a separate contractor to clean the sewer lines to knock off any decayed roots. The herbicidal treatment will prevent root re-growth for two to three years, reducing or preventing sewer line blockages caused by roots.

Duration

Continuous.

Status

On-going.

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 175,000	\$ 160,684	\$ 175,000	\$ 175,000	\$ 175,000	\$ -	\$ -	\$ 700,000
New request	-	-	-	-	-	175,000	175,000	350,000
Total	<u>\$ 175,000</u>	<u>\$ 160,684</u>	<u>\$ 175,000</u>	<u>\$ 175,000</u>	<u>\$ 175,000</u>	<u>\$ 175,000</u>	<u>\$ 175,000</u>	<u>\$ 1,050,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project	<u>\$ 175,000</u>	<u>\$ 160,684</u>	<u>\$ 175,000</u>	<u>\$ 175,000</u>	<u>\$ 175,000</u>	<u>\$ 175,000</u>	<u>\$ 175,000</u>	<u>\$ 1,050,000</u>

Future Impact on Operating Budget

This is a continuous capital improvement project funded by Sewer Fund.

Current Strategic Plan Objective

X	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	Non-Capitalized Project
	X



**C2101: Generator Installation at Sewer Pump Stations**

Fund Number:	6	Location:	Citywide
Department:	Public Works	Strategic Plan:	Yes
Project Manager:	Alex Tat	Priorities:	Safety; Previously Funded
Category:	Facilities	Priority Rating:	2

Description

This project will design transfer switches and permanent generators at three sewer pumps located throughout the city.

Justification

Sewer pumps stations do not have permanent generators and staff must transport the portable generators during a power outage. Installing permanent generators will reduce risks of Sanitary Sewer Overflows (SSOs) during an emergency and free up staff time to address other emergencies. The project is consistent with the objectives in the City Council's Strategic Plan for public safety planning.

Duration

FY2023-24 to FY2025-26

Status

Ongoing.

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Approved Expenses	\$ 250,000	\$ 61,168	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 250,000</u>	<u>\$ 61,168</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 250,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project	<u>\$ 250,000</u>	<u>\$ 61,168</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 250,000</u>

Future Impact on Operating Budget

Maintenance costs will be funded by the Sewer Fund.

Current Strategic Plan Objective

X	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	X Non-Capitalized Project



**C2301: Sewer and Storm Pump Station Assessment**

Fund Number:	6	Location:	Citywide
Department:	Public Works	Strategic Plan:	Yes
Project Manager:	Alex Tat and Lou Duran	Priorities:	Master Plan; Safety; Council's Strategic Plan; Previously Funded
Category:	Sewer	Priority Rating:	2

Description

The existing sewer and storm pump stations across the city need to be inspected and assessed to improve capacity and discharge. Staff performs yearly preventative maintenance; however, staff is no longer able to maintain efficiency through preventative maintenance due to the age of the pumps and electrical equipment. The assessment will assist in evaluating the storage of waste and stormwater, the condition of the pumps, improvements to the electrical panels, and services to improve efficiency.

Justification

Assessing the sewer and storm pump stations will address City Council's priorities of safety and the cost of deferred maintenance. The pump stations are crucial to collect, store, and lift waste and stormwater and failures can cause sewer overflows at manholes or flooding within the streets. Assessing the improvements will also reduce the cost of preventative maintenance and staff time to constantly repair or improve efficiency.

Duration

July 2025 - June 2026

Status

Ongoing.

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Approved Expenses	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 150,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 150,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ 150,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 150,000</u>

Future Impact on Operating Budget

Maintenance costs will be funded by the Sewer Fund.

Current Strategic Plan Objective

X	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	Non-Capitalized Project
	X



**C2302: Sewer Model Update**

Fund Number:	6	Location:	Citywide
Department:	Public Works	Strategic Plan:	Yes
Project Manager:	Alex Tat	Priorities:	Safety
Category:	Sewer	Priority Rating:	1

Description

The original hydraulic model of the sanitary sewer model was done in 2013, which needs to be updated to reflect aging infrastructure, population growth, and future/proposed development. The model will assist to plan for future infrastructure improvements, maintenance strategies, and identify any capacity issues.

Justification

The model update will allow staff to plan for future infrastructure improvements, maintenance strategies, and identify any capacity issues improving the overall safety of the sanitary sewer system and reducing the potential for sanitary sewer overflows.

Duration

July 2023 - June 2025

Status

Ongoing

Programmed Funding

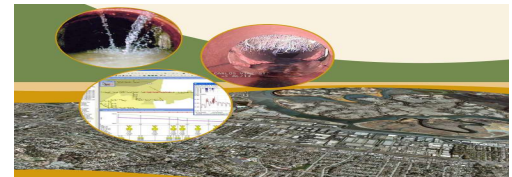
	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Approved Expenses	\$ 374,560	\$ 282,787	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 374,560
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 374,560</u>	<u>\$ 282,787</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 374,560</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ 374,560</u>	<u>\$ 282,787</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 374,560</u>

Future Impact on Operating Budget

Any future additional cost will be funded by the Sewer Fund.

Current Strategic Plan Objective

X	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	Non-Capitalized Project
	X



**C2303: Shoreway Road Sewer Main Relocation Project - AMENDED**

Fund Number: 6	Location: Shoreway Road
Department: Public Works	Strategic Plan: Yes
Project Manager: Alex Tat	Master Plan; Safety; Council's Strategic Plan; Previously Funded
Category: Facilities	Priorities: Plan; Previously Funded
	Priority Rating: 1

Description

The existing sewer main along Shoreway Road is currently located behind the sidewalk, which was previously rehabilitated; however, it no longer can be rehabilitated and needs to be replaced. The previous rehabilitation included relining the sewer main to fill defects and voids, which cannot be lined any further because it will reduce flow and staff will not be able to maintain the main. Additionally, replacing it in the same alignment cannot be accomplished with the existing structures, utilities, and other conflicts. Lastly, there are sags within the main that cause issues with flow, which cannot be repaired unless it is fully exposed and replaced with a new main, which in turn, could cause other utility conflicts. Therefore, it is recommended that the existing sewer main be abandoned. A new alignment is proposed within the street to improve access and maintenance. Staff received funding for engineering services for the planning, design, and permitting for the project in FY 2023-24. The additional request is for funding to construct the project.

Justification

The existing sewer main can no longer be rehabilitated or repaired due to the severity of defects, which can cause sewer overflows and back-ups. Existing utilities and permanent structures along the alignment pose difficulty and challenges to perform repairs. Additionally, relocating the sewer main will reduce on-going preventative maintenance and staff time needed. Safety has been identified as a priority by the City Council and relocating and replacing the sewer main will reduce the potential for overflows and back-ups.

Duration

July 2024 - June 2026

Status

The design is ongoing with construction to begin in FY 2026.

Programmed Funding

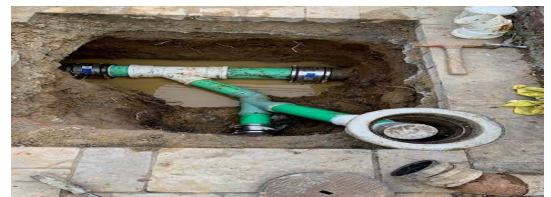
	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Approved Expenses	\$ 605,000	\$ 136,729	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 605,000
New request	-	-	3,000,000	-	-	-	-	3,000,000
Total	<u>\$ 605,000</u>	<u>\$ 136,729</u>	<u>\$ 3,000,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,605,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ 605,000</u>	<u>\$ 136,729</u>	<u>\$ 3,000,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,605,000</u>

Future Impact on Operating Budget

Relocating the sewer main will reduce preventative maintenance costs and staff time needed to respond.

Current Strategic Plan Objective

X	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	X Non-Capitalized Project



**C2304: Tierra Linda Pump Station Improvements**

Fund Number:	6	Location:	Tierra Linda Pump Station
Department:	Public Works	Strategic Plan:	Yes
Project Manager:	Alex Tat	Priorities:	Master Plan; Safety; Council's Strategic Plan; Previously Funded
Category:	Sewer	Priority Rating:	1

Description

Staff engaged Mott MacDonald, Inc. (MM) to assess and evaluate the Tierra Linda Pump Station to provide recommendations for improvements. The pump station currently houses two pumps that lift and carry wastewater from the pump station through a force main down San Carlos Avenue. Only one pump can be utilized at a time because of overflow issues as it exits the station and travels through the force main. Staff frequently will have to lift and carry wastewater through alternate means when the station is at capacity. The assessment concluded that electrical improvements or replacement pumps may not improve efficiency or allow staff to utilize both pumps, instead it may be a combination of replacing the pumps and upsizing the sewer main downstream of the force main to improve storage and capacity within the mains.

Justification

Safety has been identified as a priority by City Council and relocating and replacing the sewer main will reduce the potential for overflows and back-ups. The existing pump station poses difficulty and challenges to staff because it cannot be fully utilized to lift, transport, and clear wastewater. The two pumps cannot be used simultaneously for safety and concern of sewer overflows and back-ups within the force main along San Carlos Avenue.

Duration

July 2023 - June 2026

Status

A basis of design for the pump station and downstream sanitary sewer main upgrades was completed in November 2024. The design will be kicked off after the completion of the Sewer Model Update.

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Approved Expenses	\$ 1,000,000	\$ 86,471	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 1,000,000</u>	<u>\$ 86,471</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,000,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ 1,000,000</u>	<u>\$ 86,471</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,000,000</u>

Future Impact on Operating Budget

Maintenance costs will be funded by the Sewer Fund.

Current Strategic Plan Objective			
X	Climate Change Mitigation, Adaptation & Resilience		
	Downtown		
	Housing		
	Mobility, Traffic & Transportation Infrastructure		
	Northeast Area Specific Plan		
	Recreation Services		
Capitalized Project	X	Non-Capitalized Project	



**C2305: Sewer Capacity Assurance Improvements - AMENDED**

Fund Number: 6	Location: Citywide
Department: Public Works	Strategic Plan: Yes
	Master Plan; Legal Requirement and Mandate; Safety; and the Council's Strategic Plan
Project Manager: Alex Tat	Priorities:
Category: Sewer	Priority Rating: 1

Description

The original hydraulic model of the sanitary sewer model was done in 2013. An update to the sanitary sewer model was completed in 2025 to address aging infrastructure, population growth, and future/proposed development. This model identified capacity assurance improvements that are needed such as, adding or upsizing sewer mains.

Justification

Capacity assurance improvements are needed improvements to address capacity deficiencies, accommodate and convey peak wet weather flows without causing a sanitary sewer overflow during a "design storm," identify and remove major sources of infiltration and inflow, and ensure there is sufficient capacity, or divert flows to other existing sanitary sewers with available capacity. Completing these improvements will reduce the number of sanitary sewer overflows, staff time in maintaining and addressing overflows, and retaining contractors to perform emergency repairs at higher costs.

Duration

Ongoing

Status

Ongoing

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Approved Expenses	\$ -	\$ -	4,500,000	3,500,000	1,500,000	\$ -	\$ -	\$ 9,500,000
New request	-	-	\$ (2,500,000)	\$ -	2,000,000	2,500,000	1,000,000	3,000,000
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 2,000,000</u>	<u>\$ 3,500,000</u>	<u>\$ 3,500,000</u>	<u>\$ 2,500,000</u>	<u>\$ 1,000,000</u>	<u>\$ 12,500,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 2,000,000</u>	<u>\$ 3,500,000</u>	<u>\$ 3,500,000</u>	<u>\$ 2,500,000</u>	<u>\$ 1,000,000</u>	<u>\$ 12,500,000</u>

Future Impact on Operating Budget

Capacity improvement costs will be offset by savings from fewer calls for service by the maintenance staff.

Current Strategic Plan Objective

X	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	X Non-Capitalized Project



**C2401: Manhole Monitoring System Upgrade**

Fund Number:	6	Location:	Citywide
Department:	Public Works	Strategic Plan:	Yes
Project Manager:	Lou Duran	Priorities:	Safety / Necessary Upgrade
Category:	Sewer	Priority Rating:	1

Description

The telemetry monitoring system has been installed and the annual maintenance program is being prepared.

Justification

Utilizing telemetry in sewer systems improves operational reliability, efficiency, and environmental sustainability, concurrently fostering cost reduction and advancing public health and safety initiatives. Moreover, it mitigates the occurrence of sanitary sewer overflows, thereby minimizing environmental impact and ensuring regulatory compliance.

Duration

Fiscal Year 2025 - 2026

Status

In progress

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Approved Expenses	\$ 150,000	\$ 138,415	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 150,000</u>	<u>\$ 138,415</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 150,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ 150,000</u>	<u>\$ 138,415</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 150,000</u>

Future Impact on Operating Budget

Minimal, annual software renewal of \$7,500 is funded by Sewer Fund.

Current Strategic Plan Objective

X	Climate Change Mitigation, Adaptation & Resilience
X	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	X Non-Capitalized Project



**C2501: Replacement of Combination Sewer Truck - NEW**

Fund Number: 6
 Department: Sewer
 Project Manager: Lou Duran
 Category: Sewer

Location: Citywide
 Strategic Plan: No
 Priorities: Necessary Upgrade
 Priority Rating: 1

Description

The current Vector 2100 Plus, is over 13 years old with nearly 9,000 hours of operation (equivalent to approximately 360,000 miles), and has become increasingly prone to breakdowns. Modern combination sewer cleaning trucks offer advanced technologies such as remote diagnostics and automated systems, streamlining operations, enhancing monitoring, and enabling predictive maintenance. New trucks also feature improved equipment and better design, allowing for faster, more efficient sewer line cleaning and reducing job completion times. Additionally, they are equipped with updated safety features, including enhanced braking systems and advanced warning systems, reducing the likelihood of accidents and improving operator safety.

Justification

Frequent breakdowns result in unplanned downtime, disrupting service schedules, reducing productivity, and delaying response times to sewer spill emergencies. Replacing the aging vehicle with a new model will provide more reliable and consistent performance, minimizing service interruptions. Additionally, it will lower operational costs, reduce downtime, and improve overall service efficiency.

Duration

FY 2025 - 26

Status

New Project

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
New request	-	-	900,000	-	-	-	-	900,000
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 900,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 900,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 900,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 900,000</u>

Future Impact on Operating Budget

Funded by Sewer Fund. Maintenance costs should be reduced as replacing the equipment will provide fewer service interruptions.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	<input checked="" type="checkbox"/> Non-Capitalized Project



**C2502: Upgrade of Existing SCADA Hardware at all Sewer and Storm Pump Stations - NEW**

Fund Number: 6
 Department: Sewer
 Project Manager: Lou Duran
 Category: Sewer

Location: Citywide
 Strategic Plan: No
 Priorities: Safety
 Priority Rating: 1

Description

The current supervisory control and data acquisition (SCADA) hardware is outdated and no longer supported by manufacturers, leaving it vulnerable to security risks, lack of technical support, and difficulty obtaining parts. While still operational, the obsolete system may struggle to integrate with modern devices and technologies. Upgrading the hardware will ensure continued vendor support, seamless compatibility with new equipment, and improved system performance.

Justification

Newer SCADA hardware will enhance data analytics capabilities, provide advanced reporting, and improve decision making and predictive maintenance. The updated system will ensure continuous communication with pump stations, reducing the risk of costly sewer spills and flooding. In the event of a failure, the availability of updated parts will enable faster repairs and minimize downtime, preventing disruptions that require additional staff hours to manually monitor and operate the system.

Duration

FY 2025 - 26

Status

New project

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
New request	-	-	450,000	-	-	-	-	450,000
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 450,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 450,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 450,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 450,000</u>

Future Impact on Operating Budget

Ongoing yearly support of \$20,000 including systems health checks, SCADA software licensing and support, and on call support.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	<input checked="" type="checkbox"/> Non-Capitalized Project



**C2503: Wastewater Rate and Capacity Charge Study - NEW**

Fund Number:	6	Location:	Citywide
Department:	Public Works	Strategic Plan:	No
Project Manager:	Alex Tat	Priorities:	Financial Solvency
Category:	Sewer	Priority Rating:	1

Description

A Wastewater Rate Study is used to evaluate the current operating costs, take into account upcoming capital cost impacts, and develop recommendations to ensure long-term financial sustainability. A rate study was performed in 2019 to set rates for a four-year period, and another was completed in 2024 for the next three years. The next anticipated rate study is scheduled to begin in 2026. A capacity charge study is used to evaluate the current wastewater capacity charge rate and develop recommendations for updating the sewer capacity rate. This ensures that the costs of the City's sewer system infrastructure and assets, which benefit new developments and redevelopments, are equitably recovered.

Justification

The Wastewater Enterprise Fund is facing unprecedented cost increases due to urgently needed rehabilitation of the collection system, capital renewal of Silicon Valley Clean Water's (SVCW) wastewater treatment and conveyance systems, preventive maintenance of the collection system, and additional capacity to relieve flow constraints in the collection system. Accurate cost accounting and recommendations for rate setting are critical for the City's credibility with ratepayers.

Duration

January 2026 in time for rate adoption before July 2027.

Status

New project

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
New request	-	-	100,000	-	-	-	-	100,000
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 100,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 100,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 100,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 100,000</u>

Future Impact on Operating Budget

Negligible impact.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	Non-Capitalized Project
	X





CAPITAL IMPROVEMENT PROGRAM BUDGET DETAIL

Fund/ Project	Project Name	Total Approved Budget as of 6/30/2025	Total Project Spent as of 3/4/2025	FY 24-25 Adopted Update	FY 25-26 Proposed	FY 26-27 Proposed	FY 27-28 Requested	FY 28-29 Requested	FY 29-30 Requested	Total Project Funding
0016										
<i>Previously approved/Ongoing projects</i>										
C9416	Annual Street Resurfacing	8,500,000	6,367,438	8,500,000	8,500,000	9,000,000	9,500,000	7,500,000	5,000,000	48,000,000
C9416	Facility/Infrastructure Reserve	(2,850,000)	(5,700,000)	(2,850,000)	(2,850,000)	-	-			(5,700,000)
C9416	PG&E Settlement	-	-	-						-
C9416	Transportation for Livable Communities (TLC) Grant	-	(148,090)	-						(148,090)
C9417	Annual Traffic Markings & Striping	300,000	257,892	300,000	300,000	300,000	300,000	300,000	300,000	1,800,000
C9465	Annual Sidewalk Repair/Reconstruction	660,000	218,551	660,000	300,000	300,000	180,000	180,000	180,000	1,800,000
C9465	Property Owners Contribution	(150,000)	(29,428)	(150,000)	(120,000)	(120,000)	(80,000)	(80,000)	(80,000)	(630,000)
	<i>Total Outside Funding</i>	(150,000)	(177,519)	(150,000)	(120,000)	(120,000)	(80,000)	(80,000)	(80,000)	(778,090)
	<i>Total Capital</i>	9,085,000	6,843,882	9,460,000	9,100,000	9,600,000	9,980,000	7,980,000	5,480,000	51,225,000
	<i>Total Transfers (Inter-project)</i>	(2,850,000)	(5,700,000)	(2,850,000)	(2,850,000)	-	-	-	-	(5,700,000)
Total Gas Tax Fund 0016		6,085,000	966,363	6,460,000	6,130,000	9,480,000	9,900,000	7,900,000	5,400,000	44,746,910
Ending Fund Balance Gas Tax Fund 0016				9,999,079	17,275,724	12,990,524	8,355,324	2,913,124	25,224	

SAN CARLOS SPOTLIGHT

Golden Jubilee

Street Fair Is Scheduled Saturday in San Carlos

Fiesta de La Calle, an outdoor handcraft street fair, will be sponsored Saturday by the San Carlos Fine Arts Association and the Chamber of Commerce.

The 11 a.m. to 4 p.m. event will mark the golden jubilee of the City of San Carlos which was founded in 1925 on the site which formerly was part of the historic Rancho de las Pulgas, a Spanish land grant. The original hacienda was constructed on what is now Cedar Street, a few blocks from the locale of the 1975 Fiesta.

A Mexican theme has been chosen for the street fair

which will be staged on the 600 and 700 blocks of Laurel Street. Participants and visitors are encouraged to wear south of the border or pioneer costumes.

More than 100 Bay Area artists and craftsmen will be showing their works including sculpture, pottery, weaving, jewelry and paintings. Art-in-action demonstrations will be given by Gladys Fies,

Tom Molan, and Steve Skaroff.

Rounding out the list of activities are dancing and folk music performances, and demonstrations by a gymnastics team, mime and puppeteers.

Application data is available at the Chamber of Commerce office, 666 Elm St., San Carlos.

The Times, 1975



(Shorkey Photo)

MISS SAN CARLOS 1975

Jackie van Leeuwen, 17, left, was crowned Miss San Carlos Saturday night as part of the city's Golden Jubilee celebration marking the 50th anniversary of the city's incorporation. The 17-year-old Carlmont High School junior was crowned by her predecessor, Kirtly Allen, right, and will represent the city in the county Fair and Floral Fiesta Dream Girl contest this summer.

The Times, 1975



SAN CARLOS JUBILEE SHIRTS

Trying out the official San Carlos Golden Jubilee T-shirts commemorating the 50th anniversary of city's incorporation are, left to right, Jim Bigelow, Chamber of Commerce president and Golden Jubilee chairman; Mayor Thor Madsen and Adeline Blessing, co-chairman and Chamber's "ambassador." Garments were presented to each member of the city council, inaugurating a series of festivities that will continue. The seal was designed by Fred Hummel.

The Times, 1975

Spaghetti Feed Slated Sunday in San Carlos

The Exchange Club of San Carlos is planning a spaghetti feed in conjunction with the Golden Jubilee parade celebration on Sunday. The event will run from 3 to 7 p.m. at the Burton Hall recreation center area.

The Rusty Musicians band will entertain between 4 and 6 p.m.

Andy Del Rossi and Herman "Bud" Johnson, will prepare the spaghetti entree and special sauces. Michael La Terra and Takis Voruouhas are co-chairmen for the

project. Wives of the service club members and AARP senior citizens will assist with serving.

Proceeds from the social, which is open to the public, will be contributed to local youth activities sponsored by the Exchange Club. The group, chartered in 1970, is an association of local businessmen.

Tickets are available from club members or at the office of the Chamber of Commerce, 666 Elm Street, San Carlos.

The Times, 1975

**C9416: Annual Street Resurfacing - AMENDED**

Fund Number:	16	Location:	Citywide
Department:	Public Works	Strategic Plan:	Yes
Project Manager:	Alex Tat	Priorities:	Council's Strategic Plan, Safety
Category:	Streets	Priority Rating:	1

Description

Pavement resurfacing and rehabilitation work will be performed to improve the condition of City streets. The work to be performed will be based on the Pavement Management Program decision tree, which includes optional strategies including: dig out and patch; crack seal; micro surfacing; cape seal; slurry seal; thin grind and overlay; thick grind and overlay; or, reconstruction. Funding from federal grant funds, gas tax funds, and other grant funding sources alone is insufficient to cover the annual funding needs, so General Funds must be used to supplement the project each year. \$70 million would be needed in the next five years to achieve a pavement condition index (PCI) consistent with the County standard "excellent" condition, if that is the Council's goal. This budget request includes costs for design as well as construction.

Justification

According to the Pavement Management Report, many of the City's streets are in need of rehabilitation. The Pavement Management Program's most recent Budget Operations Report indicated that there is a deferred maintenance backlog of \$42 million. The current PCI for the entire street network is 57 out of 100, or "at risk", and if funding for street repairs remains at current levels, the current PCI will continue to decrease, which puts the street network into the "very poor" or "failed" conditions category. It would cost approximately \$70 million to raise the PCI to 83, or "excellent" level. The recommended five-year funding level will increase the PCI to 65 or "fair" condition. To achieve this, approximately 17% of City streets will be under construction per fiscal year.

Duration

Continuous.

Status

On-going.

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 8,500,000	\$ 6,367,438	\$8,500,000	\$ 9,000,000	\$ 9,500,000	\$ -	\$ -	\$ 35,500,000
New request	-	-	\$ -	\$ -	\$ -	\$ 7,500,000	\$ 5,000,000	12,500,000
Total	<u>\$ 8,500,000</u>	<u>\$ 6,367,438</u>	<u>\$8,500,000</u>	<u>\$ 9,000,000</u>	<u>\$ 9,500,000</u>	<u>\$ 7,500,000</u>	<u>\$ 5,000,000</u>	<u>\$ 48,000,000</u>
Fund Financing Sources								
Facility/Infrastructure Reserve	\$ 2,850,000	\$ 2,850,000	\$2,850,000	\$ -	\$ -	\$ -	\$ -	\$ 5,700,000
PG&E Settlement	-	-	-	-	-	-	-	-
TLC Grant	148,090	148,090	-	-	-	-	-	148,090
Total	<u>\$ 2,998,090</u>	<u>\$ 2,998,090</u>	<u>\$2,850,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 5,848,090</u>
Total Capital Project	<u>\$ 5,501,910</u>	<u>\$ 3,369,348</u>	<u>\$ 5,650,000</u>	<u>\$ 9,000,000</u>	<u>\$ 9,500,000</u>	<u>\$ 7,500,000</u>	<u>\$ 5,000,000</u>	<u>\$ 42,151,910</u>

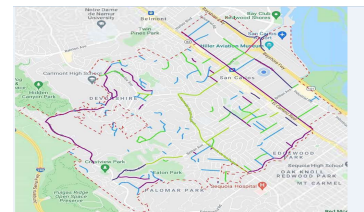
Future Impact on Operating Budget

This is a continuous capital improvement project.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
X	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services

Capitalized Project	X	Non-Capitalized Project	X
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**C9417: Annual Traffic Markings & Striping - AMENDED**

Fund Number:	16	Location:	Citywide
Department:	Public Works	Strategic Plan:	Yes
			Master Plan; Legal Requirement or
			Mandate; Safety; and Council's Strategic
Project Manager:	Alex Tat	Priorities:	Plan
Category:	Traffic & Transportation	Priority Rating:	1

Description

Each year, the City re-paints traffic striping and installs new markings. This work is done in conjunction with the annual resurfacing project and/or as a standalone project. The work scope typically includes striping, signage, and/or marking changes initiated by staff, suggested by the public, or approved by the Planning and Transportation Commission. Traffic striping and markings improvements are also identified in the Bicycle and Pedestrian Master and Safe Routes to School Plan. They include high-visibility crosswalks, green bike lanes, painting red curbs, and signage. Additionally, traffic striping and markings for City-owned parking lots, garages, and facilities also need refreshing.

Justification

The City continues to receive an increased number of requests to replace existing painted striping that is faded. Due to cost increases and shortages of high-visibility thermoplastic traffic striping and pavement markings, staff is requesting additional funding in order to maintain public safety, minimize liability, and improve pedestrian crossings. Additionally, the Safe Routes to School Plan has identified specific intersections and streets where traffic striping and pavement marking improvements can be made. Lastly, many of the projects in the Bicycle and Pedestrian Master Plan identified the need for traffic marking and striping improvements. Based upon the forgoing, additional funding of \$1,125,000 is needed over the next five years.

Duration

Continuous.

Status

On-going.

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 300,000	\$ 257,892	\$ 300,000	\$ 300,000	\$ 300,000	\$ -	\$ -	\$ 1,200,000
New request	-	-	-	-	-	\$ 300,000	\$ 300,000	600,000
Total	<u>\$ 300,000</u>	<u>\$ 257,892</u>	<u>\$ 300,000</u>	<u>\$ 300,000</u>	<u>\$ 300,000</u>	<u>\$ 300,000</u>	<u>\$ 300,000</u>	<u>\$ 1,800,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ 300,000</u>	<u>\$ 257,892</u>	<u>\$ 300,000</u>	<u>\$ 300,000</u>	<u>\$ 300,000</u>	<u>\$ 300,000</u>	<u>\$ 300,000</u>	<u>\$ 1,800,000</u>

Future Impact on Operating Budget

This is a continuous capital improvement project.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
X	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	Non-Capitalized Project
	X



**C9465: Annual Sidewalk Replacement/Reconstruction - AMENDED**

Fund Number:	16	Location:	Citywide
Department:	Public Works	Strategic Plan:	Yes
Project Manager:	Alex Tat	Priorities:	Legal requirement or mandate; safety measure; and Council's Strategic Plan
Category:	Traffic and Transportation	Priority Rating:	1

Description

In San Carlos, property owners are responsible for the maintenance and repair of the curb, gutter, and sidewalk across the frontage of their properties. The City's Sidewalk Maintenance Program is intended to reduce tripping hazards and improve pedestrian circulation. The City performs sidewalk repair projects annually, and then bills property owners for their cost of the repair work. There continues to be a need for sidewalk repair. The project also includes repairs along sidewalk, curb, gutter, and driveway approaches around City-owned buildings and parks, as well as other areas maintained by the City. In addition to sidewalk repair, staff also seek to complete concrete shaving to eliminate areas that are below the Maintenance Program threshold, but still require mitigation. These areas were identified through an assessment (completed by an outside vendor) of the existing sidewalks throughout the city.

Justification

On March 13, 2017, the City Council adopted a resolution to share 50% of the sidewalk repair cost with property owners. The Sidewalk Repair Program continues to grow as more property owners are participating. There has always been a need to repair sidewalk, curb, gutter, and driveway approaches throughout the city for damage caused by trees and other factors. Similarly, sidewalks along City-owned facilities and parks also require repair. This project would address these major tripping hazards, increase pedestrian safety, and reduce the potential for claims. Furthermore, concrete shaving will further reduce tripping hazards that are below the Sidewalk Maintenance Program threshold. Concrete shaving will increase pedestrian safety and reduce the potential for claims. Concrete shaving will not be included as part of the shared responsibility with the property owners as they are minor and do not require full repair.

Duration

Continuous

Status

Ongoing

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 660,000	\$ 218,551	\$ 180,000	\$ 180,000	\$ 180,000	\$ 180,000	\$ 180,000	\$ 1,560,000
New request	-	-	120,000	120,000	-	-	-	240,000
Total	<u>\$ 660,000</u>	<u>\$ 218,551</u>	<u>\$ 300,000</u>	<u>\$ 300,000</u>	<u>\$ 180,000</u>	<u>\$ 180,000</u>	<u>\$ 180,000</u>	<u>\$ 1,800,000</u>
Fund Financing Sources								
Property Owner Contribution	\$ 150,000	\$ 29,428	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 350,000
New contributions	-	-	\$ 80,000	\$ 80,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 280,000
Total	<u>\$ 150,000</u>	<u>\$ 29,428</u>	<u>\$ 120,000</u>	<u>\$ 120,000</u>	<u>\$ 80,000</u>	<u>\$ 80,000</u>	<u>\$ 80,000</u>	<u>\$ 630,000</u>
Total Capital Project	<u>\$ 510,000</u>	<u>\$ 189,123</u>	<u>\$ 180,000</u>	<u>\$ 180,000</u>	<u>\$ 100,000</u>	<u>\$ 100,000</u>	<u>\$ 100,000</u>	<u>\$ 1,170,000</u>

Future Impact on Operating Budget

This is a continuous capital improvement project. Repairing sidewalks should reduce maintenance calls for service.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
X	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	Non-Capitalized Project





SAN CARLOS SPOTLIGHT

Golden Jubilee

Friday, July 22, 1975 SUPPLEMENT OF THE TIMES AND RECORDER-PROGRESS San Mateo—394

1925-SAN CARLOS-1975
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GOLDEN JUBILEE

San Carlos Celebrates 50 Years of Progress

The Way It Was . . . 1925 And Today . . . 1975
San Carlos Avenue and El Camino Real



—50 Years Later—San Carlos Is a Balanced Community

PROUD OF its fine residential areas, with tree-lined streets and lanes; rolling hills and breathtaking views; acres of parks and open space; its outstanding schools; good government, and a delightful climate.

PROUD OF its fine modern retail area serviced by friendly people and free of parking meters.

PROUD OF its industrial area and the 400 firms that make their home here.

PROUD OF its transit system which serves the community and the San Carlos airport serving residents and businesses in the Bay Area.

PROUD OF its cultural involvement and the 26,000 wonderful people who reside here.



A Time to Reflect—On This, Our 50th Anniversary
We've Come a Long Way

CITY COUNCIL

CHARLES E. CALDERHEAD, Mayor
DAVID NOLAN, Vice-Mayor
JOSEPH E. JUDGE, Sr. JAMES KILBURG THOR MADSEN
CHARLES R. ALLEN, City Administrator

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GOLDEN JUBILEE



CAPITAL IMPROVEMENT PROGRAM BUDGET DETAIL

Fund/ Project	Project Name	Total Approved Budget as of 6/30/2025	Total Project Spent as of 3/4/2025	FY 24-25 Adopted Update	FY 25-26 Proposed	FY 26-27 Proposed	FY 27-28 Requested	FY 28-29 Requested	FY 29-30 Requested	Total Project Funding
0025										
<u>Completed Projects</u>										
C1744	Guardrail Installation at Torino/Winding Way Intersection	131,224	122,688	-	-	-	-			131,224
C1818	Installation of New Sports Field Lighting at Flanagan and Stadium Fields	2,337,565	2,063,159	-	-	-	-			2,337,565
C2003	Wheeler Plaza Garage Wayfinding Signage Installation	566,801	566,385	-	-	-	-			566,801
C2110	Standards of Cover Study	40,000	40,000	-	-	-	-			40,000
C2111	Drone Unmanned Aerial Vehicle (UAV) Program	10,000	9,998	-	-	-	-			10,000
C2202	2nd Floor Library Remodel (Old Chamber Area Suite 206)	966,955	966,955	-	-	-	-			966,955
C2203	447 Hillcrest Wall Replacement	631,980	613,907	-	-	-	-			631,980
C2217	Website and Intranet Refreshment	92,500	92,500	-	-	-	-			92,500
C2219	Greater East San Carlos Neighborhood Slow Street	35,000	35,000	-	-	-	-			35,000
C2220	Greenhouse Gas In-Lieu Fee Study	50,000	48,316	-	-	-	-			50,000
C2308	Arguello Scoreboard	20,000	20,000	-	-	-	-			20,000
C2308	Community Donation	(20,000)	(20,000)	-						(20,000)
<u>Projects Nearing Completion</u>										
C1721	Roof Repairs at Various Buildings	250,000	243,657	-	-	-	-			250,000
C1808	GIS Sign Inventory	125,000	123,500	-	-	-	-			125,000
C1904	Wheeler Plaza Garage Extra Lighting, Painting and EV Stations	345,000	345,000	-	-	-	-			345,000
C1904	Parking In-Lieu Fund	(323,655)	(305,246)	(73,655)	-	-	-			(323,655)
C1904	Contributions	(18,000)	(18,000)	-	-	-	-			(18,000)
C2108	Storm Water Motor Control Center and Pump Replacements (Holly Street/Old County and	500,000	-	-	-	-	-			500,000
C2115	Objective Design and Development Standards for Single-Family, Multi-Family and Mixed-Use Residential Projects	305,095	305,095	-	-	-	-			305,095
C2205	City Facility Cameras	550,000	506,655	-	-	-	-			550,000
C2208	East Side Innovation District Pulgas Creek Watershed Study	500,000	406,807	-	-	-	-			500,000
C2311	2030 General Plan Amendment - Resetting Buildout to Allow Continued Improvements to 2030	420,000	237,611	30,000	-	-	-			420,000
C2311	General Plan Update Reserve	(14,021)	-	(14,021)						(14,021)
C2314	OnBase Upgrade (SaaS)	180,000	180,000	-	-	-	-			180,000
C2315	Phone System Replacement	90,000	54,022	-	-	-	-			90,000
C2316	2nd Floor Library Remodel (Phase II)	1,500,000	210,488	1,500,000	-	-	-			1,500,000
C2316	Transfer From Fund 95	(856,177)	-	(856,177)						(856,177)
C2316	SMC Library Funding									-
C2317	2nd Floor City Hall Remodel Design	100,000	39,200	-	-	-	-			100,000
C2318	Big Canyon Park Landslide Repair (Behind 995 Crestview Drive)	195,000	159,101	(825,000)	-	-	-			195,000
C2319	Big Canyon Park Landslide Repair (Above 3144 Brittan Avenue)	550,000	439,048	(1,000,000)	-	-	-			550,000
C2320	Big Canyon Park Landslide Repair (Behind 3141-3161 Melendy Drive)	240,000	230,333	(1,260,000)	-	-	-			240,000
C2321	Dartmouth Road Landslide Repair (Between Garden Lane & Northam Ave)	290,000	253,333	(710,000)	-	-	-			290,000
C2323	Industrial Equipment and new vehicle Purchases for Corp Yard	422,100	362,203	75,000	-	-	-			422,100
C2335	Landslide Review and Inspection (Geotech Engineer)	180,000	163,312	-	-	-	-			180,000
C2338	Construct and Install Wooden Planters Over Orange Water Wall Barriers	100,000	92,988	-	-	-	-			100,000
C2339	AED Installment	100,000	76,853	-	-	-	-			100,000
C2406	Highlands Park Snack Shack Repairs	65,000	49,837	65,000	-	-	-			65,000
C2406	Highlands Park Snack Shack Repairs	(10,000)	(10,000)	(10,000)	-	-	-			(10,000)
C9823	Fire Station 16 Replacement	12,400,000	11,068,478	-	-	-	-			12,400,000
C9823	American Rescue Plan Act (ARPA)	(10,440,591)	(10,440,591)	-	-	-	-			(10,440,591)
<u>Previously approved/Ongoing/New proposed projects</u>										
<u>Storm Drainage System</u>										
C9531	Storm Drain Improvements	3,652,764	2,637,978	1,000,000	1,000,000	1,000,000	1,000,000	500,000	500,000	7,652,764
C9531	Cost Reimbursement	-	(8,975)							-
C9806	Belmont Creek Watershed Improvement	500,000	231,516	-	550,000	-	-			1,050,000
C9828	Storm Channel Sediment Removal	1,429,359	139,380	500,000						1,429,359
C2514	Industrial Road Bridge & Culvert Repair Project				100,000	500,000				600,000

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CAPITAL IMPROVEMENT PROGRAM BUDGET DETAIL

Fund/ Project	Project Name	Total Approved Budget as of 6/30/2025	Total Project Spent as of 3/4/2025	FY 24-25 Adopted Update	FY 25-26 Proposed	FY 26-27 Proposed	FY 27-28 Requested	FY 28-29 Requested	FY 29-30 Requested	Total Project Funding
<u>Streets and Sidewalks</u>										
C1712	Illuminated St Name Sign Replacement	205,000	1,657	-	-	-	-			205,000
C1722	San Carlos Avenue Asphalt Pathway Replacement (ADLP to Cordilleras Ave)	1,309,644	922,706	-	-	-	-			1,309,644
C1722	SMCTA Grant				(500,000)					(500,000)
C1725	Upgrade Pedestrian Signal Heads to Countdown Pedestrian Signals	830,000	31,421	630,000	-	-	-			830,000
C1728	5KV Streetlight Conversion	335,000	225	-	-	-	-			335,000
C1746	ECR/Rail Corridor Tree Planting and Irrigation Installation	610,000	25,829	-	(434,000)	-	-			176,000
C1746	Transit Village	(150,000)	(150,000)	-	-	-	-			(150,000)
C1806	San Carlos Ave Pedestrian Safety Improvements Phase III	6,701,149	4,573,906	-	-	-	-			6,701,149
C1806	Developer Donation	(8,000)	(8,000)	-	-	-	-			(8,000)
C1806	Measure A Bike/Ped	(1,400,000)	(1,000,000)	-	-	-	-			(1,400,000)
C1806	Traffic Mitigation Fee Reserve	(3,401,150)	-	(1,000,000)	-	-	-			(3,401,150)
C1811	Repave Asphalt Walking Path at Highlands Park	1,020,000	18,539	870,000	-	-	-			1,020,000
C2106	Brittan Avenue Sidewalk Improvements (Between Rogers Ave & Sunset Drive)	2,025,000	87,304	-	975,000	-	-			3,000,000
C2106	Traffic Mitigation Fee Reserve	(52,935)	(52,935)	(500,000)	(1,447,065)	-	-			(1,500,000)
C2106	SMCTA Grant				(1,500,000)					(1,500,000)
C2201	Arroyo Avenue and Chestnut Street Safe Routes to School Improvements and Paving	867,000	45,633	342,000	-	-	-			867,000
C2201	Priority Legislative Budget Projects Grant	(150,000)	-	(150,000)	-	-	-			(150,000)
C2201	Traffic Mitigation Fee Reserve	(375,000)	-	(375,000)	-	-	-			(375,000)
C2201	School District Reimbursement	(20,457)	-	(20,457)						(20,457)
C2212	Tree Well Replacement on Industrial Road	400,000	39,938	-	(360,000)	-	-			40,000
C2212	Developer revenue				(27,000)					(27,000)
C2213	Intersection Pedestrian Improvements (Arroyo/Woodland, Olive/Elm)	1,000,000	34,952	500,000	500,000	-	-			1,500,000
C2325	San Carlos Avenue Pedestrian Safety Improvement Phase IV	1,500,000	-	1,200,000	-	-	-	1,200,000		1,500,000
C2325	Traffic Mitigation Fee Reserve	(1,150,000)	-	(1,150,000)	-	-	-	(1,150,000)		(1,150,000)
C2403	Landslide Repairs (Hillside Above Eaton Trail, 3101 Brittan, Sheldon Road & Chilton Park)	1,000,000	87,565	1,000,000						1,000,000
<u>Safe Routes to School</u>										
C2214	SRTS Intersection and Sidewalk Improvements (Tamarack, Belle, Elm, Arroyo, Belmont, Cedar, and St. Francis)	1,000,000	2,981	500,000	500,000	1,500,000	1,500,000			4,500,000
C2508	Safe Routes to School & Pavement Project - Clifford Street					100,000	300,000			400,000
C2509	Safe Routes to School Improvements near Tierra Linda Middle, Mariposa Elementary & SC Charter Schools				200,000					200,000
C2510	Safe Routes to School Improvements near Brittan Acres and Heather							300,000	800,000	1,100,000
C2511	Safe Routes to School Improvements near Arundel						-	250,000	1,200,000	1,450,000
C2512	Complete Streets & Corridor Studies					-	350,000	-	400,000	750,000
<u>Traffic and Transit</u>										
C9459	Holly St/US 101 Interchange Modifications	8,543,830	8,310,663		5,000,000	5,000,000	-	-	-	18,543,830
C9459	Traffic Mitigation Fee Reserve	(1,116,746)	(1,116,746)		-					(1,116,746)
C9459	Measure A - Highway	(2,818,710)	(2,818,710)		-					(2,818,710)
C9459	Bike Path Program Funding	(100,000)	(100,000)		-					(100,000)
C9459	Bicycle Pedestrian Imp (BPIP)	-	-		-					-
C9459	TDA Article 3	(400,000)	(400,000)		-					(400,000)
C9459	Active Transportation Program (ATP)	-	-		-					-
C9459	Transfer from Measure A Fund	(350,000)	(350,000)		-					(350,000)
C9459	Facility Infrastructure Imp Reserve	-	-		-					-
C9459	PAMF Contribution/Donations	(523,000)	(523,000)		-					(523,000)
C9459	Bay Area Air Quality Grant (Bike/Pex)	-	-		-					-
C9459	Successor Agency Bond Proceeds	(1,368,742)	(1,368,742)		-					(1,368,742)
C9461	Brittan Ave Widening at Industrial Road	846,000	349,083	-	(496,917)	-	-			349,083
C9461	Traffic Mitigation Fee Reserve	(300,000)	-	-	-	-	-			(300,000)
C9838	Four Corners Traffic Improvements	250,000	186,748	-	-	-			-	250,000
C1719	Citywide Way-finding Program	555,000	199,270	-	-	-	-			555,000
C1803	Brittan Ave & Alameda de las Pulgas Widening	1,100,000	-	-	(1,100,000)	-	-			-
C1803	Traffic Mitigation Fee Reserve	(100,000)	-	1,000,000	100,000	-	-			-
C1807	Traffic Circle and Midblock Crossing (ADLP, Industrial, Crestview, and Morse)	2,806,000	2,302,334	(216,000)	650,000	-	-			3,456,000

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CAPITAL IMPROVEMENT PROGRAM BUDGET DETAIL

Fund/ Project	Project Name	Total Approved Budget as of 6/30/2025	Total Project Spent as of 3/4/2025	FY 24-25 Adopted Update	FY 25-26 Proposed	FY 26-27 Proposed	FY 27-28 Requested	FY 28-29 Requested	FY 29-30 Requested	Total Project Funding
C2007	Traffic Signal System Analysis/Study	350,000	188,907	-	-	-	-			350,000
C2210	East Side Innovation District Zoning Code: Transportation Demand Management Ordinance Amendment	522,300	67,686	442,300	-	-	-			522,300
C2340	Kadence Adaptive Traffic Signal	200,000	75,842	-	-	-	-			200,000
C2402	Pilot Roundabout at Crestview and Edmonds	316,000	-	316,000	250,000					566,000
C2404	Industrial Road Turning Mitigation (Between Holly St and PAMF)	100,000	-	100,000	400,000	-	-			500,000
C2405	Traffic Signal Masterplan Implementation	400,000	-	250,000	450,000	500,000	500,000	600,000	600,000	3,050,000
C2504	Traffic Studies & Pilot Improvements				500,000	500,000	500,000	500,000	500,000	2,500,000
C2505	Traffic Technology & Funding Development				450,000	250,000	250,000	250,000	250,000	1,450,000
C2506	Traffic Signal Fiber Project				-	250,000	1,250,000	65,000	320,000	1,885,000
C2507	Traffic Impact Fee (TIF) Study and Update				150,000	-				150,000
<u>Parks & Recreation</u>										
C1815	City Tree Consultant	100,000	50,722	-	-	-	-			100,000
C2102	Upgrade of Existing Tennis & Basketball Court Lighting	350,000	49,850	-	-	-	-			350,000
C2204	Burton and Harrington Park Maintenance	-	-	-	-	-	-			-
C2306	Madsen Scorebooth @ Burton Park	450,000	-	-	(350,000)	-	-			100,000
					(350,000)					
C2306	Parks & Recreation Foundation	(25,000)	-	-	25,000	-	-			-
					25,000					
C2307	Replacement of Existing Fencing in Burton and Highlands Parks	300,000	-	150,000	-	-	-			300,000
C2309	City of San Carlos Centennial Celebration	1,000,000	131,535	750,000	-	-	-			1,000,000
C2334	Tree Replacement in Burton Park	150,000	22,976	-	-	-	-			150,000
<u>Planning</u>										
C1903	GESC Tree/Neighborhood Improvement	83,340	8,510	-	-	-	-			83,340
C1903	Developer Contributions	(83,340)	(83,340)	-	-	-	-			(83,340)
C2105	Downtown Planning Initiative	1,445,000	1,024,485	-	69,900	-	-			1,514,900
C2105	Grant	-			(300,000)					(300,000)
C2206	East Side Innovation District Parking Strategy	100,000	43,865	-	-	-	-			100,000
C2206	Transfer From Fund 28	(43,983)	-	(43,983)	-	-	-			(43,983)
C2207	Comprehensive East Side Master Streetscape Plan	200,000	-	-	150,000	-	-			350,000
C2209	East Side Innovation District Zoning Code: Stream Development and Maintenance Overlay District Amendment	30,000	-	-	(30,000)	-	-			-
C2211	Northeast Area Specific Plan	1,550,000	1,118,879	50,000	-	-	-			1,550,000
C2215	Downtown Renovation Plan Design/Implementation	3,500,000	113,020	3,500,000	6,250,000	-	-	2,421,000	7,829,000	20,000,000
C2215	Downtown Renovation Plan Design/Implementation	(3,500,000)	-	(3,500,000)	-	-	-	-	(10,000,000)	(10,000,000)
C2324	General Plan Open Space Element Update	300,000	-	300,000	(300,000)	-	-			-
					(300,000)					
C2324	General Plan Update Reserve	(300,000)	-	(300,000)	300,000	-	-			-
					300,000					
C2516	Climate Mitigation and Adaptation Plan Update				250,000					250,000
<u>Facilities, Technology and Equipment</u>										
C1711	Fire Stations Repair	130,775	44,278	-	-	-	-			130,775
C1711	Tsf Fm Facility Infrastructure Improvement Reserve	(103,050)	(130,775)	-	-	-	-			(103,050)
C1753	Wheeler Plaza Garage Parking Management System Expansion & Extension	184,728	25,075	-	-	-	-			184,728
C1813	Transfer Switches for Portable Generators (ACC, YC and Storm Pumps)	250,000	7,703	-	-	-	-			250,000
C1908	1201 San Carlos Ave Property Acquisition	500,000	-	-	-	-	-			500,000
C2218	Permitting Software	500,000	400,195	-	-	-	-			500,000
C2218	Technology Fee Reserve	-	-	-	-	-	-			-
C2312	Migration From Hosted Server to Sharepoint	100,000	-	-	-	-	-			100,000
C2313	Door Access System Upgrade	150,000	-	150,000	-	-	-			150,000
C2322	Citywide Pole Banners	235,000	21,404	-	-	-	-			235,000
C2336	Installation of New EV Stations in Public Parking Lots (Downtown)	200,000	-	100,000	329,100	329,100	-			858,200
C2336	MTC Grant				(261,600)	(261,600)	-			(523,200)
C2336	PCE Grant				(67,500)	(67,500)				(135,000)

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CAPITAL IMPROVEMENT PROGRAM BUDGET DETAIL

Fund/ Project	Project Name	Total Approved Budget as of 6/30/2025	Total Project Spent as of 3/4/2025	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Total Project Funding
				Adopted Update	Proposed	Proposed	Requested	Requested	Requested	
C2407	ACC Sound system & Office/Conference Room Door Replacement	150,000	23,955	150,000	-	-	-			150,000
C2407	Friends of ACC	(50,000)	-	(50,000)						(50,000)
C2408	Fire Alarm System Update	150,000	-	150,000	-	-	-			150,000
C2409	Corporation Yard Kitchen and Restroom Upgrade	170,000	55,510	170,000	-	-	-			170,000
C2410	Roof Replacement and Solar Panel Upgrade	425,800	-	175,000	-	-	-			425,800
C2410	Grants	(425,800)	(228,916)	-						(425,800)
C2411	Sheriff's Department Floor and Cabinet Replacements	175,000	41,705	175,000	-	-	-			175,000
C2411	Sheriff Office Trust Fund Reserve	(175,000)	-	(175,000)						(175,000)
C2412	CMMS Tool Upgrade and Integration with Other IT Tools	150,000	-	150,000						150,000
C2414	2nd Floor City Hall Remodel	-	-	-	1,750,000	-	-			1,750,000
C2415	Agenda Management Software Replacement	-	-	-	-		150,000			150,000
C2513	City Hall Roof Replacement					450,000				450,000
	Restricted Fund (Bldg. Maintenance/Imp)					(107,225)				(107,225)
C2515	Adult Community Center Kitchen Remodel Design				200,000					200,000
	Parks and Recreation Donations Reserve				(200,000)					(200,000)
C1734	Library Maintenance and Repairs	588,568	356,083	-	-	-	-	-	-	588,568
C1734	SMC Library Funding	(188,565)	(188,565)	-						(188,565)
C2008	Library Building Emergency Backup Power	1,000,000	49,016	-	-	-	-	-	-	1,000,000
C2008	Library Reserve	(600,000)	(14,986)	-	(400,000)					(1,000,000)
C2114	City Library Foundation Study and Stair Repair	250,000	244,640	-	-	-	-	-	-	250,000
C2114	SMC Library Funding	(150,000)	(150,000)	-						(150,000)
C2337	Library New AC Rooftop Unit	800,000	-	-						800,000
C2337	SMC Library Funding	(800,000)	-							(800,000)
C2418	Library Bathroom and Kitchen Upgrade	500,000	-	-	-					500,000
	SMC Library Funding	(500,000)								(500,000)
C2419	Library Roof Upgrade	369,380	-	-	-					369,380
	SMC Library Funding	(250,000)								(250,000)
C2420	Library Parking Garage Cameras	500,000	-	-	-					500,000
	SMC Library Funding	(375,000)								(375,000)
	Total Outside Funding	12,836,096	(11,967,822)	(3,730,457)	(2,631,100)	(329,100)	-	-	(10,000,000)	(28,024,953)
	Total Capital	64,267,053	35,561,497	11,279,300	17,603,083	10,379,100	5,800,000	6,086,000	12,399,000	114,224,210
	Total Transfers (Inter-project)	(6,294,811)	(488,956)	(2,587,676)	(1,247,065)	-	-	(1,150,000)	-	(7,541,876)
Total General Capital Fund 0025		70,808,338	23,104,719	4,961,168	13,724,918	10,050,000	5,800,000	4,936,000	2,399,000	78,657,381
Ending Fund Balance General Capital Fund 0025				2,254,522	1,028,167	1,464,992	1,141,392	4,131,492	9,761,392	

**C2514: Industrial Road Bridge and Culvert Repair Project - NEW**

Fund Number: 25
 Department: Public Works
 Project Manager: Alex Tat
 Category: Storm Drainage

Location: Industrial Road and Cordilleras Creek
 Strategic Plan: Yes
 Priorities: Safety; Cost of Deferred Maintenance
 Priority Rating: 1

Description

California's Department of Transportation ("Caltrans") inspects the bridge and culvert located on Industrial Road above Cordilleras Creek annually and provides recommendations for general upkeep and maintenance. Further upstream from Cordilleras Creek, an outfall was discovered with significant deterioration and signs of erosion within the embankment. The comments from Caltrans indicate that the culvert and outfall will need to be repaired in order for both structures to function as intended during heavy storms. The proposed bridge repairs are anticipated to disturb the creek. As such, the City will need to obtain environmental permits from the U.S. Army Corp of Engineers, the California Department of Fish & Wildlife, and the California State Water Resources Control Board during the design phase in FY 2026.

Justification

This project is also consistent with the Council's priorities of safety and storm drainage. Mitigation measures are needed to reduce annual maintenance costs and staff time required to address any unexpected scenarios as experienced during atmospheric events in the past few years.

Duration

July 2025 - June 2027

Status

New project

Programmed Funding

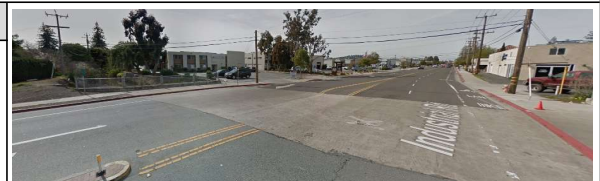
	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
New request	-	-	100,000	500,000	-	-	-	600,000
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 100,000</u>	<u>\$ 500,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 600,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 100,000</u>	<u>\$ 500,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 600,000</u>

Future Impact on Operating Budget

These mitigation measures should reduce annual maintenance costs.

Current Strategic Plan Objective

X	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	X Non-Capitalized Project





C9531: Storm Drain Improvements (3017 Brittan Ave, 1000 Drake Ct., 1005 Drake Ct., Eaton Park & Arguello Park) - AMENDED

Fund Number:	25	Location:	Various
Department:	Public Works	Strategic Plan:	Yes
Project Manager:	Alex Tat	Priorities:	Master Plan; Safety; & Council's Strategic Plan
Category:	Storm	Priority Rating:	1

Description

During major storm events, many areas of the city experience flooding. Per the 2016 Citywide Storm Drain System Master Plan, the cost to fully address drainage issues in San Carlos would be \$53 million. This Annual Storm Drain Improvements project will fund recommended improvements as well as address any new deficiencies within the storm drain infrastructure throughout the city. During the 2022-23 winter storms, the storm drain facilities in the rear yard easements for 3017 Brittan Avenue and 1000 Drake Court were overwhelmed from the stormwater runoff, dirt, and debris off the hillsides and open space, causing flood and other damage to the properties. Improvements to the storm drain facilities were already identified under this project, but additional improvements are needed after assessing the damage from the 2022-23 storms. In addition, staff is proposing similar storm drain improvements to 1005 Drake Court, which has similar conditions and should have similar improvements as 1000 Drake Court. Staff has also identified storm drain improvements in parks and open space areas including, Eaton Park and Arguello Park, where there are constant blockages, overflows, and erosion. Both the trail within Eaton Park and the emergency access road within Arguello Park were washed out in the recent storms.

Justification

In January 2016, the City completed a Citywide Storm Drain System Master Plan that identifies storm drainage deficiencies throughout the city. The Master Plan identified \$53 million in improvement work to upsize existing storm infrastructure. Additional funding is needed to fund the recommended improvements, minimize impact and flooding, continue address storm drain deficiencies, erosion, and improve storm drain infrastructure throughout the city. After the recent 2022-23 storm, significant maintenance staff time was spent on clearing and repairing the damage. This project will reduce staff time and preventative maintenance cost.

Duration

Continuous.

Status

Funding needs to be accumulated to implement and complete the prioritized improvement projects and continue to address deficiencies within the storm drain infrastructure throughout the city.

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 3,652,764	\$ 2,637,978	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ -	\$ -	\$ 6,652,764
New request	-	-	-	-	-	500,000	500,000	1,000,000
Total	<u>\$ 3,652,764</u>	<u>\$ 2,637,978</u>	<u>\$ 1,000,000</u>	<u>\$ 1,000,000</u>	<u>\$ 1,000,000</u>	<u>\$ 500,000</u>	<u>\$ 500,000</u>	<u>\$ 7,652,764</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project	<u>\$ 3,652,764</u>	<u>\$ 2,637,978</u>	<u>\$ 1,000,000</u>	<u>\$ 1,000,000</u>	<u>\$ 1,000,000</u>	<u>\$ 500,000</u>	<u>\$ 500,000</u>	<u>\$ 7,652,764</u>

Future Impact on Operating Budget

This is a continuous capital improvement project that reduces staff time and maintenance costs.

Current Strategic Plan Objective			
X	Climate Change Mitigation, Adaptation & Resilience		
	Downtown		
	Housing		
	Mobility, Traffic & Transportation Infrastructure		
	Northeast Area Specific Plan		
	Recreation Services		
Capitalized Project	X	Non-Capitalized Project	



**C9806: Belmont Creek Watershed Improvement**

Fund Number:	25	Location:	Belmont Creek
Department:	Public Works	Strategic Plan:	Yes
Project Manager:	Steven Machida	Priorities:	Safety; Response to Nature or Emergency
Category:	Storm	Priority Rating:	5

Description

This project would construct an upstream detention facility in the City of Belmont and restore the eroding creek banks to reduce sediment transport and downstream flooding of Belmont Creek in and around Industrial Road in San Carlos. San Carlos is partnering with the City of Belmont and San Mateo County on this joint project.

Justification

Historically, during major storm event, Belmont Creek floods out of its channel into surrounding properties. A portion of the creek is the responsibility of the City of San Carlos. City staff will continue to work collaboratively with the City of Belmont, San Mateo County, and private property owners to study and develop the solutions to minimize flooding.

Duration

July 2023 through July 2028.

Status

Belmont is currently leading the design effort.

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 500,000	\$ 231,516	\$ 550,000	\$ -	\$ -	\$ -	\$ -	\$ 1,050,000
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 500,000</u>	<u>\$ 231,516</u>	<u>\$ 550,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,050,000</u>
Fund Financing Sources								
Resources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project	<u>\$ 500,000</u>	<u>\$ 231,516</u>	<u>\$ 550,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,050,000</u>

Future Impact on Operating Budget

There is no impact to San Carlos, as this project is located in Belmont and will be their responsibility to maintain moving forward. This will be formalized in the Funding Agreement between the agencies.

Current Strategic Plan Objective

X	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	Non-Capitalized Project X



**C9828: Storm Channel Sediment Removal - AMENDED**

Fund Number:	25	Location:	Industrial Road Area
Department:	Public Works	Strategic Plan:	Yes
Project Manager:	Alex Tat and Lou Duran	Priorities:	Master Plan; Safety; Council's Strategic Plan
Category:	Storm	Priority Rating:	1

Description

The purpose of this project is to remove accumulated sediment in channels under and adjacent to Industrial Road. Channel dredging requires various federal and state permits. The first phase is to obtain all necessary permits for annual maintenance dredging.

Justification

The Industrial Road area experiences frequent flooding, which has a detrimental effect on the economic viability of the area. Furthermore, sediment removal imposes significant cleanup costs for the City and for private property owners.

Duration

Ongoing

Status

Ongoing. Prior anticipated additional future funding requests have been removed with no impact to the project's progress.

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 1,429,359	\$ 139,380	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 3,929,359
New request	-	-	(500,000)	(500,000)	(500,000)	(500,000)	(500,000)	(2,500,000)
Total	<u>\$ 1,429,359</u>	<u>\$ 139,380</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,429,359</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ 1,429,359</u>	<u>\$ 139,380</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,429,359</u>

Future Impact on Operating Budget

The sediment removal reduces costs and significant clean ups related to flooding.

Current Strategic Plan Objective

X	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	Non-Capitalized Project
	X



**C1712: Illuminated Street Name Sign Replacement**

Fund Number:	25	Location:	24 Signalized Intersections
Department:	Public Works	Strategic Plan:	Yes
Project Manager:	Lou Duran / Hanieh Houshmandi	Priorities:	Safety
Category:	Streets & Sidewalks	Priority Rating:	2

Description

Replace existing, internally illuminated street name signs mounted on signal mast arms with two-sided retroreflective signs.

Justification

The City currently has 92 internally illuminated street name signs mounted on mast arms attached to the traffic signal poles at 24 signalized intersections in San Carlos. These fixtures have reached the end of their service lives and are becoming maintenance intensive and costly. Some signs do not light or have badly faded or cracked translucent panels and worn mounting hardware. Replacing these illuminated signs with solid two-sided retroreflective signs will improve navigational visibility, eliminate the City's electrical use, and reduce the maintenance costs.

This budget request seeks to address the increase in costs, supplies, materials, and labor as a result of the pandemic. This will effect 24 signalized intersections or a total of 96 signs.

Duration

July 2025 to June 2026

Status

Ongoing. Construction anticipated late 2025 to early 2026.

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 205,000	\$ 1,657	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 205,000
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 205,000</u>	<u>\$ 1,657</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 205,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ 205,000</u>	<u>\$ 1,657</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 205,000</u>

Future Impact on Operating Budget

Anticipated annual maintenance costs once replaced.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
X	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	X Non-Capitalized Project



**C1722: San Carlos Avenue Asphalt Pathway Replacement (Alameda de las Pulgas to Cordilleras Avenue)**

Fund Number:	25	Location:	San Carlos Avenue
Department:	Public Works	Strategic Plan:	Yes
			Master Plan; Legal Requirement and Mandate; Safety; Council's Strategic Plan;
Project Manager:	Alex Tat	Priorities:	Previously Funded
Category:	Streets & Sidewalks	Priority Rating:	1

Description

During the Eucalyptus Tree Removal Project, the Council recommended reconstruction of the existing asphalt concrete pathway along the south side of San Carlos Avenue, between Alameda de las Pulgas and Cordilleras Avenue. The asphalt concrete pathway has been damaged and raised by eucalyptus tree roots and creates a tripping hazard. All the eucalyptus trees have been removed and the pathway can be reconstructed and replaced with a concrete sidewalk, curb, and gutter in accordance with City standard details. The project will also include installation of high-visibility thermoplastic traffic striping and pavement markings, installation of green bike lanes, and roadway resurfacing. Staff received approval from the City Council in September 2024 to apply for San Mateo County Transit Authority (SMCTA) Cycle 7 Pedestrian and Bicycle Grant Program funding in the amount of \$2,000,000 total combined for this project and C2106 - Brittan Avenue Sidewalk Improvements, and received notification of approval in December 2024. The SMCTA Pedestrian and Bicycle Grant Program is funded through Measure A and W sales tax initiatives for countywide transportation related improvements with the goal of improving pedestrian and bicycle safety and access through a Complete Streets approach.

Justification

Many residents have expressed concerns about the condition of the pedestrian pathway along San Carlos Avenue, between Cordilleras and Alameda de las Pulgas, as a result of the roots from the eucalyptus trees. Safety has been identified as a Council priority. The project improvements will: provide a safe and improved path of travel for pedestrians; provide additional connectivity to the downtown and transit center; reduce tripping hazards; reduce the cost of maintenance and staff time; increase longevity; and, create a clear and visible separation between pedestrians and vehicles. This project is funded by the San Mateo County Transit Authority Cycle 7 Pedestrian and Bicycle Grant Program approved in December 2024.

Duration

July 2023 - June 2026

Status

On-going

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 1,309,644	\$ 922,706	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,309,644
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 1,309,644</u>	<u>\$ 922,706</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,309,644</u>

Fund Financing Sources

San Mateo County Transit Authority Cycle 7 Pedestrian and Bicycle Grant Program - 10% City Match Required	\$ -	\$ -	\$ 500,000		\$ -	\$ -	\$ -	\$ 500,000
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 500,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 500,000</u>

Total Capital Project

<u>\$ 1,309,644</u>	<u>\$ 922,706</u>	<u>\$ (500,000)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 809,644</u>
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Future Impact on Operating Budget

Replacement of the asphalt should reduce maintenance calls for service.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
X	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	X Non-Capitalized Project



C1725: Upgrade Pedestrian Signal Heads to Countdown Pedestrian Signals

Fund Number:	25	Location:	Various
Department:	Public Works	Strategic Plan:	Yes
Project Manager:	Jana Cadiz	Priorities:	Safety
Category:	Streets & Sidewalks	Priority Rating:	3

Description

This project will fund the upgrade of pedestrian signal heads at signalized intersections to countdown pedestrian signal (CPS) heads as well as the upgrade of pedestrian pushbuttons to accessible pedestrian signals (APS).

Justification

Countdown pedestrian signals (CPS) are used to supplement traditional pedestrian signals with flashing numbers that count down the number of seconds remaining until the end of the pedestrian change interval. Studies of the effectiveness of CPSs have concluded that they provide pedestrians with more useful information that helps them to cross the street more safely. While CPSs upgrades are performed, pedestrians pushbuttons can also be brought up to date with ADA compliance with accessible pedestrian signals. Additional funding is requested as the cost has increased and grant funding is no longer available.

Duration

Estimated FY2024 to FY2026

Status

Countdown pedestrian signals (CPS) were installed in late 2024. Accessible pedestrian signals (APS) are anticipated to be installed by December 2026.

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 830,000	\$ 31,421	\$ -		\$ -	\$ -	\$ -	\$ 830,000
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 830,000</u>	<u>\$ 31,421</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 830,000</u>
Fund Financing Sources								
Grant Funding								
New request	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ 830,000</u>	<u>\$ 31,421</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 830,000</u>

Future Impact on Operating Budget

Negligible impact. Countdown pedestrian signals (CPS) and accessible pedestrian signals (APS) may require occasional maintenance, with an anticipated cost of approximately \$500 per unit.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
X	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	X
	Non-Capitalized Project



**C1728: 5kv Streetlight Conversion**

Fund Number:	25	Location:	Various locations
Department:	Public Works	Strategic Plan:	Yes
Project Manager:	Lou Duran / Hanieh Houshmandi	Priorities:	Safety, Maintenance, Environment
Category:	Streets & Sidewalks	Priority Rating:	3

Description

Convert existing 5 kilovolt Regulated Output streetlights to LED.

Justification

The City currently has 56 streetlights that are powered by 5 kilovolt (kv) Regulated Output Circuits. These streetlights are outdated and replacement parts are no longer available for repairs. As a result, some of these streetlights have been out of service for many months or longer than a year. Converting these to LED will eliminate maintenance issues and most importantly, restore street lighting to the areas where the lights are out of service, improving public safety.

Duration

July 2022 to June 2026

Status

Ongoing

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 335,000	\$ 225	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 335,000
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 335,000</u>	<u>\$ 225</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 335,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ 335,000</u>	<u>\$ 225</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 335,000</u>

Future Impact on Operating Budget

Streetlights may require occasional maintenance at an anticipated cost of approximately \$3,000 each.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
X	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	X Non-Capitalized Project



**C1746: ECR/Rail Corridor Tree Planting and Irrigation Installation - AMENDED**

Fund Number:	25	Location:	South of Arroyo Avenue to City Limits
Department:	Public Works	Strategic Plan:	Yes
Project Manager:	Grace Le	Priorities:	Condition for Development, Climate
Category:	Streets & Sidewalks; Environmental Sustainability	Priority Rating:	3

Description

Plant new street trees and install irrigation from Arroyo Avenue to the southern City limits where feasible. The conceptual design is complete and the tree locations are established. The next step is to prepare the design, including the construction details, tree selection, planting and irrigation design, and other amenities. The cost for the design is \$110,000. The estimated construction cost is \$500,000, of which, \$150,000 was provided by the Transit Village towards the project.

Justification

Per the Transit Village project conditions of approval, the developer provided \$150,000 to the City towards the project landscaping and irrigation improvements. The intent is to continue the beautification of the transit corridor south from the Transit Village and Transit Center to the southern City limits.

Duration

To be determined.

Status

Project is on hold pending the tree selection and vision of the Grand Boulevard Initiative and the Downtown Specific Plan. \$434,000 has been moved to the unfunded list.

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 610,000	\$ 25,829	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 610,000
New request	-	-	(434,000)	-	-	-	-	(434,000)
Total	<u>\$ 610,000</u>	<u>\$ 25,829</u>	<u>\$ (434,000)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 176,000</u>
Fund Financing Sources								
Transfer from Transit Village	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000
Total	<u>\$ 150,000</u>	<u>\$ 150,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 150,000</u>
Total Capital Project	<u>\$ 460,000</u>	<u>\$ (124,171)</u>	<u>\$ (434,000)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 26,000</u>

Future Impact on Operating Budget

Negligible impact. SamTrans will maintain the trees.

Current Strategic Plan Objective

X	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	X Non-Capitalized Project



**C1806: San Carlos Avenue Pedestrian Safety Improvements Phase III**

Fund Number:	25	Location:	San Carlos Avenue
Department:	Public Works	Strategic Plan:	Yes
Project Manager:	Alex Tat	Priorities:	Master Plan, Council Approved, Safety, Grant Funded; Previously Funded
Category:	Streets & Sidewalks	Priority Rating:	1

Description

Phase III of the San Carlos Avenue Pedestrian Safety Improvements will include the installation of sidewalk, curb, and gutter along both sides of San Carlos Avenue, between Wellington Drive and Beverly Drive. The improvements will also include the installation of green infrastructure and/or landscaping, signage and striping, utility improvements, and intersection improvements.

Justification

The project aligns with the Council's goal of improving public safety along San Carlos Avenue. Staff completed Phases I and II of the project in FY 2019-20, which included similar improvements along San Carlos Avenue, between Wellington Drive and Sycamore Street. Phase III would improve the remaining section of San Carlos Avenue between Beverly Drive and Wellington Drive that currently does not have sidewalk along the northside. Additionally, the project would provide complete connectivity along the northside of San Carlos Avenue for pedestrians traveling from Dartmouth Avenue to downtown.

Duration

September 2020 through June 2026.

Status

Phase I and II are complete. Phase III construction is anticipated to be completed May 2025. Closeout of the project may extend into FY26.

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 6,701,149	\$ 4,573,906	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,701,149
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 6,701,149</u>	<u>\$ 4,573,906</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 6,701,149</u>
Fund Financing Sources								
Developer Donation	\$ 8,000	\$ 8,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,000
Measure A Bike/Ped	\$ 1,400,000	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,400,000
Traffic Mitigation Fee Reserve	\$ 3,401,150	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,401,150
Total	<u>\$ 1,408,000</u>	<u>\$ 1,008,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 4,809,150</u>
Total Capital Project								
	<u>\$ 5,293,149</u>	<u>\$ 3,565,906</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,891,999</u>

Future Impact on Operating Budget

Minimal impact once construction is complete aside from periodic maintenance of green infrastructure and landscaping.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
X	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	X Non-Capitalized Project



**C1811: Repave Asphalt Walking Path at Highlands Park**

Fund Number:	25	Location:	Highlands Park
Department:	Parks & Recreation	Strategic Plan:	Yes
Project Manager:	Alex Tat	Priorities:	Cost of Deferred Maintenance; Safety; Previously Funded
Category:	Streets & Sidewalks; Parks	Priority Rating:	2

Description

This project will repave the lower park entrance of Highlands Park on Coronado Street.

Justification

This project will repave the pathway at the lower park entrance in order to improve pedestrian safety. There are many cracks, potholes, and root intrusions in the current pathway. The work will include the repair of potholes, root removal, and grading and repaving of the walkway. Because the pathway is used to implement the City's open space fire mitigation program, the pathway needs to be accessible and level to bring in necessary equipment.

Duration

July 2021 through June 2026.

Status

A contractor has been awarded the construction contract and work is anticipated to start in the Spring/Summer 2025.

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 1,020,000	\$ 18,539	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,020,000
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 1,020,000</u>	<u>\$ 18,539</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,020,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ 1,020,000</u>	<u>\$ 18,539</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,020,000</u>

Future Impact on Operating Budget

Minimal impact aside from periodic maintenance.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
X	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	X Non-Capitalized Project



**C2106: Brittan Avenue Sidewalk Improvements (Between Rogers Ave & Sunset Dr) - AMENDED**

Fund Number: 25
 Department: Public Works

 Project Manager: Alex Tat
 Category: Streets & Sidewalks

Location: Brittan Avenue
 Strategic Plan: Yes
 Master Plan; Safety;
 Council's Strategic Plan;
 Priorities: Previously Funded
 Priority Rating: 2

Description

Brittan Avenue, between Milano Way and Alameda de las Pulgas, is unimproved and does not have a safe path of travel for pedestrians on either side. This segment of Brittan Avenue has been identified in the City's Bicycle and Pedestrian Master Plan, which seeks to improve pedestrian safety and connectivity to the downtown and the transit center. This project would improve this segment of Brittan Avenue with the following: sidewalk, curb, and gutter construction; reconstruction/construction of curb ramps; roadway resurfacing; and drainage and utility improvements. The project will also include green bike lanes, with a buffer to improve safety for bicyclists. The buffer will reduce the level of stress and the green paint will improve visibility for bicyclists. Staff received approval from the City Council in September 2024 to apply for San Mateo County Transit Authority (SMCTA) Cycle 7 Pedestrian and Bicycle Grant Program funding in the amount of \$2,000,000 total combined for this project and C1722 - San Carlos Avenue Asphalt Pavement Replacement, and received notification of approval in December 2024. The SMCTA Pedestrian and Bicycle Grant Program is funded through Measure A and W sale tax initiatives for countywide transportation related improvements with the goal of improving pedestrian and bicycle safety and access through a Complete Streets approach.

Justification

The project improves safety and provides a safer path of travel for pedestrians between Milano Way and Alameda de las Pulgas along Brittan Avenue, which aligns with the Council's Strategic Plan and priorities. The improvements are also consistent with the City's Bicycle and Pedestrian Master Plan which prioritizes bicycle and pedestrian safety improvements for the intersection of Brittan Avenue and Alameda de las Pulgas. \$1,800,000 was previously allocated from the approved Bicycle and Pedestrian Master Plan Implementation (C2006) project and is proposed to be used on this project for the sidewalk improvements. This project is partially funded by the San Mateo County Transit Authority Cycle 7 Pedestrian and Bicycle Grant Program approved in December 2024.

Duration

July 2023 - June 2026

Status

Design concept alternatives have been developed for the the next phase of work that includes public outreach and gathering community feedback.

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 2,025,000	\$ 87,304	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,025,000
New Request	-	-	975,000	-	-	-	-	975,000
Total	<u>\$ 2,025,000</u>	<u>\$ 87,304</u>	<u>\$ 975,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,000,000</u>
Fund Financing Sources								
San Mateo County Transit Authority Cycle 7 Pedestrian and Bicycle Grant Program - 10% City Match Required			1,500,000					\$ 1,500,000
Traffic Mitigation Fee Reserve	\$ 500,000	\$ 52,935	\$ 1,447,065	\$ -	\$ -	\$ -	\$ -	\$ 1,947,065
Traffic Mitigation Fee Reserve	\$ (447,065)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (447,065)
Total	<u>\$ 52,935</u>	<u>\$ 52,935</u>	<u>\$ 2,947,065</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,000,000</u>
Total Capital Project	<u>\$ 1,972,065</u>	<u>\$ 34,369</u>	<u>\$ (1,972,065)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Future Impact on Operating Budget

The additional sidewalk will be added to the maintenance programs.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
X	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	X
	Non-Capitalized Project



**C2201: Arroyo Ave and Chestnut St Safe Routes to School Improvements and Paving**

Fund Number:	25	Location:	Arroyo Ave and Chestnut Street; Burton Park
Department:	Public Works	Strategic Plan:	Yes
Project Manager:	Jana Cadiz / Hanieh Houshmandi	Priorities:	Master Plan; Safety; Council's Strategic Plan
Category:	Streets & Sidewalks	Priority Rating:	1

Description

This project will construct Safe Routes to School improvements at the intersection of Arroyo Avenue and Chestnut Street. Planned improvements include: upgrades to existing crosswalks; construction and reconstruction of curb ramps; installation of a rectangular rapid flashing beacon system, thermoplastic traffic striping, pavement markings, and signage. In addition, the exposed aggregate concrete sidewalk on Arroyo Avenue, between Cedar and Chestnut Streets, and on Chestnut Street, between Arroyo Avenue and Baytree Road, will be reconstructed to match the area surrounding Burton Park. Lastly, the existing roadway along Chestnut Street and valley gutter on Chestnut Street will be rehabilitated. This budget request includes costs for design and construction. The construction bids were higher than the engineer's estimate. Additional budget will be needed for construction.

Justification

The improvements at intersection of Arroyo Avenue and Chestnut Street are identified in the City's Safe Routes to School Plan because of their proximity to the Central Middle and Arroyo Elementary Schools. The improvements at this intersection will also provide connectivity for pedestrians to Burton Park and students going to the Youth Center. The project also includes replacing the exposed aggregate sidewalk, replacing it with standard sidewalk surrounding Burton Park along Arroyo Avenue and Chestnut Street, which has been failing and in need of replacement. The sidewalk replacement will dramatically reduce potential trip hazards.

Duration

July 2024 - December 2025

Status

Ongoing

Programmed Funding

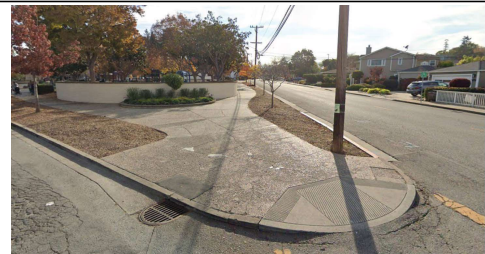
	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 867,000	\$ 45,633	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 867,000
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 867,000</u>	<u>\$ 45,633</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 867,000</u>
Fund Financing Sources								
Priority Legislative								
Budget Projects Grant	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000
School District								
Reimbursement	\$ 20,457	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,457
Traffic Mitigation Fee								
Reserve	\$ 375,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 375,000
Total	<u>\$ 375,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 545,457</u>
Total Capital Project								
	<u>\$ 492,000</u>	<u>\$ 45,633</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 321,544</u>

Future Impact on Operating Budget

Future impact on the operating budget is negligible. The rectangular rapid flashing beacons and striping may require occasional maintenance at an anticipated cost of approximately \$6,000 over time and in phases.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
X	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	X Non-Capitalized Project



**C2212: Tree Well Replacement on Industrial Road - AMENDED**

Fund Number:	25	Location:	Industrial Road, Taylor Way to Holly St
Department:	Public Works	Strategic Plan:	Yes
Project Manager:	Alex Tat	Priorities:	Clean Air; Beautification; Previously Funded
Category:	Streets & Sidewalks	Priority Rating:	3

Description

Expand 17 tree wells along Industrial Road, from Taylor Way to Holly Street, to accommodate new trees. The City will also construct a new irrigation system for the trees. \$300,000 is for the modification of the tree wells and planting trees along Industrial Road and \$100,000 is for installation of the new irrigation system.

Justification

Of the 17 trees planted in 2013, only two survived. Constricted tree wells, poor soil, and lack of a stable water source are likely causes. This project will beautify the corridor with newly planted trees in suitable tree wells, as well as contribute to cleaner air.

Duration

July 2022 to July 2026

Status

Project has been moved to unfunded to prioritize the streetscape plan and approach this project with an updated timeline.

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 400,000	\$ 39,938	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400,000
New request	-	-	(360,000)	-	-	-	-	(360,000)
Total	<u>\$ 400,000</u>	<u>\$ 39,938</u>	<u>\$ (360,000)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 40,000</u>
Fund Financing Sources								
Developer revenue	\$ -	\$ -	\$ 27,000	\$ -	\$ -	\$ -	\$ -	\$ 27,000
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 27,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 27,000</u>
Total Capital Project	<u>\$ 400,000</u>	<u>\$ 39,938</u>	<u>\$ (387,000)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 13,000</u>

Future Impact on Operating Budget

The operating cost increase will be minimal, and is estimated to be less than \$500/month.

Current Strategic Plan Objective

X	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	X Non-Capitalized Project



**C2213: Intersection Pedestrian Improvements (Arroyo/Woodland, Olive/Elm)**

Fund Number:	25	Location:	Alameda/Howard, Olive/Elm, Arroyo/Woodland
Department:	Public Works	Strategic Plan:	Yes
Project Manager:	Hanieh Houshmandi	Priorities:	Pedestrian safety, increased mobility
Category:	Streets & Sidewalks	Priority Rating:	1

Description

Construct pedestrian improvements including curb extensions, high visibility crosswalk markings, and curb ramps in high priority intersections listed in the Bicycle Pedestrian Master Plan. This project will construct improvements at the intersections of Olive Avenue and Elm Street, and Arroyo Avenue and Woodland Avenue. This budget requests includes costs for design and construction.

Justification

The Bicycle and Pedestrian Plan listed priority intersections for pedestrian improvements. These priority improvements align with the City Council's strategic goal to provide efficient, safe, and effective movement throughout the city.

Duration

July 2023 to June 2026

Status

Design is ongoing at all intersections.

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 1,000,000	\$ 34,952	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 1,000,000</u>	<u>\$ 34,952</u>	<u>\$ 500,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,500,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project	<u>\$ 1,000,000</u>	<u>\$ 34,952</u>	<u>\$ 500,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,500,000</u>

Future Impact on Operating Budget

The rectangular rapid flashing beacons, curb extensions, pavement and striping may require occasional maintenance at an anticipated cost of approximately \$6,000 over time and in phases.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
X	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	X Non-Capitalized Project



**C2325: San Carlos Avenue Pedestrian Safety Improvements Phase IV - AMENDED**

Fund Number:	25	Location:	San Carlos Avenue
Department:	Public Works	Strategic Plan:	Yes
			Master Plan; Safety; Council's Strategic Plan; Previously
Project Manager:	Alex Tat	Priorities:	Funded
Category:	Streets & Sidewalks	Priority Rating:	1

Description

Phase IV of the San Carlos Avenue Pedestrian Safety Improvements Project will include pavement rehabilitation, as well as traffic striping and pavement markings, to introduce a new buffered green bike lane from Beverly Drive to the City of Belmont limits in accordance with the City of San Carlos adopted Bicycle and Pedestrian Master Plan. Staff completed Phases I and II of the project in FY 2019-20, which included similar improvements along San Carlos Avenue, between Wellington Drive and Sycamore Street. Phase III will improve the remaining section of San Carlos Avenue between Beverly Drive and Wellington Drive that currently does not have sidewalk along the northside. Phase III is anticipated to be completed by May 2025. This project will require extensive outreach with the residents directly impacted, in addition to community meetings, Commission meetings, and City Council meetings.

Justification

The project aligns with the Council's strategic goal of improving public safety as well as mobility, transportation, and traffic by improving bicycle and pedestrian safety along one of the city's major arterial roads. These improvements are also consistent with the city's adopted Bicycle and Pedestrian Master Plan. Additionally, it would provide complete connectivity along the northside of San Carlos Avenue for pedestrians to get from Dartmouth Avenue to the downtown areas and transit center, thereby encouraging and increasing other modes of transportation and reducing carbon emissions.

Duration

July 2028 - June 2029

Status

The public outreach phase will begin after the completion of Phase III. The project has been moved out to future years until other projects are completed.

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Approved Expenses	\$ 1,500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000
New request	(1,200,000)	-	-	-	-	1,200,000	-	-
Total	<u>\$ 300,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,200,000</u>	<u>\$ -</u>	<u>\$ 1,500,000</u>
Fund Financing Sources								
Traffic Mitigation Impact Fee	1,150,000							\$ 1,150,000
Traffic Mitigation Impact Fee	(1,150,000)	-	-	-	-	1,150,000	-	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,150,000</u>	<u>\$ -</u>	<u>\$ 1,150,000</u>
Total Capital Project	<u>\$ 300,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 50,000</u>	<u>\$ -</u>	<u>\$ 350,000</u>

Future Impact on Operating Budget

After implementation, the new sidewalks will be added to the maintenance program and additional operating costs may be required.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
X	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	X
	Non-Capitalized Project



**C2403: Landslide Repairs (Hillside Above Eaton Trail, 3101 Brittan, Sheldon Road & Chilton Park)**

Fund Number:	25	Location:	Various
Department:	Public Works	Strategic Plan:	Yes
Project Manager:	Alex Tat	Priorities:	Safety; Council's Strategic Plan; Previously Funded
Category:	Streets & Sidewalks; Storm	Priority Rating:	1

Description

During the 2022-2023 winter storms, the hillside above Eaton Trail, 3101 Brittan Avenue, Sheldon Road, and Chilton Park slipped and eroded due to oversaturated soil and caused soil and debris to mobilize down the slope into the property owner's rear yard in addition to the roadway. The failure was temporarily protected and secured to prevent further erosion of the soil for the wet season. This failure needs repair with permanent mitigation measures that consists of grading, construction of a keyway, drainage improvements, and hydroseeding to secure and stabilize the slope.

Justification

This project is also consistent with Council's priorities of safety and storm drainage. Mitigation measures are needed to: prevent further or future erosion of the hillside; eliminate or reduce impact and damage to the residences adjacent to the hillside and right of way; provide a safe path of travel for pedestrians using Eaton Trail above the hillside and Sheldon Avenue; and improve drainage to reduce the amount of runoff, dirt, and debris that enters adjacent properties. Mitigation measures will also reduce annual preventative maintenance costs and staff time needed to secure the hillside with tarpaulin, sandbags, and other protective measures every winter season. Project costs include additional work such as grading, demolition, and reconstruction of pathways needed to bring equipment and materials through Big Eaton Trail and avoid further impact to the residents.

Duration

July 2024 - June 2026

Status

Ongoing.

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Approved Expenses	\$ 1,000,000	\$ 87,565	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 1,000,000</u>	<u>\$ 87,565</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,000,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ 1,000,000</u>	<u>\$ 87,565</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,000,000</u>

Future Impact on Operating Budget

Future impact on the operating budget is minimal maintenance once repairs are complete.

Current Strategic Plan Objective


X	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	X Non-Capitalized Project





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C2214: SRTS Intersection and Sidewalk Improvements (Tamarack, Belle, Elm, Arroyo, Belmont, Cedar, & St. Francis)								
Fund Number:	25	Location:	Citywide					
Department:	Public Works	Strategic Plan:	Yes					
Project Manager:	Hanieh Houshmandi	Priorities:	Master Plan; Safety; Council's Strategic Plan					
Category:	Safe Routes to School	Priority Rating:	1					
Description								
Construct improvements to primary routes to schools to improve pedestrian safety and promote alternative modes of transportation according to recommendations from the school walk audits. Improvement will include high-visibility thermoplastic traffic striping and pavement markings, ladder crosswalks, curb ramps, and signage. This budget request includes costs for design and construction. The project intersections are: Tamarack and Belle Avenues, Elm Street and Arroyo Avenue, Belmont Avenue and Cedar Street, and St. Francis Way and Cedar Street.								
Justification								
Walk audits were conducted at six school sites: Arundel, Heather, White Oaks, Arroyo/Central, Brittan Acres, and Tierra Linda/Mariposa/Charter. Recommended improvements and safe-routes-to-school maps were created from walk audit inputs and observations. These priority improvements align with the City Council's strategic goal to improve mobility, traffic, parking, transportation infrastructure, and street maintenance, while encouraging alternative modes of transportation to provide efficient, safe, and effective movement throughout the city.								
Duration								
July 2023 - June 2028								
Status								
On-going								
Programmed Funding								
Appropriations	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Expenses	\$ 1,000,000	\$ 2,981	\$ 500,000	\$ 1,500,000	\$ 1,500,000	\$ -	\$ -	\$ 4,500,000
New request	-	-	-	-	-	-	-	-
Total	\$ 1,000,000	\$ 2,981	\$ 500,000	\$ 1,500,000	\$ 1,500,000	\$ -	\$ -	\$ 4,500,000
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Capital Project	\$ 1,000,000	\$ 2,981	\$ 500,000	\$ 1,500,000	\$ 1,500,000	\$ -	\$ -	\$ 4,500,000
Future Impact on Operating Budget								
Annual costs are negligible and future maintenance would be added to the operating maintenance programs once project is completed.								
Current Strategic Plan Objective								
	Climate Change Mitigation, Adaptation & Resilience							
	Downtown							
	Housing							
X	Mobility, Traffic & Transportation Infrastructure							
	Northeast Area Specific Plan							
	Recreation Services							
Capitalized Project	X	Non-Capitalized Project						

**C2508: Clifford Avenue Safe Routes to School and Pavement Project - NEW**

Fund Number:	25	Location:	Citywide
Department:	Public Works	Strategic Plan:	Yes
Project Manager:	Jana Cadiz	Priorities:	Safety
Category:	Safe Routes to School	Priority Rating:	1

Description

This project will construct Safe Routes to School improvements and perform pavement rehabilitation along Clifford Avenue, which is located within the San Carlos City limits, serving both San Carlos residents and Clifford School. Improvements include American with Disabilities Act (ADA) compliant curb extensions with ramps, high visibility crosswalks, a raised crosswalk, and rectangular rapid flashing beacons. Improvements would repair any conditions including replacements, safety risks, and potential trip hazards. This budget request includes costs for design and construction, but grant funding will be sourced where possible in collaboration with stakeholders from multiple jurisdictions, including the City of Redwood City, the Redwood City School District, and the County of San Mateo.

Justification

The San Mateo County Office of Education (SMCOE) Safe Routes to School (SRTS) Division hosted the walk audit for Clifford School in October 2023 as the school affects various stakeholders from multiple jurisdictions, including the City of San Carlos, the City of Redwood City, the County of San Mateo, Redwood City School District, and San Mateo County Transit District. Walk audits and SRTS improvements are intended to supplement the Bicycle and Pedestrian Master Plan that San Carlos City Council adopted in June 2020. School walk audits provide an opportunity for stakeholders to observe behavior and circulation in and around the school site, assess infrastructure, and discuss barriers and opportunities for improving student safety during the commute period. The data collected during the walk audits were compiled and analyzed to develop improvement recommendations maps as well as suggested routes to school maps. The improvements along Clifford Avenue are identified in the SRTS Plan for Clifford School because a majority of Clifford School fronts San Carlos streets. Clifford School is part of the Redwood City school district, however, a large number of San Carlos residents from Crestview Drive to Alameda De Las Pulgas are assigned to this school. Moreover, Clifford Avenue was slated for resurfacing in 2025 but was held due to needed safe routes to school improvements. The project will provide safer routes for all pedestrians and bicyclists.

Duration

FY 2027-2028

Status

New request. Project was identified under an annual pavement rehabilitation and requires further development. Grant funding is being explored for this project.

Programmed Funding

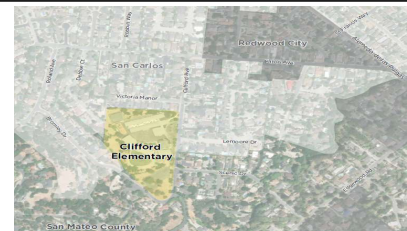
	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
New request	-	-	-	\$ 100,000	\$ 300,000	-	-	400,000
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 100,000</u>	<u>\$ 300,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 400,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 100,000</u>	<u>\$ 300,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 400,000</u>

Future Impact on Operating Budget

Annual costs are negligible and future maintenance would be added to the operating maintenance programs once the project is completed.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
X	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	X
	Non-Capitalized Project





C2509: Safe Routes to School Improvements near Tierra Linda Middle, Mariposa Elementary and San Carlos Charter Schools - NEW

Fund Number:	25	Location:	Citywide
Department:	Public Works	Strategic Plan:	Yes
Project Manager:	Jana Cadiz	Priorities:	Safety
Category:	Safe Routes to School	Priority Rating:	1

Description

This project will construct Safe Routes to School improvements around the Mariposa, Tierra Linda, and San Carlos Charter School campuses. The scope of this project includes: (1) exploring pedestrian scramble traffic signal timing at San Carlos Avenue and Dartmouth Avenue; (2) an intersection safety evaluation at Clifton Avenue and Wellington Drive; (3) updating two crosswalks to high visibility; (4) installing "No Parking" areas and converting travel lanes along Dartmouth Avenue; and (5) installing "No Parking" areas at Wellington Drive and Dartmouth Avenue. The City was selected to participate in the San Mateo County Office of Education's 2025 School Travel Fellowship Program (Cycle 4). This project supplements the work from the Fellowship Program.

Justification

As part of the process for developing the Bicycle and Pedestrian Master Plan, school walk audits were scheduled. Though the City Council Council approved the Master Plan in June 2020, before walk audits were conducted November 2021 to January 2022 due to the COVID-19 pandemic, the Safe Routes to School improvements were intended to supplement the Master Plan. The completed school walk audits provided an opportunity for stakeholders, including parents, the San Carlos School District, and City staff, to observe behavior and circulation in and around the school site, assess infrastructure, and discuss barriers and opportunities for improving student safety during the commute period. The data collected during the walk audits were compiled and analyzed to develop improvement recommendations maps for both the City and the School District as well as suggested routes to school maps for the school community. The improvements on San Carlos Avenue, Dartmouth Avenue, Club Drive, and Wellington Drive are identified in the Safe Routes to School Plan for the Tierra Linda, Mariposa, and San Carlos Charter schools due to their close proximity. The improvements on the roadway will also provide safer routes for pedestrians and bicyclists while alleviating vehicular congestion. Improvements would minimize safety risks and travel hazards.

Duration

FY 2025-26

Status

New request. Project begins under the 2025 School Travel Fellowship.

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
New request	-	-	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
Total	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Capital Project	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000

Future Impact on Operating Budget

Annual costs are negligible and future maintenance would be added to the operating maintenance programs once project is completed.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
X	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	X Non-Capitalized Project



June 09, 2025

Packet Pg. 597

**C2510: Safe Routes to School Improvements Near Brittan Acres and Heather - NEW**

Fund Number:	25	Location:	Citywide
Department:	Public Works	Strategic Plan:	Yes
Project Manager:	Jana Cadiz	Priorities:	Safety
Category:	Safe Routes to School	Priority Rating:	1

Description

Safe Routes to School improvement recommendations around Brittan Acres Elementary School call for the installation of two radar feedback signs and a refresh of crosswalk striping along Cordilleras Avenue. This project will also enhance and extend sidewalks along Cordilleras Avenue, between San Carlos Avenue and Carmelita Drive. Safe Routes to School improvement recommendations around Heather School call for the installation of radar feedback signs on Melendy Drive.

Justification

As part of the process for developing the Bicycle and Pedestrian Master Plan, school walk audits were scheduled. Though the City Council Council approved the Master Plan in June 2020, before walk audits were conducted November 2021 to January 2022 due to the COVID-19 pandemic, the Safe Routes to School improvements were intended to supplement the Master Plan. The completed school walk audits provided an opportunity for stakeholders, including parents, the San Carlos School District, and City staff, to observe behavior and circulation in and around the school site, assess infrastructure, and discuss barriers and opportunities for improving student safety during the commute period. The data collected during the walk audits were compiled and analyzed to develop improvement recommendations maps for both the City and the School District as well as suggested routes to school maps for the school community. The improvements are identified in the Safe Routes to School Plan for Brittan Acres Elementary and Heather Schools. The radar feedback signs and high visibility crosswalks encourage speed reduction and driver awareness of speeds around school zones while providing safer routes for pedestrians and bicyclists. Improvements minimize safety risks and collisions.

Duration

FY 2028-30

Status

New project.

Programmed Funding

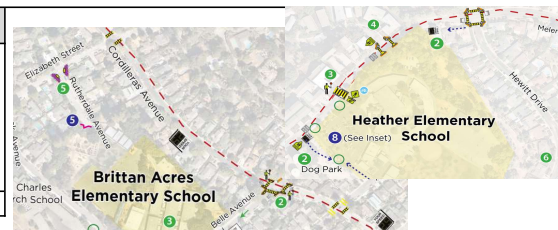
	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
New request	-	-	-	-	-	\$ 300,000	\$ 800,000	\$ 1,100,000
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 300,000</u>	<u>\$ 800,000</u>	<u>\$ 1,100,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 300,000</u>	<u>\$ 800,000</u>	<u>\$ 1,100,000</u>

Future Impact on Operating Budget

Annual costs are negligible and future maintenance would be added to the operating maintenance programs once the project is completed.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
X	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	X Non-Capitalized Project



**C2511: Safe Routes to School Improvements Near Arundel - NEW**

Fund Number:	25	Location:	Citywide
Department:	Public Works	Strategic Plan:	Yes
Project Manager:	Jana Cadiz	Priorities:	Safety
Category:	Safe Routes to School	Priority Rating:	1

Description

The scope of this project involves closing sidewalk gaps along Phelps Road from San Carlos Avenue to Palm Avenue towards Arundel Elementary School. The improvements on Phelps Road are identified in the Safe Routes to School Plan due to the close proximity. The project encourages use of pedestrian pathways. This budget request includes design and construction.

Justification

As part of the process for developing the Bicycle and Pedestrian Master Plan, school walk audits were scheduled. Though the City Council Council approved the Master Plan in June 2020, before walk audits were conducted November 2021 to January 2022 due to the COVID-19 pandemic, the Safe Routes to School improvements were intended to supplement the Master Plan. The completed school walk audits provided an opportunity for stakeholders, including parents, the San Carlos School District, and City staff, to observe behavior and circulation in and around the school site, assess infrastructure, and discuss barriers and opportunities for improving student safety during the commute period. The data collected during the walk audits were compiled and analyzed to develop improvement recommendations maps for both the City and the School District as well as suggested routes to school maps for the school community. As development proceeds within San Carlos, improvement to the transportation network is needed to serve the increase in traffic volume, and encourage mode shift by transitioning drivers to pedestrians. The improvements are identified in the Safe Routes to School Plan for Arundel School due to the close proximity. The project provides safer walking routes for pedestrians. Improvements minimize safety risks and tripping hazards.

Duration

FY2028-30.

Status

New project.

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
New request	-	-	-	-	\$ -	\$ 250,000	\$ 1,200,000	\$ 1,450,000
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 250,000</u>	<u>\$ 1,200,000</u>	<u>\$ 1,450,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 250,000</u>	<u>\$ 1,200,000</u>	<u>\$ 1,450,000</u>

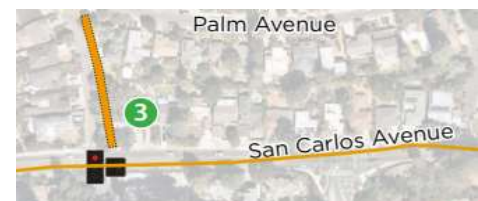
Future Impact on Operating Budget

Annual costs are negligible and future maintenance would be added to the operating maintenance programs once the project is completed.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
X	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services

Capitalized Project	X	Non-Capitalized Project	
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**C2512: Complete Streets and Corridor Studies - NEW**

Fund Number:	25	Location:	Citywide
Department:	Public Works	Strategic Plan:	Yes
Project Manager:	Hanieh Houshmandi	Priorities:	Safety
Category:	Safe Routes to School	Priority Rating:	1

Description

A Complete Streets corridor study is a planning process that analyzes a specific stretch of road (a corridor) to identify opportunities for improvements that would make it safer and more accessible for all users, including pedestrians, cyclists, transit riders, and motorists. This project will fund various complete streets studies along major corridors throughout the City. The project will include conceptual design, community outreach, plans, intersection control evaluation and safety analyses, traffic counts, and sight distance evaluation. The corridors and major streets to be evaluated in order of prioritization are: Crestview Drive, Brittan Avenue (including Big Canyon Midblock Crossing), Arroyo Avenue, Cedar Street, and Alameda de las Pulgas.

Justification

Complete streets corridor studies supplement the 2018 Council approved Neighborhood Traffic Management Program and the 2020 Council approved Bicycle and Pedestrian Master Plan. This project will address community concerns along major streets holistically and comprehensively in lieu of costly reactive approaches with localized studies and treatments. Studies are needed to analyze specific stretches of road and identify potential improvements that would make them safer and more accessible for all users, including pedestrians, cyclists, transit riders, and motorists, by assessing current conditions, traffic patterns, and community needs to create a comprehensive plan for implementing features like dedicated bike lanes, wider sidewalks, improved crosswalks, and better transit access, ultimately aiming to reduce vehicle speeds and promote active transportation and improve overall mobility within a community. This project is in line with the City's General Plan, policies and lessons learned from other jurisdictions, practices published by the transportation industry, and community input regarding traffic concerns and ideas for improvement.

Duration

FY2028-30.

Status

New project.

Programmed Funding

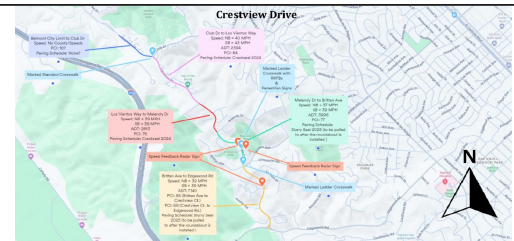
	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
New request	-	-	-	-	\$ 350,000	\$ -	\$ 400,000	\$ 750,000
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 350,000</u>	<u>\$ -</u>	<u>\$ 400,000</u>	<u>\$ 750,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	\$ -	\$ -	\$ -	\$ -	\$ 350,000	\$ -	\$ 400,000	\$ 750,000

Future Impact on Operating Budget

Negligible impact. A separate and focused project will be developed as each study is completed.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
X	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	Non-Capitalized Project
	X



**C9459: Holly St/US 101 Interchange and Pedestrian Overcrossing- AMENDED**

Fund Number:	25	Location:	Holly Street and Highway 101 Interchange
Department:	Public Works	Strategic Plan:	Yes
Project Manager:	Grace Le	Priorities:	Safety, Grant funding
Category:	Traffic & Transit	Priority Rating:	1

Description

The original scope of the project will convert the existing interchange to a partial cloverleaf design, realign the on- and off-ramps, and add new signalized intersections to eliminate the weaving conflicts. It also includes widening the Holly Street and Industrial Road intersection and adding a through lane. This longer-term project will also construct a new overcrossing exclusively for pedestrians and cyclists to promote alternative modes of transportation and enhance safety. In addition to the longer-term project, the city is exploring near-term improvements to address bike and pedestrian safety on the interchange.

Justification

The Palo Alto Medical Foundation Environmental Impact Report identified the need to mitigate traffic impacts at the interchange. The project will address this need and also improve safety for pedestrians and cyclists on Holly Street crossing US Highway 101. In addition, the community has expressed the desire to explore near-term options that can be implemented prior to the longer-term scope of interchange modification and pedestrian/bicycle overcrossing construction.

Duration

Near-term scope in 2027. A timeline for longer-term scope is yet to be determined.

Status

Collaborating with San Mateo County Transportation Authority for grant submission to the Highway Program.

Programmed Funding

Appropriations	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Approved Expenses	\$ 8,543,830	\$ 8,310,663	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,543,830
New request	-	-	5,000,000	5,000,000	-	-	-	10,000,000
Total	\$ 8,543,830	\$ 8,310,663	\$ 5,000,000	\$ 5,000,000	\$ -	\$ -	\$ -	\$ 18,543,830

Fund Financing Sources								
Traffic Mitigation Fee	\$ 1,116,746	\$ 1,116,746	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,116,746
Measure A - Highway	2,818,710	2,818,710	-	-	-	-	-	2,818,710
Bike Path Program Funding	100,000	100,000	-	-	-	-	-	100,000
Bicycle Pedestrian Imp (BPIP)	-	-	-	-	-	-	-	-
TDA Article 3	400,000	400,000	-	-	-	-	-	400,000
Active Transportation Program (ATP)	-	-	-	-	-	-	-	-
Transfer from Measure A Fund	350,000	350,000	-	-	-	-	-	350,000
Facility Infrastructure Imp Reserv	-	-	-	-	-	-	-	-
PAMF Contribution/Donations	523,000	523,000	-	-	-	-	-	523,000
Bay Area Air Quality Grant (Bike/Ped)	-	-	-	-	-	-	-	-
Successor Agency Bond Proceeds	1,368,742	1,368,742	-	-	-	-	-	1,368,742
Total	\$ 6,677,198	\$ 6,677,198	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,677,198

Total Capital Project	\$ 1,866,632	\$ 1,633,465	\$ 5,000,000	\$ 5,000,000	\$ -	\$ -	\$ -	\$ 11,866,632
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Future Impact on Operating Budget

Still to be determined.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
X	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services

Capitalized Project	X	Non-Capitalized Project
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**C9461: Brittan Avenue Widening at Industrial Road - AMENDED**

Fund Number:	25	Location:	Brittan Avenue at Industrial Road
Department:	Public Works	Strategic Plan:	Yes
Project Manager:	Grace Le	Priorities:	Master Plan, Safety
Category:	Traffic & Transit	Priority Rating:	5

Description

The project would improve the intersection of Industrial Road and Brittan Avenue by widening sections of both roadways near the intersection, adding a turning median on Brittan Avenue to the west of the intersection, adding a left turn lane on eastbound Brittan Avenue, and adding a second left turn lane on southbound and northbound Industrial Road. The Palo Alto Medical Foundation (PAMF) Environmental Impact Report (EIR) identified the need to widen Brittan Avenue at Industrial Road to address cumulative traffic congestion. This project was included in the Traffic Impact Fee Program. The project is mandated as a General Plan Environmental Impact Report mitigation measure. A portion of this project is funded by traffic mitigation fees.

Justification

The PAMF EIR identified the project as a measure needed to improve traffic at the Industrial Road/Brittan Avenue intersection.

Duration

The remaining project work has been moved to the unfunded list pending right-of-way issues.

Status

Project pending right-of-way acquisition opportunity.

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 846,000	\$ 349,083	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 846,000
New request	-	-	(496,917)	-	-	-	-	(496,917)
Total	<u>\$ 846,000</u>	<u>\$ 349,083</u>	<u>\$ (496,917)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 349,083</u>
Fund Financing Sources								
Traffic Mitigation Fee								
Reserve	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300,000
Total	<u>\$ 300,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 300,000</u>
Total Capital Project	<u>\$ 546,000</u>	<u>\$ 349,083</u>	<u>\$ (496,917)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 49,083</u>

Future Impact on Operating Budget

To be determined upon project recommencement.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
X	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	X Non-Capitalized Project



**C9838: Four Corners Traffic Improvements - AMENDED**

Fund Number:	25	Location:	San Carlos Avenue and Alameda de las Pulgas
Department:	Public Works	Strategic Plan:	Yes
Project Manager:	Grace Le	Priorities:	Safety
Category:	Traffic & Transit	Priority Rating:	1

Description

The geographically named Four Corners Working Group was convened as a multi-jurisdictional committee to recommend solutions to various traffic concerns involving pedestrian, bicycle, and vehicular circulation issues through the Alameda de las Pulgas/San Carlos Avenue corridor in the vicinity of Carlmont High School and Tierra Linda Middle School. The working group includes staff and elected members of the cities of Belmont and San Carlos, the Sequoia Union High School District, and the San Carlos School District. The preferred alternative from the Corridor Plan was approved by the respective agencies. Belmont and San Carlos entered into a memorandum of understanding to design the preferred alternative. Belmont Public Works is leading the project.

Justification

During the school year, the corridor is heavily congested in the area due to traffic accessing Carlmont High School, Immaculate Heart of Mary School, Charles Armstrong School, and Tierra Linda Middle School. In the AM peak hour, southbound queues on Alameda de las Pulgas, extending from Carlmont Drive to 500 feet east of Dartmouth Avenue, while northbound queues extend from Dartmouth Avenue to Carlmont Drive.

Duration

July 2015 through June 2030. Construction anticipated at a later date as grant funding opportunities are being pursued.

Status

The design is in progress, and the \$250,000 that was additionally requested for further design funding will not be needed. Construction costs are to be determined and anticipated once completed. The \$1,750,000 that was initially requested for construction has been moved to unfunded until further progress.

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 250,000	\$ 186,748	\$ 250,000	\$ -	\$ 1,750,000	\$ -	\$ -	\$ 2,250,000
New request	-	-	(250,000)	-	(1,750,000)	-	-	(2,000,000)
Total	<u>\$ 250,000</u>	<u>\$ 186,748</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 250,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project	<u>\$ 250,000</u>	<u>\$ 186,748</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 250,000</u>

Future Impact on Operating Budget

There are no operating costs associated with the design.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
X	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	X
Non-Capitalized Project	



**C1719: Citywide Wayfinding Program**

Fund Number:	25	Location:	Citywide
Department:	Community Development	Strategic Plan:	Yes
Project Manager:	Sajuti Haque	Priorities:	Previously Funded
Category:	Traffic & Transit	Priority Rating:	2

Description

The Citywide Wayfinding Program was initiated to develop a consistent signage program for the City of San Carlos. Under Phase 1 of the program, the City engaged Hunt Design to develop a branded and coherent signage plan for the City that incorporated the following areas and elements:

- Gateway/monument elements
- Vehicular directional signage
- Pedestrian directional signage
- Parking directional signage
- Map kiosks
- District signage elements
- Historical areas signage
- Bicycle signage
- Banners and other environmental enhancement media

Design and construction drawings for these elements is now complete and the City has moved into Phase 2 or fabrication and installation. The City has hired a sign manufacturer to fabricate and install this signage throughout San Carlos. In January of 2023 the sign manufacturer experienced damage to their facilities as a result of winter storms, resulting in delays to sign fabrication. However, as of March 2023 production is expected to resume shortly.

Justification

This project will improve the flow of traffic throughout San Carlos while making the City a more inviting place to visit, live, and work. Additionally, the Council-adopted 2016-2019 Economic Development Plan under which this project began, included an initiative to develop a Citywide Wayfinding Program.

Duration

July 2016 to June 2026

Status

Ongoing

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 555,000	\$ 199,270	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 555,000
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 555,000</u>	<u>\$ 199,270</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 555,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ 555,000</u>	<u>\$ 199,270</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 555,000</u>

Future Impact on Operating Budget

Additional maintenance may be required if, as currently planned, signs are added in areas where none currently exist.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
X	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	Non-Capitalized Project
	X



**C1807: Rectangular Rapid Flashing Beacons (Industrial) - AMENDED**

Fund Number:	25	Location:	Various
Department:	Public Works	Strategic Plan:	Yes
Project Manager:	Jana Cadiz	Priorities:	Master Plan; Safety; Council Strategic Plan
Category:	Traffic & Transit	Priority Rating:	1

Description

This project will fund various traffic calming improvements throughout the city to address community safety concerns. The project will construct high visibility crosswalks and a rectangular rapid flashing beacon system at the intersection of Industrial Road and Tanklage Road and at Industrial Road, between Bing and Washington Streets. The project will also reconstruct or construct curb ramps for ADA accessibility, high-visibility thermoplastic traffic striping and pavement markings, and signage.

Justification

In 2018, the Council approved a Neighborhood Traffic Management Program (NTMP) to help meet the needs of San Carlos communities. The NTMP was based on past efforts by the City, guidance provided by the City's General Plan, policies and lessons learned from other jurisdictions, practices published by the transportation industry, and community input regarding traffic concerns and ideas for improvement. The traffic calming measures were categorized as Level 1 or Level 2. Level 1 measures focus on easily implementable and relatively low cost features such as enhancing the visibility of crosswalks, striping narrow lanes, providing speed limit signs, installing high visibility crosswalks, providing additional informational signs and installing new regulatory signs, which is mainly funded by our striping and marking project. Level 2 measures focus on a combination of Level 1 measures, plus vertical or horizontal deflections such as speed humps, speed bumps, speed cushions, speed tables, pedestrian refuges or islands, median diverters, chicanes, or barriers. Since Level 2 measures impact many people in a neighborhood and the measures tend to be more costly, it is necessary to dedicate a separate funding source to fund the Level 2 traffic calming improvements.

Duration

July 2023 - December 2026

Status

Ongoing. FY 2024-25 focused on design and construction on Industrial Road between Bing and Commercial Streets. Industrial Road and Tanklage Road will commence design and construction in FY 2025-26.

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 2,755,000	\$ 2,302,334	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,755,000
New request	51,000	-	650,000	-	-	-	-	701,000
Total	<u>\$ 2,806,000</u>	<u>\$ 2,302,334</u>	<u>\$ 650,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,456,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project	<u>\$ 2,806,000</u>	<u>\$ 2,302,334</u>	<u>\$ 650,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,456,000</u>

Future Impact on Operating Budget

After implementation, the annual maintenance costs will increase slightly as these projects will be added to our annual maintenance programs.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
X	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	X Non-Capitalized Project



**C2007: Traffic Signal System Analysis**

Fund Number:	25	Location:	Various
Department:	Public Works	Strategic Plan:	Yes
Project Manager:	Hanieh Houshmandi	Priorities:	Safety, Plan-based
Category:	Traffic & Transit	Priority Rating:	1

Description

The project analyzed and inspected all existing traffic signal systems, determined which infrastructures require upgrades, and identified new technology for implementation to improve circulation throughout San Carlos. The traffic signal Master Plan was adopted in April of 2024. The transportation network improvements included in the Plan are both short-term enhancements and long-term planning decisions, and take place in three phases. Some of these improvements have already been implemented as part of this project such as signal timing upgrades. Some of the longer term improvements include establishing battery back-up for traffic signals, video detection systems, wireless communication and connectivity, bicycle detection, and inclusion to the Smart Corridor. This project will also utilize funds for support on the implementation on the traffic signal masterplan.

Justification

Traffic and Transportation has been identified as part of the Council's Strategic Plan. The project will identify and implement the use of new technology and infrastructure to enhance safety and mobility.

Duration

September 2021 through July 2026

Status

Study complete. Project implementations are ongoing.

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 350,000	\$ 188,907	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350,000
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 350,000</u>	<u>\$ 188,907</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 350,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ 350,000</u>	<u>\$ 188,907</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 350,000</u>

Future Impact on Operating Budget

Capital improvement projects will be developed based upon the traffic signal masterplan.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
X	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	Non-Capitalized Project
	X



**C2210: Zoning Code: Transportation Demand Management Ordinance Amendment**

Fund Number:	25	Location:	Citywide
Department:	Community Development	Strategic Plan:	Yes
			East Side Innovation District
Project Manager:	Lisa Porras	Priorities:	Implementation
Category:	Traffic & Transit	Priority Rating:	3

Description

The East Side Innovation District Vision Plan ("Plan") was approved by the City Council in October 2022. The Plan contains 10 "Big Moves" for transformation in the district. The goal of Big Move #9 is to reduce congestion through coordinated transportation strategies, which calls for expanding SCMC 18.25 TDM ordinance to better calibrate City standards to the East Side District's needs and also to meet future regional requirements (C/CAG recently adopted new TDM requirements). Amendment: Addressing TDM would be on a citywide basis and be calibrated to develop context specific strategies for the Industrial Arts Area, South Laurel, Northeast Area, Downtown, in addition to the East Side Innovation District.

Justification

Amendment: Factors driving this amendment include 6 new laws passed that require local jurisdictions to address specific parking and TDM strategies. In addition, the City's impending Transportation Impact Analysis (TIA) Guidelines rely heavily on having an updated citywide TDM policy and strategy. This will require additional scope and cost beyond the original \$80,000 placeholder that was held for a smaller scope.

Duration

This project will be completed in Q1 of 2026.

Status

This project kicked off in August 2024, is underway, with study sessions completed in 2025, additional study sessions planned in August 2025, and adoption in Q1 of 2026.

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 522,300	\$ 67,686	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 522,300
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 522,300</u>	<u>\$ 67,686</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 522,300</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ 522,300</u>	<u>\$ 67,686</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 522,300</u>

Future Impact on Operating Budget

Implementing the new TDM Ordinance could create the need for an additional full time staff person to monitor and oversee the program, and include funds to implement some strategies, such as a future TMA.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
X	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	Non-Capitalized Project
	X

9. Reduce Congestion Through Coordinated Transportation Strategies**GOAL**

Incorporate holistic transportation strategies at a range of scales to help address long-term District and City-wide transportation objectives.

**C2340: Kadence Traffic Signal**

Fund Number:	25	Location:	Citywide
Department:	Public Works	Strategic Plan:	Yes
Project Manager:	Hanieh Houshmandi	Priorities:	Council's Strategic Plan
Category:	Traffic & Transit	Priority Rating:	1

Description

Kimley-Horn's Kadence software solution is an adaptive traffic control tool for traffic signals. This technology will maximize traffic throughput on a coordinated route, provide access equity for all signal phases at an intersection and reduce traffic congestion. Kadence is a toolbox to assist in keeping roadways clear of congestion and reducing collisions. The Kadence software manages fluctuation in demand and changes in traffic patterns by using a combination of different tunings and phase sequence selection. The project scope includes furnishing, installing, and configuring the Kadence adaptive system for 14 traffic signals along El Camino Real (State Route 82) and on adjacent City roads where City and Caltrans coordination is required. The project includes three years of maintenance, support, and warranty.

Justification

In recent years, the State of California Department of Transportation (Caltrans) has coordinated with Kimley-Horn, purchased several Kadence licenses, and has implemented the technology in collaboration with local agencies along El Camino Real in neighboring jurisdictions, such as the Cities of Menlo Park and Belmont. This project results in smoother flow of traffic with more equitable distribution of green time, especially to side streets during off-peak hours. Benefits include balanced performance for safety and efficiency; leveraging existing Caltrans & C/CAG investments; and support for existing controller hardware & firmware.

Duration

March 2024 - June 2028

Status

In progress.

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 200,000	\$ 77,142	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 200,000</u>	<u>\$ 77,142</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 200,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ 200,000</u>	<u>\$ 77,142</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 200,000</u>

Future Impact on Operating Budget

Software maintenance and support after the initial three years period.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
X	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	Non-Capitalized Project
	X



**C2402: Pilot Roundabout at Crestview Drive and Edmonds Road - AMENDED**

Fund Number:	25	Location:	Crestview Drive and Edmonds Road
Department:	Public Works	Strategic Plan:	Yes
Project Manager:	Jana Cadiz	Priorities:	Master Plan; Safety; Council's Strategic Plan
Category:	Traffic & Transit	Priority Rating:	1

Description

This project will fund a traffic calming pilot improvement at the intersection of Crestview Drive and Edmonds Road to address community safety concerns. The project includes traffic modeling and constructing a temporary roundabout. The project will also include reconstructing or constructing curb ramps for ADA accessibility, high-visibility thermoplastic traffic striping and pavement markings, and signage. Pilot improvements will be studied after construction for potential permanent improvements.

Justification

In 2018, the Council approved a Neighborhood Traffic Management Program (NTMP) to help meet the needs of San Carlos community members. The NTMP was based on past efforts by the city, guidance provided by the City's General Plan, policies and lessons learned from other jurisdictions, practices published by the transportation industry, and community input regarding traffic concerns and ideas for improvement. The traffic calming measures were categorized as Level 1 or Level 2. Level 1 measures focus on easily implementable and relatively low cost features such as enhancing the visibility of crosswalks, striping narrow lanes, providing speed limit signs, installing high visibility crosswalks, providing additional informational signs and installing new regulatory signs, which is mainly funded by our striping and marking project. Level 2 measures focus on a combination of Level 1 measures, plus vertical or horizontal deflections such as speed humps, speed bumps, speed cushions, speed tables, pedestrian refuges or islands, median diverters, chicanes, or barriers. Since Level 2 measures impact many people in a neighborhood and the measures tend to be more costly, it is necessary to dedicate a separate funding source to fund the Level 2 traffic calming improvements.

Duration

July 2023 - December 2026

Status

On-going

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 316,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 316,000
New request	-	-	250,000	-	-	-	-	250,000
Total	<u>\$ 316,000</u>	<u>\$ -</u>	<u>\$ 250,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 566,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ 316,000</u>	<u>\$ -</u>	<u>\$ 250,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 566,000</u>

Future Impact on Operating Budget

After implementation, the annual maintenance costs will increase from what was originally budgeted. The cost cannot be estimated at this time as it depends on the type of improvements that will be implemented.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
X	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	X Non-Capitalized Project



**C2404: Industrial Road Turning Mitigation (Between Holly St and PAMF)**

Fund Number:	25	Location:	North of Industrial Rd & Holly St
Department:	Public Works	Strategic Plan:	Yes
Project Manager:	Hanieh Houshmandi	Priorities:	Safety
Category:	Traffic & Transit	Priority Rating:	3

Description

This project will improve efficiency along Industrial Road between Holly Street and the Palo Alto Medical Foundation (PAMF) by reconfiguring turning movements.

Justification

Increased developments in the neighborhood necessitated the need to improve the turning movements. This project will repave the roadway and construct improvements to address the turning movements.

Duration

July 2024 - June 2026

Status

Ongoing

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Approved Expenses	\$ 100,000	\$ -	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 100,000</u>	<u>\$ -</u>	<u>\$ 400,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 500,000</u>
Fund Financing Sources								
Traffic Mitigation Fee								
Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ 100,000</u>	<u>\$ -</u>	<u>\$ 400,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 500,000</u>

Future Impact on Operating Budget

The turning improvements may require occassional maintenance at an anticipated cost of approximately \$500 per flexible delineator post.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
X	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	X Non-Capitalized Project



**C2405: Traffic Signal Master Plan Implementation - AMENDED**

Fund Number:	25	Location:	24 Signalized Intersections
Department:	Public Works	Strategic Plan:	Yes
Project Manager:	Hanieh Houshmandi	Priorities:	Necessary Upgrade
Category:	Traffic & Transit	Priority Rating:	1

Description

The city will implement projects proposed in the Traffic Signal Master Plan in multiple phases. The Master Plan Phase 1 projects consist of: upgrade of traffic signal controller hardware and firmware; upgrade of traffic signal communications; update of traffic signal timing coordination; and integration of City traffic signals into the C/CAG San Mateo County Smart Corridor System at various signalized intersections throughout the city through 2026.

Phase 2 projects consist of: installing battery back-up systems, video detection, and bike detection signal indicators; connecting remaining intersections to the C/CAG San Mateo County Smart Corridor; replacing copper interconnects with fiber at six intersections; developing a funding strategy and staffing plan; and formalizing maintenance responsibilities and the budget.

Phase 3 projects consist of: installing fiber at various locations; integrating remaining intersections into KITS as they come online; and establishing a traffic operations center.

Per guidance from the City Council and Mayor, projects are moved from one phase to the other to expedite project delivery. This project will implement Phase 1 KITS and some of Phase 2 expedited video detection pilot project in FY 24-25, with the remaining Phase 2: battery back up project; copper interconnect, and cellular wireless communications in FY 2025-26, and Phase 3 projects in future fiscal years.

Justification

The City has 24 signalized intersections with older infrastructure that need to be upgraded in order to utilize available technology to improve operations and reduce traffic congestion. Several city signals are also not part of the C/CAG San Mateo County Smart Corridor System and need to be integrated into this system for optimized operations and better emergency access.

Duration

July 2024 - December 2033

Status

Ongoing

Programmed Funding

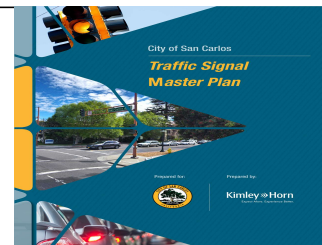
	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Approved Expenses	\$ 400,000	\$ 1,313	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400,000
New request	-	-	450,000	500,000	500,000	600,000	600,000	2,650,000
Total	<u>\$ 400,000</u>	<u>\$ 1,313</u>	<u>\$ 450,000</u>	<u>\$ 500,000</u>	<u>\$ 500,000</u>	<u>\$ 600,000</u>	<u>\$ 600,000</u>	<u>\$ 3,050,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ 400,000</u>	<u>\$ 1,313</u>	<u>\$ 450,000</u>	<u>\$ 500,000</u>	<u>\$ 500,000</u>	<u>\$ 600,000</u>	<u>\$ 600,000</u>	<u>\$ 3,050,000</u>

Future Impact on Operating Budget

Traffic signal equipment may require occasional maintenance at an anticipated cost of approximately \$6,000 per piece of equipment per intersection.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
X	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	X Non-Capitalized Project



**C2504: Traffic Studies and Pilot Improvements - NEW**

Fund Number:	25	Location:	Citywide
Department:	Public Works	Strategic Plan:	Yes
Project Manager:	Jana Cadiz	Priorities:	Safety
Category:	Traffic & Transit	Priority Rating:	1

Description

This project will fund various traffic improvements throughout the city to address community safety concerns. The project covers staff support for addressing community concerns more efficiently, intersection all way stop control and safety analyses, speed surveys, neighborhood cut-through studies, traffic signal operations concerns, and traffic studies and policies. The project includes initial, quick build, or pilot improvements that arise from elevated community concerns before improvements are enhanced with a larger project.

Justification

In 2018, the Council approved a Neighborhood Traffic Management Program (NTMP) to help meet the needs of San Carlos community members. The NTMP was based on past efforts by the City, guidance provided by the City's General Plan, policies and lessons learned from other jurisdictions, practices published by the transportation industry, and community input regarding traffic concerns and ideas for improvement. The traffic calming measures were categorized as Level 1 or Level 2. Level 1 measures focus on easily implementable and relatively low cost features such as enhancing the visibility of crosswalks, striping narrow lanes, providing speed limit signs, installing high visibility crosswalks, providing additional informational signs and installing new regulatory signs, which is mainly funded by our striping and marking project. Level 2 measures focus on a combination of Level 1 measures, plus vertical or horizontal deflections such as speed humps, speed bumps, speed cushions, speed tables, pedestrian refuges or islands, median diverters, chicanes, or barriers. Since Level 2 measures impact many people in a neighborhood and the measures tend to be more costly, it is necessary to dedicate a separate funding source to fund the Level 2 traffic calming improvements. The funding is requested for Level 2 measures as this project funds larger initial steps that we need to take to address service requests that the professional services account cannot cover.

Duration

FY 2026-30

Status

New project request.

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
New request	-	-	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	2,500,000
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 500,000</u>	<u>\$ 500,000</u>	<u>\$ 500,000</u>	<u>\$ 500,000</u>	<u>\$ 500,000</u>	<u>\$ 2,500,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 500,000</u>	<u>\$ 500,000</u>	<u>\$ 500,000</u>	<u>\$ 500,000</u>	<u>\$ 500,000</u>	<u>\$ 2,500,000</u>

Future Impact on Operating Budget

Capital improvement projects may be developed based on the study.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
X	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	Non-Capitalized Project
	X



**C2505: Traffic Technology and Funding Development - NEW**

Fund Number: 25
Department: Public Works
Project Manager: Jana Cadiz
Category: Traffic & Transit

Location: Citywide
Strategic Plan: Yes
Priorities: Safety
Priority Rating: 1

Description

This project will fund various traffic software platforms and support traffic maintenance and repair projects citywide. The softwares include Synchro suite, Nearmaps and AutoTURN. The project will support assessing, evaluating, and implementing improvements throughout the city to address community traffic and safety concerns. This project also supports traffic equipment repairs and upgrades on an as-needed basis.

Justification

In order to assess and address citizen concerns, traffic softwares and funding are necessary for evaluation and implementation of improvements. These needs are in alignment with the 2018 Council approved Neighborhood Traffic Management Program (NTMP) designed to help meet the needs of San Carlos community members. The NTMP was based on past efforts by the City, with guidance provided by the City's General Plan, policies and lessons learned from other jurisdictions, practices published by the transportation industry, and community input regarding traffic concerns and ideas for improvement. Traffic technologies and fund development allow staff to perform in-house analysis and expedite necessary traffic equipment upgrades.

Duration

FY 2026-30

Status

Ongoing

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ -	\$ -	-	-	-	-	-	-
New request	-	-	\$ 450,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,450,000
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 450,000</u>	<u>\$ 250,000</u>	<u>\$ 250,000</u>	<u>\$ 250,000</u>	<u>\$ 250,000</u>	<u>\$ 1,450,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 450,000</u>	<u>\$ 250,000</u>	<u>\$ 250,000</u>	<u>\$ 250,000</u>	<u>\$ 250,000</u>	<u>\$ 1,450,000</u>

Future Impact on Operating Budget

Cost is estimated for annual attention to addressing community concerns and performing necessary maintenance. Costs may increase from what was originally budgeted. \$20,000 per year will need to be added to operating costs for traffic software maintenance.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
X	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	Non-Capitalized Project
	X

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**C2506: Traffic Signal Fiber Project - NEW**

Fund Number:	25	Location:	Citywide
Department:	Public Works	Strategic Plan:	Yes
Project Manager:	Jana Cadiz	Priorities:	Master Plan
Category:	Traffic & Transit	Priority Rating:	1

Description

As part of the Traffic Signal Master Plan implementation, this project establishes communications to signal facilities, improving the City's ability to operate its transportation network. Phase 1 (Projects 7-1 & 7-3 of the Master Plan) of the fiber project will affect intersections in the Northeast Area and Downtown, particularly the intersections at: Industrial Road/Commercial Street; Industrial Road/East San Carlos Avenue; Old County Road/Howard Avenue; Laurel Street/Holly Street; San Carlos Avenue/Laurel Street; San Carlos Avenue/Walnut Street; San Carlos Avenue/Elm Street; San Carlos Avenue/Cedar Street; San Carlos Avenue/Chestnut Street. Phase 2 (Projects 9-4 & 9-5 of the Master Plan) addresses the intersections of Brittan Avenue/Laurel Street as well as Old County Road/East San Carlos Avenue. Phase 3 (Project 9-3 of the Masterplan) focuses on San Carlos Avenue, between Devonshire Boulevard and Alameda de las Pulgas. Fiber replaces any temporary wireless connections.

Justification

The City has 24 signalized intersections with older infrastructure that need to be upgraded in order to utilize available technology, improve operations, and reduce traffic congestion. In April 2024, the City Council approved the Traffic Signal Master Plan. This project executes traffic signal fiber projects in multiple phases as part of the Traffic Signal Master Plan. Fiber connections are used in traffic signals to enable high-speed data transmission, allowing for real-time communication between traffic signal controllers, which is crucial for advanced traffic management systems, leading to improved traffic flow and reduced congestion.

Duration

July 2025 - June 2030

Status

New project

Programmed Funding

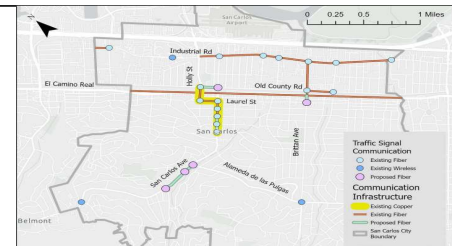
	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ -	\$ -						\$ -
New request	-	-	\$ -	\$ 250,000	\$ 1,250,000	\$ 65,000	\$ 320,000	1,885,000
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 250,000</u>	<u>\$ 1,250,000</u>	<u>\$ 65,000</u>	<u>\$ 320,000</u>	<u>\$ 1,885,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	\$ -	\$ -	\$ -	\$ 250,000	\$ 1,250,000	\$ 65,000	\$ 320,000	\$ 1,885,000

Future Impact on Operating Budget

Future impact on the operating budget is approximately \$10,000 annually as regular maintenance.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
X	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	X Non-Capitalized Project



**C2507: Traffic Impact Fee (TIF) Study and Update - NEW**

Fund Number:	25	Location:	Citywide
Department:	Public Works	Strategic Plan:	Yes
Project Manager:	Hanieh Houshmandi	Priorities:	Master Plan
Category:	Traffic & Transit	Priority Rating:	1

Description

A Traffic Impact Fee (TIF) is a charge levied on new development projects to fund transportation improvements necessary to accommodate the increased traffic generated by that development, requiring new developments to pay their fair share of the cost to mitigate the impact on existing infrastructure such as roads and intersections. The TIF needs to be periodically re-evaluated against the City's growth and needs. This update is necessary because the costs of road construction and maintenance fluctuate over time, as does the expected traffic volume from new development. This project will conduct a new nexus study and establish an update to the fee structure of the TIF. The study will include estimates of construction costs for the improvement projects to be funded by the TIF.

Justification

The update of the TIF study aligns with the City Council's strategic goal to provide efficient, safe, and effective movement throughout the city. TIFs are usually calculated based on the projected number of vehicle trips generated by the new development, considering factors such as land use, building type, and traffic studies. The City's current TIF and the associated nexus study were done in 2020 under the 2009 General Plan. Since the City is now set to approve a General Plan Reset in spring of 2025, a new nexus study and updated TIF structure are needed.

Duration

July 2025 - June 2026

Status

New project

Programmed Funding

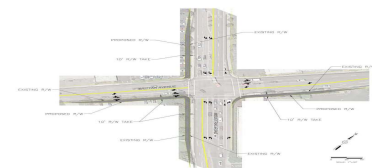
	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
New request	-	-	150,000	-	-	-	-	150,000
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 150,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 150,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 150,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 150,000</u>

Future Impact on Operating Budget

Capital improvement projects will be developed based upon the study update.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
X	Downtown
	Housing
X	Mobility, Traffic & Transportation Infrastructure
X	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	Non-Capitalized Project
	X

**City of San Carlos
Traffic Impact Fee Nexus Study**



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**C1815: City Tree Consultant**

Fund Number:	25	Location:	Citywide
Department:	Parks & Recreation	Strategic Plan:	Yes
Project Manager:	Amy Newby	Priorities:	General Plan
Category:	Parks	Priority Rating:	3

Description

This budget request is to: hire a consultant to help with identification of all City trees (in developed parks, downtown, and street medians); complete GIS mapping of tree locations with ID numbers; prepare a certified arborist assessment report for pruning and/or removal; and recommend a maintenance schedule.

Justification

Neither Public Works nor Parks & Recreation have a master inventory list of City-owned and maintained trees. The Parks Maintenance budget lacks funding for annual tree maintenance. Tree care is handled on a reactive basis, and trees are pruned or removed as needed. This project will assist in establishing a tree maintenance program to properly track, prune, and maintain our trees.

Duration

July 2021 through June 2026.

Status

In progress.

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 100,000	\$ 50,722	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 100,000</u>	<u>\$ 50,722</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 100,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ 100,000</u>	<u>\$ 50,722</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 100,000</u>

Future Impact on Operating Budget

After completion of the tree study, there will be ongoing costs to the operating budget to implement the recommended tree trimming program. At this time, the costs are unknown.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	Non-Capitalized Project
	X



**C2102: Upgrade of Existing Tennis & Basketball Court Lighting**

Fund Number:	25	Location:	Burton Park & Highlands Park (3 courts)
Department:	Parks & Recreation	Strategic Plan:	No
Project Manager:	Amy Newby	Priorities:	Cost of Deferred Maintenance, Master Plan, Energy Savings
Category:	Parks, Environmental Sustainability	Priority Rating:	1

Description

This project would update existing lighting at the tennis and basketball courts at Burton Park and tennis courts at Highlands Park with new LED lights adequate for night play. Requested funding will cover the cost for design consultants and replacement lighting fixtures. If approved, the project could be combined with the Field Lighting Project to save on design and construction costs.

Justification

The existing system at the Highlands Park tennis courts uses parking lot lights for night play and is too dim for the intended use. The City recently replaced all facility and sports field lighting at Burton and Highlands parks with LED lighting. To continue this effort, staff is recommending the outdoor court lighting also be replaced at Burton and Highlands parks as recommended in the Zero Energy Feasibility Report and the Parks Master Plan.

Duration

July 2021 through June 2026

Status

Ongoing

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 350,000	\$ 49,850	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350,000
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 350,000</u>	<u>\$ 49,850</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 350,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ 350,000</u>	<u>\$ 49,850</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 350,000</u>

Future Impact on Operating Budget

After completion, the annual utility cost for the upgraded LED court lighting will decrease by approximately 70%.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	X
Non-Capitalized Project	X



**C2306: Madsen Scorebooth - AMENDED**

Fund Number:	25	Location:	Burton Park
Department:	Parks and Recreation	Strategic Plan:	No
Project Manager:	Amy Newby	Priorities:	No
Category:	Parks	Priority Rating:	1

Description

This project will include refurbishment of the existing scorebooth at Madsen Field in Burton Park (corner of Brittan Avenue and Cedar Street). Currently, this scorebooth serves as a storage space for Parks and Recreation leagues' and field's supplies, and is the primary location for the part-time employee scorekeeper/field monitor for adult leagues. More recently, the electrical panel for the field lights was installed at this site during Phase I of the field lighting project. The current structure is approximately 200 square feet. The total costs this project are being modified as the structure will be part of the Parks Master Plan currently underway. Remaining funding of \$100,000 has been retained to pay for any repairs needed.

Justification

The existing scorebooth roof leaks, which has resulted in a mold issue that was remedied. However, without significant repairs or a new structure, excess moisture and mold will continue to be an issue until resolved. Additionally, there is not adequate ventilation for the electrical panel in the scorebooth, nor is there enough storage space for the sports leagues' and field's supplies. The adjusted cost in the proposed budget are related to maintenance and not the replacement of the structure.

Duration

FY 2026-27

Status

In progress

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Approved Expenses	\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 450,000
New request	-	-	(350,000)	-	-	-	-	(350,000)
Total	<u>\$ 450,000</u>	<u>\$ -</u>	<u>\$ (350,000)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 100,000</u>
Fund Financing Sources								
P&R Foundation	\$ 25,000	\$ -	\$ (25,000)	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ 25,000</u>	<u>\$ -</u>	<u>\$ (25,000)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ 425,000</u>	<u>\$ -</u>	<u>\$ (325,000)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 100,000</u>

Future Impact on Operating Budget

There are no future additional impacts on the operating budget for this request. Ongoing maintenance will be covered under the current budget.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services

Capitalized Project	X	Non-Capitalized Project	
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**C2307: Replacement of Existing Fencing in Burton and Highlands Parks**

Fund Number:	25	Location:	Burton and Highlands Parks
Department:	Parks and Recreation	Strategic Plan:	Yes
Project Manager:	Lou Duran	Priorities:	Safety, Necessary Upgrade
Category:	Parks	Priority Rating:	3

Description

This project will include replacement of Burton and Highlands park and ball field fencing. Staff will assess the integrity of the existing poles and reuse all that are deemed safe.

Justification

This project is consistent with City Council's priorities of safety and necessary upgrades. The safety fencing around the parks and ball fields is intended to protect cars, homes, and the public. The current fencing around City parks is more than 20 years old, and the protective coating is failing in some locations. There are many areas where the fencing has been stretched and can no longer be repaired. New fencing will be added to locations providing a City standard for appearance and replacement parts moving forward, and will match existing upgrades at ball fields (lights, poles, walkways, synthetic field, etc.). New fencing will also include new maintenance gates making it safer and easier for staff to access.

Duration

FY2025-26

Status

Estimated to start in FY2026.

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Approved Expenses	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300,000
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 300,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 300,000</u>
Fund Financing Sources								
	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ 300,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 300,000</u>

Future Impact on Operating Budget

There are no future additional impacts on the operating budget for this request.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
X	Recreation Services
Capitalized Project	X Non-Capitalized Project



**C2309: City of San Carlos Centennial Celebration**

Fund Number:	25	Location:	Citywide
Department:	Parks and Recreation	Strategic Plan:	No
Project Manager:	Amy Newby	Priorities:	No
Category:	Citywide	Priority Rating:	1

Description

Staff seeks funding to prepare for the celebration and commemoration of the City's centennial in 2025. Funds will be applied towards developing community festivities and pride for the City's 100th anniversary. Ideas include expansion of community events to incorporate the centennial celebration, downtown banners, City swag, apparel, etc., and other programs.

Justification

The City of San Carlos was incorporated in 1925 and will be turning 100 in 2025. The community and Council have expressed interest in celebrating this milestone for the City.

Duration

July 1, 2023 to June 30, 2025

Status

Ongoing

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Approved Expenses	\$ 1,000,000	\$ 131,535	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 1,000,000</u>	<u>\$ 131,535</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,000,000</u>
Fund Financing Sources								
	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ 1,000,000</u>	<u>\$ 131,535</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,000,000</u>

Future Impact on Operating Budget

There are no future additional impacts on the operating budget for this request.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	Non-Capitalized Project
	X



**C2334: Tree Replacement in Burton Park**

Fund Number:	25	Location:	Burton Park
Department:	Parks and Recreation	Strategic Plan:	No
Project Manager:	Lou Duran	Priorities:	Yes
Category:	Parks	Priority Rating:	1

Description

This is for a tree replacement project to replace trees in Burton Park. The City experienced a significant number of fallen trees in the last several months due to winter storms. This project is to purchase mature trees, as well as plant and provide irrigation as necessary, in order for the trees to be well established for successful growth and health.

Justification

Due to extensive regional and state drought conditions subsequently followed by record-setting rainfall that occurred during the 2022-2023 winter season, the City of San Carlos has lost many mature trees in developed parks. With this project, staff proposes to replace most of the fallen trees, and will install temporary irrigation, as needed, in order to fully establish the trees for successful growth.

Duration

July 2023 to December 2025

Status

Ongoing

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Approved Expenses	\$ 150,000	\$ 22,976	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 150,000</u>	<u>\$ 22,976</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 150,000</u>
Fund Financing Sources								
	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ 150,000</u>	<u>\$ 22,976</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 150,000</u>

Future Impact on Operating Budget

There are minor costs associated with planting new trees including irrigation.

Current Strategic Plan Objective

X	Climate Change Resiliency
	Downtown
	Housing
	Mobility, Traffic and Transportation Infrastructure
	Northeast Specific Plan
	Recreation Opportunities
Capitalized Project	X Non-Capitalized Project



**C1903: GESC Tree/Neighborhood Improvement**

Fund Number:	25	Location:	East San Carlos
Department:	Community Development	Strategic Plan:	Yes
Project Manager:	Al Savay	Priorities:	Development Agreement, Climate
Category:	Planning	Priority Rating:	1

Description

Prometheus, the Developer of the Transit Village Project along El Camino Real, has agreed to fund the establishment of a Street Tree/Neighborhood Improvement Fund for the area east of Old County Road to Industrial Road and extending north from Hall Street to Northwood Drive. The Developer shall provide a total of \$83,340 to the fund with an initial deposit of \$25,000. These funds will be managed by the City. Representatives of the neighborhood, who will be responsible for the maintenance of street trees and trees planted on private property in accordance with the City's requirements in the San Carlos Municipal Code, shall determine where the trees will be planted and/or how funds should be used for other neighborhood improvement purposes. Requests for payment reimbursement by individuals planting trees in the public right of way or on private property must include receipts and a summary explanation of the tree planting to the City's Planning Division prior to reimbursement from the fund. There are delays in planting trees on the berm due to coordination with the Caltrain Electrification Project and the drought.

Justification

The Street Tree/Neighborhood Improvement Fund for the East San Carlos neighborhood was established as a condition of approval for the Transit Village development project. The Developer, Prometheus, is contributing all of the funds necessary.

Duration

1-2 years.

Status

Delayed to accommodate Caltrain Electrification and drought concerns.

Programmed Funding

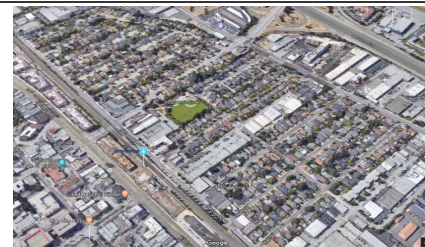
	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 83,340	\$ 5,581	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 83,340
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 83,340</u>	<u>\$ 5,581</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 83,340</u>
Fund Financing Sources								
Revenue	\$ 83,340	\$ 83,340	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 83,340
Total	<u>\$ 83,340</u>	<u>\$ 83,340</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 83,340</u>
Total Capital Project	<u>\$ -</u>	<u>\$ (77,759)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Future Impact on Operating Budget

Negligible, the project is fully funded by the developer.

Current Strategic Plan

X	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	X Non-Capitalized Project



**C2105: Downtown Planning Initiative - AMENDED**

Fund Number:	25	Location:	Downtown
Department:	Community Development	Strategic Plan:	Yes
Project Manager:	Lisa Porras	Priorities:	Downtown
Category:	Planning	Priority Rating:	1

Description

As part of the 2021 Strategic Plan, the City Council directed staff to prepare a plan to work with residents, property owners, business owners, committees, commissions, the Chamber of Commerce, and all other interested members of the community to develop a plan to understand and ensure the downtown meets the needs of the community and businesses now and into the future. This initiative includes creating a framework and informing the community; determining staff resources and budget needed to develop a plan; and finally developing a scope of work to create a downtown plan. Considerations include land use, urban design, infrastructure, street functions/operations, building design and massing, public realm and events, traffic/circulation, including multiple modalities for travel, walkability, dining, parklets, plazas, housing, maintenance, City governance, the potential for a business improvement district, and partnership with the Chamber of Commerce. To accomplish all of the objectives listed herein, this work requires preparation of a Specific Plan and a Streetscape Master Plan, forged by robust civic engagement.

Justification

The adopted City Council 2021 Strategic Plan (and subsequent Strategic Plans) directs staff to prepare a plan and involve the broader community. This project has a current budget of \$1,445,000. Staff is requesting an additional \$69,900 to account for an additional 6 months to complete the project, including additional subcommittee meetings, and additional work done based on past Council requests (e.g. initial survey, costing, and demonstration project scoping). Any unused funds would go back to the General Fund.

Duration

This project will be completed in September 2025. Altogether, the Specific Plan and Streetscape Master Plan required 39 months to complete (originally estimated at 24 months).

Status

The Streetscape Master Plan is on track for consideration of adoption by the Council in April 2025. The Specific Plan is on track for completion in September 2025.

Programmed Funding

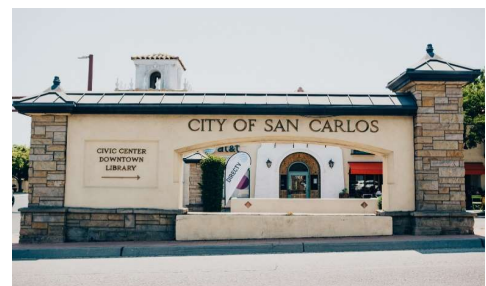
	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 1,445,000	\$ 1,024,485	\$ 69,900	\$ -	\$ -	\$ -	\$ -	\$ 1,514,900
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 1,445,000</u>	<u>\$ 1,024,485</u>	<u>\$ 69,900</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,514,900</u>
Fund Financing Sources								
Grant	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 300,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 300,000</u>
Total Capital Project	<u>\$ 1,445,000</u>	<u>\$ 1,024,485</u>	<u>\$ (230,100)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,214,900</u>

Future Impact on Operating Budget

This initiative includes two Plans: a Specific Plan and a Streetscape Master Plan. Both of these Plans will have impacts on future operating budgets. The Specific Plan will contain actions items, these include for example, updating the sign ordinance for downtown, consideration of establishing a storefront improvement program, or future traffic and parking studies. The Streetscape Master Plan has a direct impact on operating budget as the Streetscape Plan calls for improvements to 5 downtown core street segments, and improvements to 3 cross streets.

Current Strategic Plan

	Climate Change Mitigation, Adaptation & Resilience	
X	Downtown	
	Housing	
	Mobility, Traffic & Transportation Infrastructure	
	Northeast Area Specific Plan	
	Recreation Services	
Capitalized Project		Non-Capitalized Project X



**C2206: East Side Innovation District Parking Strategy**

Fund Number:	25	Location:	East Side Innovation District
Department:	Community Development	Strategic Plan:	No
Project Manager:	Lisa Porras	Priorities:	Council's Strategic Plan
Category:	Planning	Priority Rating:	6

Description

The East Side Innovation District Vision Plan ("Plan") was approved by the City Council in October 2022. The Plan contains 10 "Big Moves" for transformation in the district. Big Move #10 is to develop and adopt a shared district parking strategy, which includes refining parking requirements and developing a "park-once" strategy. The goal is to develop and define district parking requirements that address the range of existing and future users in the district.

Justification

Staff is estimating that this project would require at least \$100,000 in consulting fees. The actual costs could go up or down, depending on the results of a future request for proposals and consultant selection. A shared district parking strategy is a key implementation item within the East Side Innovation District Vision Plan.

Duration

TBD

Status

Ongoing

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 100,000	\$ 43,865	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 100,000</u>	<u>\$ 43,865</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 100,000</u>
Fund Financing Sources								
Transfer from Fund 28	\$ 43,983	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 43,983
Total	<u>\$ 43,983</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 43,983</u>
Total Capital Project								
	<u>\$ 56,017</u>	<u>\$ 43,865</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 56,017</u>

Future Impact on Operating Budget

Citywide Parking Reform and Strategies would impact future budgets should the City choose to implement certain strategies. These strategies fall under short term, mid term, and long term over the course of 20 years.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	Non-Capitalized Project

X**10. Adopt a Shared District Parking Strategy****GOAL**

Develop and define District parking requirements that address the range of existing and future District users.

PRINCIPLES

A. As technology changes, refine define District parking requirements

B. Develop a park-once and shared parking District

1. Focus on public parking is mandatory not law

**C2207: East Side Innovation District Master Streetscape Plan - AMENDED**

Fund Number:	25	Location:	East Side Innovation District
Department:	Community Development and Public Works	Strategic Plan:	Yes
Project Manager:	Lisa Porras	Priorities:	Council's Strategic Plan
Category:	Planning	Priority Rating:	2

Description

The East Side Innovation District Vision Plan ("Plan") was approved by the City Council in October 2022. The Plan contains 10 "Big Moves" for transformation in the district. Big Move #1 is to convert Industrial Road into a functional green boulevard that provides a distinct identity, creates a sense of place, and weaves nature into the district. To achieve this, the Plan's streetscape proposals for Industrial Road and other streets in the district will be used to develop street specifications to implement discovery paths, non-vehicular connections, and street standards. Street furniture, directional signage, landscaping, stormwater, street trees and other elements noted in the East Side Innovation District Vision Plan will also be incorporated. In 2025, the Northeast Area Specific Plan will be adopted and streets within this plan area, including Industrial Road, will also need a streetscape master plan. This project is amended to address the northeast area and the full length of Industrial Road. In addition, the project will address streets in the Industrial Arts District. A traffic study to evaluate the feasibility of a road diet on Industrial Road is also included.

Justification

Staff estimates that this project will require at least \$200,000 in consulting fees to develop. The actual costs could go up or down, depending upon the results of a future request for proposals and consultant selection. This project is a key implementation item within the East Side Innovation District Vision Plan. This scope of work is being extended to include the Northeast Area Specific Plan, the full segment of Industrial Road, and streets in the Industrial Arts district. Rather than complete one area at a time, there is cost and time efficiency in addressing the east side streets in one effort. An additional \$150,000 would be required to extend the scope of working, bringing the total estimate from \$200,000 to \$350,000.

Duration

FY2025-26. This project could take 1.5 years or less.

Status

The project will commence in Q3 2025 and is estimated to be complete by Q4 2026. A detailed project schedule will be developed in consultation with the selected consultant team.

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 200,000	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 350,000
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 200,000</u>	<u>\$ -</u>	<u>\$ 150,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 350,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ 200,000</u>	<u>\$ -</u>	<u>\$ 150,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 350,000</u>

Future Impact on Operating Budget

Completion of this project would impact the budget. While some of the improvements to streets will be completed by developers, other work may fall under the responsibility of the City and need funding.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
X	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	Non-Capitalized Project
	X



**C2211: Northeast Area Specific Plan**

Fund Number:	25	Location:	Northeast Area
Department:	Community Development	Strategic Plan:	Yes
Project Manager:	Lisa Porras	Priorities:	Strategic Plan
Category:	Planning	Priority Rating:	1

Description

Per the 2022, 2023, and 2024 Strategic Plans, the City Council directs staff to prepare a specific plan for the Northeast Area in anticipation of new development proposals. In addition to extensive community outreach, this work requires hiring professional consultants to assist staff. Considerations include land use, urban design, infrastructure (sewer, water, etc.), street functions/operations, building design and massing, public realm, and traffic/circulation, including multiple modalities for travel, walkability, housing, and districtwide maintenance.

Justification

Based on an understanding of the project components outlined above, staff estimated that this project would require at least \$1,500,000 in consulting costs to develop. The actual costs increased due to the additional services required in determining a preferred alternative and the subsequent extension of the project schedule. This included the analysis of an additional land use scenario and additional stakeholder engagement meetings. Staff is requesting appropriation of an additional \$50,000 in funds for FY 24-25. This would bring the total appropriation to \$1,550,000. Any unused funds would go back to the General Capital Fund 25.

Duration

It was expected that this project will take 24 months to complete. Due to additional stakeholder engagement to refine the preferred land use alternative, the project schedule has been extended by approximately 6 months.

Status

The project commenced during the first quarter of 2023 (Jan - March 2023), and is anticipated for completion in the fall 2025.

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 1,550,000	\$ 1,118,879	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,550,000
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 1,550,000</u>	<u>\$ 1,118,879</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,550,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ 1,550,000</u>	<u>\$ 1,118,879</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,550,000</u>

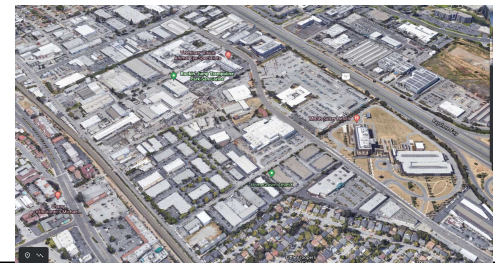
Future Impact on Operating Budget

Adoption of the Plan will have future budget impacts; through new streets, implementation items, or strategies and programs. This will be determined by which priorities of the Plan should be completed first.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
X	Northeast Area Specific Plan
	Recreation Services

Capitalized Project		Non-Capitalized Project	X
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**C2215: Downtown Renovation Plan Implementation - AMENDED**

Fund Number:	25	Location:	Laurel Street and San Carlos Avenue
Department:	Public Works	Strategic Plan:	Yes
Project Manager:	Alex Tat	Priorities:	Council's Strategic Plan, Beautification
Category:	Planning	Priority Rating:	3

Description

This project is for the conceptual planning, design, and construction of various improvements downtown. Improvements may include decorative street and sidewalk improvements, street and pedestrian scale lighting, upgrade and installation of street landscaping, art features, dedicated parking for ride share and food delivery service, bike share, and movable hydraulic street bollard installations.

Justification

This project aligns with City Council's Downtown strategic goal which seeks to ensure that the improvements "meet the needs of the community and businesses now and into the future." The total project is anticipated to be partially funded through agreements with developers. The timing of these developer payments is unknown at this time and therefore is reflected in future years.

Duration

The total project anticipates construction over the next several years.

Status

On-going

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 3,500,000	\$ 113,020	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,500,000
New request	-	-	6,250,000	-	-	2,421,000	7,829,000	16,500,000
Total	<u>\$ 3,500,000</u>	<u>\$ 113,020</u>	<u>\$ 6,250,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 2,421,000</u>	<u>\$ 7,829,000</u>	<u>\$ 20,000,000</u>
Fund Financing Sources								
Developer Contribution	\$ 3,500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000,000	\$ 13,500,000
Developer Contribution	\$ (3,500,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	(3,500,000)
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 10,000,000</u>	<u>\$ 10,000,000</u>
Total Capital Project								
	<u>\$ 3,500,000</u>	<u>\$ 113,020</u>	<u>\$ 6,250,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 2,421,000</u>	<u>\$ (2,171,000)</u>	<u>\$ 10,000,000</u>

Future Impact on Operating Budget

The future impact on the operating budget is to be determined once the improvements are authorized by the Council. Operating budgets will need to be updated to account for the maintenance of new improvements once construction is complete.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
X	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	X Non-Capitalized Project



**C2516: Climate Mitigation and Adaptation Plan Update - NEW**

Fund Number:	25	Location:	Citywide
Department:	Community Development Department	Strategic Plan:	Yes
Project Manager:	Akanksha Chopra	Priorities:	Legal Mandate
Category:	Planning	Priority Rating:	1

Description

The City of San Carlos adopted its last Climate Mitigation and Adaptation Plan (CMAP) in September, 2021. In 2023, the City initiated the 2045 General Plan Reset project to update the development projections to the year 2045 and prepared an associated Environmental Impact Report (EIR) under the requirements of the California Environmental Quality Act. The EIR identified significant impacts to the city's Greenhouse Gas (GHG) Emissions under the projected development and as a mitigation measure, requires the City to update its CMAP to chart a trajectory to achieve the long-term GHG reduction goal set by AB 1279 and other applicable statewide GHG emission reduction goals. The CMAP update will include key components related to tools and strategies for reducing GHG emissions, plan implementation guidance, timelines for measure implementation, community outreach and education, and tracking tools.

Justification

This project is consistent with the Council's strategic goal to promote climate change mitigation, adaptation, and resilience. Given the development projected for the city over the next 20 years under the 2045 General Plan Reset project, the updated CMAP will help ensure that the city is growing in a sustainable and resilient manner towards meeting its Greenhouse Gas emissions reduction targets as required under AB 1279 and other applicable statewide laws at the time of update.

Duration

As defined under the EIR, the CMAP update is expected to be completed by May 2028.

Status

New request

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
New request	-	-	250,000	-	-	-	-	250,000
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 250,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 250,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 250,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 250,000</u>

Future Impact on Operating Budget

To be determined, dependent on plan update outcome.

Current Strategic Plan Objective

X	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	Non-Capitalized Project X





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**C1711: Fire Stations Repairs**

Fund Number:	25	Location:	Fire Station #13
Department:	Public Works	Strategic Plan:	Yes
Project Manager:	Lou Duran	Priorities:	Previously Funded
Category:	Facilities	Priority Rating:	1

Description

This project will upgrade the safety and utility of the kitchen and balcony at Fire Station #13.

Justification

The balcony at Fire Station #13 had been closed due to rotted beams. The rotted beams have been replaced, but other portions will be repaired. The kitchen cabinets in Fire Station #13 are missing hardware, have damaged surfacing, and broken doors. Replacing the cabinets is estimated to cost \$65,000.

Duration

January 2018 through June 2026.

Status

In progress.

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 130,775	\$ 44,278	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 130,775
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 130,775</u>	<u>\$ 44,278</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 130,775</u>

Fund Financing Sources

Facility Infrastructure Improvement Reserve	\$ 158,500	\$ 158,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 158,500
Facility Infrastructure Improvement Reserve	\$ (27,725)	\$ (27,725)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (27,725)
Total	<u>\$ 130,775</u>	<u>\$ 130,775</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 130,775</u>
Total Capital Project	<u>\$ -</u>	<u>\$ (86,497)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Future Impact on Operating Budget

The Fire Station kitchen remodel and balcony upgrades are expected to have a minimal future impact on the operating budget, with potential savings from energy-efficient appliances, durable materials, and reduced maintenance needs.

Current Strategic Plan Objective

X	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	X Non-Capitalized Project



**C1753: Parking Management System Expansion and Extension**

Fund Number:	25	Location:	Downtown - Laurel Street, San Carlos Avenue and the Wheeler Plaza Garage
Department:	Public Works	Strategic Plan:	Yes
Project Manager:	Steven Machida	Priorities:	Transportation Infrastructure
Category:	Traffic & Transportation, Facilities	Priority Rating:	3

Description

This project will provide a parking management system and guided parking enforcement program in the Wheeler Plaza Parking Garage. Streetline, Inc. was hired to equip the garage with parking sensors; however, they are no longer in business. Therefore, Vigilant Solutions was contacted to provide this service in the garage. The project will use Automated License Plate Reader (ALPR) cameras instead of individual parking sensors in each stall.

Justification

This proposed project will replace the now obsolete parking sensor equipment with an ALPR system. The Sheriff's Office staff is already familiar with the Vigilant Solution platform, and attended a demonstration and provided operational feedback. The use of ALPRs as a parking management system will provide real time parking space availability, which is relayed to the electronic parking sign on Walnut Street. Additionally, ALPRs will enhance enforcement, serve as an abandoned vehicle investigative aid, and reduce the need to mark vehicles with chalk or stickers in most cases. The system will provide the ALPR images to TurboData, our electronic citation management platform. Enforcement staff will be able to link ALPR reads to the citations issued, providing evidence when reviewing arguments from violators who contest that they moved their vehicle. The system will also assist with confirming if a citation was issued in error during any review.

Duration

July 2021 to June 2025

Status

In progress

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 184,728	\$ 25,075	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 184,728
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 184,728</u>	<u>\$ 25,075</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 184,728</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ 184,728</u>	<u>\$ 25,075</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 184,728</u>

Future Impact on Operating Budget

Approximately \$11,400 per fiscal year for Camera License Keys and software integration subscription, which will be integrated into the Police Services Contract.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
X	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	Non-Capitalized Project
	X



**C1813: Transfer Switches for Portable Generators**

Fund Number:	25	Location:	Various
Department:	Public Works	Strategic Plan:	Yes
Project Manager:	Alex Tat	Priorities:	Safety; Previously Funded
Category:	Facilities	Priority Rating:	2

Description

This project will add transfer switches for portable generators for the 5 storm pump stations, the Adult Community Center and Youth Center.

Justification

To use portable generators at the 5 storm pump stations, the Adult Community Center building and the Youth Center building during an emergency, a transfer switch needs to be added to the existing facilities. The new transfer switches will accommodate the new connection points for the portable generator. The project is in line with Emergency Operations Center (EOC) upgrade objectives in the City Council's Strategic Plan.

Duration

July 2021 through June 2026.

Status

Design is anticipated to begin in April 2025.

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 250,000	\$ 7,703	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 250,000</u>	<u>\$ 7,703</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 250,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ 250,000</u>	<u>\$ 7,703</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 250,000</u>

Future Impact on Operating Budget

Minimal impact aside from periodic maintenance and testing.

Current Strategic Plan Objective

X	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	Non-Capitalized Project
	X



**C1908: 1201 San Carlos Ave Property Acquisition**

Fund Number:	0025	Location:	1201 San Carlos Avenue
Department:	Community Development Department	Strategic Plan:	Yes
Project Manager:	Sajuti Haque	Priorities:	Previously Funded
Category:	Facilities	Priority Rating:	1

Description

This funding request will be used to acquire a 15 foot by 99 foot strip of land at 1201 San Carlos Avenue, adjacent to the planned Wheeler Plaza Redevelopment site. The City acquired the Foodville property at 616 Laurel Street, now the Wheeler Plaza parking lot, to develop a portion with mixed-use commercial building and a portion of the site as a public plaza. The use of the site as a public plaza will necessitate the closing of the existing curb cut on Laurel Street.

Justification

While the City owns the property at 616 Laurel Street, the neighboring property at 1201 San Carlos Avenue is privately owned. This property includes a 15 foot strip of land made up of a drive aisle, parking spaces, and trash enclosures. To round out a future redevelopment of the Wheeler Plaza parking lot, the acquisition of this property is necessary as the drive aisle straddles both properties. In conjunction with the purchase of this property, the City negotiated the following details with the property owner to be included in the purchase and sale agreement:

1. Purchase price in the amount of \$500,000.
2. Grant owner an easement to allow access to rear building doors and to allow external openings to remain on the new property line.
3. Construct a trash enclosure for tenants of the 1201 San Carlos Avenue building with the future commercial development at 616 Laurel Street.
4. License agreement for 1201 San Carlos Avenue tenant to allow outdoor seating in the new public plaza.
5. Credit the property five public parking spaces for any future development of the building at 1201 San Carlos Avenue.
6. If the City fails to use the acquired property as a park or public plaza, the owner has right to purchase back the property.
7. City will prepare all closing documents and pay all associated transaction fees.

Duration

\$500,000 was approved by the City Council in November of 2018 to purchase the site. Negotiations underway.

Status

Purchase is pending.

Programmed Funding

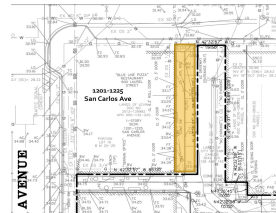
	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500,000
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 500,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 500,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project	<u>\$ 500,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 500,000</u>

Future Impact on Operating Budget

Subsequent to acquisition of this property, the City intends to enter into a joint venture with a developer for the redevelopment of the existing parking lot. The future impact on the operating budget will be unknown until there is a development agreement executed.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
X	Housing
X	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Pro	X Non-Capitalized Project



**C2218: Permitting Software**

Fund Number:	25	Location:	City Hall
Department:	Building & IT	Strategic Plan:	No
Project Manager:	Chris Valley & Will Hoch	Priorities:	Infrastructure
Category:	Facilities & Technology	Priority Rating:	2

Description

This project would consist of a complete replacement / upgrade of the City's current permitting system.

Justification

Our current permitting system, Central Square, has been purchased numerous times and currently lacks functionality that it had under previous versions. Permitting software systems can become outdated when support is no longer available or when a software system itself is no longer available.

Duration

Estimated start of project is late 2023 with completion estimated in 2025.

Status

Ongoing

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Approved Expenses	\$ 500,000	\$ 400,195	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500,000
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 500,000</u>	<u>\$ 400,195</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 500,000</u>
Fund Financing Sources								
Technology Fee Reserve	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500,000
Total	<u>\$ 500,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 500,000</u>
Total Capital Project	<u>\$ -</u>	<u>\$ 400,195</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Future Impact on Operating Budget

Maintenance of the permitting software will be covered by technology fees collected with each permit issuance.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	Non-Capitalized Project
	X



**C2312: Migration From Hosted Server to Sharepoint**

Fund Number:	25	Location:	City Hall
Department:	ASD	Strategic Plan:	No
Project Manager:	William Hoch	Priorities:	Necessary upgrade
Category:	Information Technology	Priority Rating:	2

Description

This project seeks to Migrate From Hosted Server to Sharepoint.

Justification

The City's current on-premise file server, in use since 2013, is outdated and limits accessibility, scalability, and security. Migrating to SharePoint will provide secure, cloud-based file access from anywhere, improve collaboration, and reduce reliance on physical infrastructure. It also enhances protection against ransomware and supports the City's goal of becoming a paperless, cloud-first organization. Estimated costs range from \$30,000 to \$50,000 for migration, with an additional \$10,000 to \$20,000 for licensing, and the remaining budget allocated to cloud storage.

Duration

Estimated to be completed by June 2026.

Status

In progress

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Approved Expenses	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 100,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 100,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ 100,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 100,000</u>

Future Impact on Operating Budget

The backup environment costs are currently covered by the IT budget. Cloud storage cost are variable based on the amount of data and retention periods.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	Non-Capitalized Project
	X



**C2313: Door Access System Upgrade**

Fund Number:	25	Location:	City Hall
Department:	PW/ASD	Strategic Plan:	No
Project Manager:	Lou Duran/Will Hoch	Priorities:	Necessary upgrade
Category:	Information Technology / Facilities	Priority Rating:	2

Description

This project will upgrade the physical card readers located in City Hall, the Adult Community Center, the Library, the Youth Center, and the Corp Yard, as well as the hardware to support a newer, secured door system.

Justification

The original door readers were installed approximately 20 years ago. About 50% are more than 10 years old. Security on door systems have improved but our current readers are not compatible with the new technology. The system has approximately 140 readers. Several doors at the Corp Yard still use physical keys and need to be added to system. The system will require many hardware controllers to be updated as well. This upgrade will not address issues related to scheduling or card access permissions.

Duration

Estimated to start in July 2026 and be completed by June 2027.

Status

Due to shifting priorities, the timeline for the project has been extended.

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Approved Expenses	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 150,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 150,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ 150,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 150,000</u>

Future Impact on Operating Budget

The system does have annual maintenance for the software which is covered by IT budget.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	Non-Capitalized Project
	X



**C2322: Industrial Arts District Pole Banners**

Fund Number:	25	Location:	Industrial Arts District
Department:	Parks and Recreation	Strategic Plan:	No
Project Manager:	Amy Newby	Priorities:	No
Category:	Facilities	Priority Rating:	3

Description

This project will include the design and purchase of one new set of pole banners, to be installed in the Industrial Arts District, along Brittan Avenue, Industrial Road, Brittan Avenue, and other surrounding streets. This project will include a total of 32 poles with identity banners. Any necessary repairs to hardware will also be included in this project.

Justification

Nearly 10 years ago, the City launched an identity campaign and updated pole banners all over town. One area of San Carlos that was included was the Industrial Arts District. However, the worn banners have since been removed. The City Council, at its May 5, 2023 budget study session, requested that a project be included in the proposed Fiscal Year 2023-25 budget to print new identity banners specifically for the Industrial Arts District.

Duration

July 2023 to June 2025

Status

Ongoing

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Approved Expenses	\$ 235,000	\$ 21,404		\$ -	\$ -	\$ -	\$ -	\$ 235,000
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 235,000</u>	<u>\$ 21,404</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 235,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ 235,000</u>	<u>\$ 21,404</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 235,000</u>

Future Impact on Operating Budget

There are no future additional impacts on the operating budget for this request.

Current Strategic Plan Objective

	Climax Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	<input checked="" type="checkbox"/> Non-Capitalized Project



**C2336: Installation of New EV Stations in Public Parking Lots (Downtown)**

Fund Number:	25	Location:	Citywide
Department:	Community Development Department	Strategic Plan:	Yes
Project Manager:	Akanksha Chopra	Priorities:	Necessary Update
Category:	Facilities	Priority Rating:	1

Description

The city has a total of ten electric vehicle (EV) charging stations at Wheeler Plaza Garage and the library's underground parking lot. The transition to an EV platform from internal combustion engines will require the construction of additional charging stations throughout the city. In March 2025, the City of San Carlos, in collaboration with the County of San Mateo and multiple cities, was awarded the Metropolitan Transportation Commission's (MTC) 2024 Climate Program Implementation Grant for downtown public electric vehicle charging infrastructure. The city will receive \$658,131 to fund six curbside EV charging stations on the 700 block of Walnut Street near 737 and 777 Walnut Street; three curbside chargers on the 600 block of Walnut Street near 657 Walnut Street; five EV charging stations in the Wheeler Plaza Garage; and four EV charging stations in Clark Plaza. \$523,000 will come from the Metropolitan Transportation Commission, while a \$135,000 match will be provided by Peninsula Clean Energy in the form of rebates.

Justification

This project is consistent with the Council's strategic goals to promote Climate Change Mitigation, Adaptation, and Resilience as well as Mobility, Traffic and Transportation Infrastructure. California regulations require all new cars sold in 2035 and beyond to be zero emission vehicles. In response, more auto manufacturers are producing EV versions of their cars and trucks. To accommodate the influx of new EV vehicles, more infrastructure is needed. Installing new EV chargers in city public parking spaces will make these facilities available to a larger segment of the community.

Duration

The project is estimated to begin in June 2025 with construction completed in May 2027.

Status

In progress

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 200,000	\$ -	\$ 329,100	\$ 329,100	\$ -	\$ -	\$ -	\$ 858,200
New request	-	-	-	-	\$ -	\$ -	\$ -	-
Total	<u>\$ 200,000</u>	<u>\$ -</u>	<u>\$ 329,100</u>	<u>\$ 329,100</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>\$ 858,200</u>
Fund Financing Sources								
MTC Grant	\$ -	\$ -	\$ 261,600	\$ 261,600	\$ -	\$ -	\$ -	523,200
PCE Match	\$ -	\$ -	\$ 67,500	\$ 67,500	\$ -	\$ -	\$ -	\$ 135,000
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 329,100</u>	<u>\$ 329,100</u>	<u>-</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 658,200</u>
Total Capital Project	<u>\$ 200,000</u>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 200,000</u>

Future Impact on Operating Budget

Future impact on the operating budget is negligible. The grant will fund operations and maintenance costs of the EV charging stations for three to five years. After the grant period passes, ongoing operations and maintenance costs will be paid for by the city, covered by revenue generated from electricity sales.

Current Strategic Plan Objective

X	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
X	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	X Non-Capitalized Project



**C2407: ACC Sound Panels & Office/Conference Room Door Replacement**

Fund Number:	Fund 25	Location:	Adult Community Center
Department:	Parks and Recreation	Strategic Plan:	No
Project Manager:	Amy Newby & Lou Duran	Priorities:	Health & Safety
Category:	Facilities	Priority Rating:	1

Description

The design of the Adult Community Center lacks proper sound absorption to accommodate multiple activities, programs or classes going on at the same time. Participants, instructors and staff find the acoustics are loud and bothersome. This request will include the installation of sound absorption panels throughout the lobby, lounge, and Chestnut Room. Staff will work with a consultant for proper design and aesthetics to compliment the facility.

Additionally, the doors leading out to the balcony in the Recreation Supervisor Office and Conference Room need to be replaced with exterior rated doors that will prevent water from leaking inside the building.

Justification

When the Adult Community Center was remodeled, acoustics were not considered. Shortly after the remodel, sound panels were installed in the Parkview Room only. Additionally, the upstairs doors are rated as internal and can't sustain the outside elements. Each winter, the doors leak causing the office and conference room to be damp. For the safety of our staff and participants these doors need to be replaced.

Duration

FY 2024-25

Status

Ongoing

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Approved Expenses	\$ 150,000	\$ 23,955	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 150,000</u>	<u>\$ 23,955</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 150,000</u>
Fund Financing Sources								
Friends of ACC	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000
Total	<u>\$ 50,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 50,000</u>
Total Capital Project								
	<u>\$ 100,000</u>	<u>\$ 23,955</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 100,000</u>

Future Impact on Operating Budget

There are no future additional impacts on the operating budget for this request.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services

Capitalized Project	X	Non-Capitalized Project	
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**C2408: Fire Alarm System Upgrade**

Fund Number:	25	Location:	Corporation Yard
Department:	Public Works	Strategic Plan:	No
Project Manager:	Lou Duran	Priorities:	Safety/ Necessary Upgrade
Category:	Facilities	Priority Rating:	2

Description

This project will replace the existing fire alarm panel system installed at the Corp Yard.

Justification

The current alarm panel system, which has been operational since 1990, faces challenges due to the unavailability or difficulty in sourcing certain replacement parts. Additionally, the City currently employs various systems across different locations. The proposed integration of the system at the corporation yard with other municipal facility systems aims to streamline operations and enhance overall safety measures. Upgrading this essential system would not only address the difficulty related to sourcing parts, but also facilitate the consolidation of facility systems under a single contractor, thereby optimizing maintenance and management processes.

Duration

FY 2025-26

Status

Project to start in FY2025-26

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Approved Expenses	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 150,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 150,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ 150,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 150,000</u>

Future Impact on Operating Budget

None

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services

Capitalized Project	X	Non-Capitalized Project	
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**C2409: Corporation Yard Kitchen and Restroom Upgrade**

Fund Number:	25	Location:	Corporation Yard
Department:	Public Works	Strategic Plan:	No
Project Manager:	Lou Duran	Priorities:	Necessary Upgrade
Category:	Facilities	Priority Rating:	3

Description

Replace and upgrade the kitchen area and restroom amenities that are used by employees on a daily basis. The cabinets presently store essential supplies designated for employee utilization, and the increasing workforce necessitates enhanced spatial capacity and organization.

Justification

The kitchen area is dated and was constructed when there were fewer employees. There is currently insufficient space to accommodate the current workforce for lunch breaks and training sessions. Upgrading the cabinets will enhance material organization and optimize efficiency within the workspace. Additionally, there is a pressing need to replace restroom partitions, and a transition away from tiled countertops and flooring to smooth, solid surfaces to support cleanliness standards.

Duration

Fiscal Year 2025-2026

Status

In progress.

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Approved Expenses	\$ 170,000	\$ 55,510	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 170,000
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 170,000</u>	<u>\$ 55,510</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 170,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ 170,000</u>	<u>\$ 55,510</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 170,000</u>

Future Impact on Operating Budget

None

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services

Capitalized Project	X	Non-Capitalized Project	
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**C2410: Roof Replacement and Solar Panel Upgrade**

Fund Number:	25	Location:	Corporation Yard
Department:	Public Works	Strategic Plan:	Yes
Project Manager:	Lou Duran	Priorities:	Safety / Necessary Upgrade
Category:	Facilities	Priority Rating:	1

Description

Replace the roof and existing solar panels at the Corporation Yard to optimize operational efficiency and address critical requirements. The roof replacement arises from prolonged exposure to environmental elements, resulting in significant wear and tear over time.

Justification

The current solar panel system has been in operation since 2004. Challenges arise when technical support and replacement materials are unavailable. Given the advancements in technology, newer and more efficient models are readily accessible on the market. Additionally, increased occurrences of roof issues and leaks now necessitate a full replacement.

Duration

FY2024-25 to FY2025-26

Status

In progress. An additional appropriation of 250,800 was brought to council and the total cost of the project will be funded by a grant from Peninsula Clean Energy Authority.

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Approved Expenses	\$ 175,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 175,000
New request	250,800	-	-	-	-	-	-	250,800
Total	\$ 425,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 425,800
Fund Financing Sources								
Peninsula Clean Energy Authority	\$ 425,800	\$ 228,916	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 425,800
Total	\$ 425,800	\$ 228,916	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 425,800
Total Capital Project	\$ -	\$ (228,916)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Future Impact on Operating Budget

None

Current Strategic Plan Objective

X	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	X Non-Capitalized Project



**C2411: Sheriff's Department Floor and Cabinet Replacements**

Fund Number:	25	Location:	City Hall
Department:	Public Works	Strategic Plan:	No
Project Manager:	Lou Duran	Priorities:	Necessary Upgrade
Category:	Facilities	Priority Rating:	3

Description

Replace flooring in the common area, reporting room, and locker room and upgrade cabinetry in kitchen and common areas. These are high-traffic areas that have endured substantial wear and tear, leading to gradual deterioration over time.

Justification

Updates are imperative to replace the carpeting in areas that experience continuous foot traffic around the clock. Updating the cabinets is essential to enhance both the functionality and aesthetics of the spaces, ensuring they align with standards and meet the evolving needs. This proactive measure ensures the maintenance of a clean, safe, and aesthetically pleasing environment favorable to daily operations.

Duration

FY2024-25 to FY2025-26

Status

In progress.

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Approved Expenses	\$ 175,000	\$ 41,705	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 175,000
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 175,000</u>	<u>\$ 41,705</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 175,000</u>
Fund Financing Sources								
Sheriff Office Trust Fund Reserve	\$ 175,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 175,000
Total	<u>\$ 175,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 175,000</u>
Total Capital Project	<u>\$ -</u>	<u>\$ 41,705</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Future Impact on Operating Budget

None

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	<input checked="" type="checkbox"/> Non-Capitalized Project



**C2412: CMMS Tool Upgrade and Integration with Other IT Tools**

Fund Number:	25	Location:	Corp Yard
Department:	ASD	Strategic Plan:	Yes
Project Manager:	Nil Blackburn	Priorities:	Necessary Upgrade
Category:	Technology	Priority Rating:	1

Description

Upgrade the City's computerized maintenance management system (CMMS) to manage Corp Yard assets, schedule maintenance, and track and prioritize work orders for Sewer, Streets, Traffic, Stormwater, Parks (Developed and Open Space), and Facilities. The request for proposals should include requests for: CMMS requirements gathering with key users, gap analysis, implementation, testing and quality assurance, and training. Tool implementation must include integration with the City's public facing Inform San Carlos tool and seek to replace the internal facilities issue reporting email "tool".

Justification

(1) The Maintenance Division's current CMMS is over a decade old and needs to be upgraded. (2) The CMMS will allow for long-term planning for weekly, monthly, and annual work orders and help ensure that nothing is overlooked, even with the day-to-day changes and emergencies that frequently arise. (3) Integration of the CMMS with Inform San Carlos and the replacement of the facilities internal request email process will streamline three work order request processes (4) An updated CMMS with user friendly reporting will enable the Superintendent and Assistant Superintendent to maintain supervisory responsibilities without being involved in the day-to-day distribution of work at the Corp Yard.

Duration

9 months

Status

The implementation of the project is a one-time capital project. Currently we are estimating that implementation would cost \$100,000 and the integrations of the tool with SeeClickFix or Public Stuff could cost up to \$50,000. As with a lot of IT, there will likely be a monthly maintenance fee covered by the operating budget.

Programmed Funding

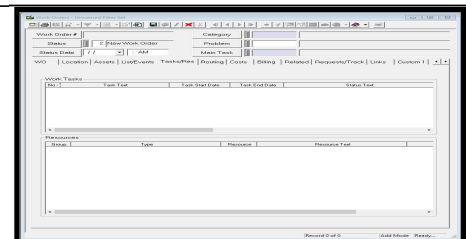
	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Approved Expenses	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 150,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 150,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ 150,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 150,000</u>

Future Impact on Operating Budget

The monthly maintenance fees will continue to be paid out of the ASD operating budget for IT tools.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
X	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	X Non-Capitalized Project



**C2414: 2nd Floor City Hall Remodel**

Fund Number:	25	Location:	2nd Floor City Hall
Department:	Public Works / Facilities	Strategic Plan:	No
Project Manager:	Chris Valley & Steve Machida	Priorities:	Infrastructure
Category:	Facilities & Technology	Priority Rating:	2

Description

This project would consist of remodeling and updating the 2nd floor of City Hall (south end) to provide a more efficient layout and employee work area for Public Works staff and permitting services, as well as the "Q Branch" of the City Manager's Office, Emergency Operations, the City Attorney's Office, and the employee break room. Accessibility upgrades and removal of barriers is proposed in the second floor restrooms with this project.

Justification

In the last 10 years, City Hall has had sizeable tenant improvement work in the Community Development Department and Council Chambers. There has been minor tenant improvement work in other areas of the structure; however, as staffing has grown and the demand for City services increased, there is a need to provide a more efficient use of City Hall at the south end of the 2nd floor office area. Public Works currently has staff at City Hall and second floor library. This project would provide sufficient working space to bring department staff together.

Duration

Tentative construction timeline April 2025 through December 2025.

Status

Ongoing bids review. Once accepted, the item will be brought to Council in April / May 2025.

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Approved Expenses	\$ -	\$ -	\$ 1,750,000	\$ -	\$ -	\$ -	\$ -	\$ 1,750,000
New request	-	-	-	-	-	-	-	-
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,750,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,750,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,750,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,750,000</u>

Future Impact on Operating Budget

Annual facility costs will be absorbed into the existing operating budget.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	<input checked="" type="checkbox"/> Non-Capitalized Project



**C2415: Purchase and Implement a New Agenda and Meeting Management System (AMMS) - AMENDED**

Fund Number:	25	Location:	Citywide
Department:	City Clerk	Strategic Plan:	No
Project Manager:	Crystal Mui	Priorities:	Necessary Upgrade
Category:	Technology	Priority Rating:	2

Description

Staff is requesting funds to purchase and implement a new Agenda and Meeting Management System (AMMS) and to migrate existing meeting data into the new system. An AMMS plays a significant role in administrative functions citywide. All departments use the system to prepare and route staff reports and meeting materials, which then are compiled and made available to the public through the system's meeting portal on the city's website. At the City Council and Planning and Transportation Commission, the AMMS assists the meeting Clerk with meeting management and video streaming.

Justification

The city currently uses the OneMeeting System (formerly known as PrimeGov). It was implemented in the summer of 2022. Just months into the implementation process, staff was notified that the system was purchased by Granicus. Since that purchase, customer service has dramatically declined, with support tickets often unresolved for months at a time. There are numerous issues in the system that require an exorbitant amount of staff time to perform workarounds. Issues are also found on the meeting management side of the system, causing delays in the public's ability to access the agenda packets and view the live meetings remotely.

Staff have worked to escalate the issues. However, not only is there no resolution in sight, but staff continues to regularly experience new operational and functional problems.

Duration

July 2027 - June 2028

Status

With no resolution in sight to address the increasing number of issues in the system, staff feels that it will be necessary to issue a request for proposals (RFP) and choose another system to replace OneMeeting.

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Approved Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
New request	-	-	-	-	150,000	-	-	150,000
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 150,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 150,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 150,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 150,000</u>

Future Impact on Operating Budget

The annual maintenance costs of a new system should be offset by maintenance costs from the existing system.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services

Capitalized Project	x	Non-Capitalized Project	
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**C2513: City Hall Roof Replacement - NEW**

Fund Number:	25	Location:	City Hall
Department:	Public Works	Strategic Plan:	No
Project Manager:	Lou Duran	Priorities:	Necessary Upgrade
Category:	Facilities	Priority Rating:	2

Description

The City Hall roof has surpassed its expected lifespan and has not undergone renovations in over 30 years. This project consists of removing the aging roof and installing a durable, energy-efficient system designed to enhance weather resistance and reduce maintenance costs. The new roofing system will have long-lasting materials that meet current building codes and will provide superior protection against water intrusion and extreme weather. Repairs will include roof deck restoration, replacement of damaged flashing, and upgrades to insulation and drainage systems to extend the building's lifespan. The flat roof will be replaced, while the condition of the tile sections will be evaluated. Additionally, anchor points will be installed to enhance safety and improve maintenance access.

Upon completion, the new roof will provide 30 years of reliable protection, improving sustainability, reducing energy costs, and ensuring a safer, more efficient facility for City Hall operations.

Justification

There are ongoing structural and maintenance concerns that if left unaddressed, could lead to significant repair costs, safety hazards, and operational disruptions. The existing roof has deteriorated over time, causing frequent leaks, insulation inefficiencies, and rising maintenance expenses.

Duration

FY 2026 - 27

Status

New project.

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ -	\$ -		\$ 450,000	\$ -	\$ -	\$ -	\$ 450,000
New request	-	-	-	-	-	-	-	-
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 450,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 450,000</u>
Fund Financing Sources								
Bld & Maintenance								
Restricted Fund	\$ -	\$ -	\$ -	\$ 107,225	\$ -	\$ -	\$ -	\$ 107,225
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 107,225</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 107,225</u>
Total Capital Project								
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 342,775</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 342,775</u>

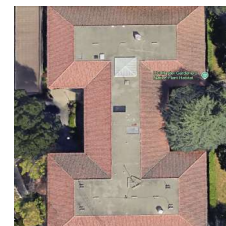
Future Impact on Operating Budget

The new roof may reduce operating costs as staff will no longer need to focus on repairs.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services

Capitalized Project	<input checked="" type="checkbox"/>	Non-Capitalized Project	<input type="checkbox"/>
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**C2515: Adult Community Center Kitchen Remodel Design - NEW**

Fund Number:	25	Location:	Adult Community Center
Department:	Parks and Recreation	Strategic Plan:	Yes
Project Manager:	Amy Newby	Priorities:	Safety, Necessary Upgrade
Category:	Facilities	Priority Rating:	1

Description

The proposed kitchen remodel at the Adult Community Center would include a full assessment of current program needs and analysis of deficiencies in operations due to facility design. A remodel may include a reconfiguration of the kitchen layout; better utilization of space; new kitchen equipment, including an industrial dishwasher, refrigerator and freezers, commercial grade sink and stations; and better functionality in the meal prep area. The cost for this project will be fully covered by the Parks and Recreation Donation Reserve.

Justification

The kitchen at the Adult Community Center is in need of a renovation. Staff have shared several concerns including: the configuration of the stove/cooking area poses a safety hazard; dimensions of the stove are not suitable for the available space; the industrial dishwasher is over 40 years old and often in need of repair and requires staff to wash dishes by hand in a method that meets safety standards; and a number of loose floor tiles and buckled flooring pose a tripping hazard. Additionally, the original kitchen was configured to be utilized as a cafeteria-style operation, which is no longer the operation of the meal program.

Duration

FY 2026 and FY 2027

Status

New project

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
New request	-	-	-	-	-	-	-	-
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 200,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 200,000</u>
Fund Financing Sources								
Parks and Recreation								
Donations Reserve	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 200,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 200,000</u>
Total Capital Project	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Future Impact on Operating Budget

It is anticipated the remodel will reduce maintenance staff time repairing broken equipment.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
X	Recreation Services
Capitalized Project	X Non-Capitalized Project



**C1734: Library Maintenance and Repairs**

Fund Number:	25	Location:	San Carlos Library, 610 Elm Street
Department:	Parks & Recreation	Strategic Plan:	Yes
Project Manager:	Amy Newby	Priorities:	Previously Funded
Category:	Facilities	Priority Rating:	2

Description

This project will assist in the rehabilitation of the San Carlos Library exterior and community rooms that were not part of the 2014 interior remodel project. These areas include: replacement of community room/kitchen furnishings; fixtures and equipment; painting of the exterior; repairs to the irrigation system; and some landscaping upgrades.

Justification

The San Carlos Library building is almost 20 years old. While the actual library area itself received an interior remodel in cooperation with the County of San Mateo, the other areas were not improved. The community rooms were in need of replacement tables, chairs, a podium and installation of a new ceiling projector. The restrooms on the first and second floors require replacement of toilet fixtures and sinks and the janitorial room needs repair. The exterior of the building is in need of stucco repairs and painting. Additionally, the courtyard requires irrigation repairs and some landscaping replacement to drought-tolerant plantings.

Duration

Through FY25-26.

Status

In progress.

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 588,568	\$ 356,083	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 588,568
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 588,568</u>	<u>\$ 356,083</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 588,568</u>
Fund Financing Sources								
SMC Library Funding	\$ 188,565	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 188,565
Total	<u>\$ 188,565</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 188,565</u>
Total Capital Project								
	<u>\$ 400,003</u>	<u>\$ 356,083</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 400,003</u>

Future Impact on Operating Budget

No impact on future operating budget.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience		
	Downtown		
	Housing		
	Mobility, Traffic & Transportation Infrastructure		
	Northeast Area Specific Plan		
	Recreation Services		
Capitalized Project	X	Non-Capitalized Project	



**C2008: Library Building Emergency Backup Power**

Fund Number:	25	Location:	San Carlos Library
Department:	Public Works	Strategic Plan:	Yes
Project Manager:	Grace Le	Priorities:	Public Safety, Emergency Planning
Category:	Facilities	Priority Rating:	1

Description

The San Carlos Library building does not have emergency backup power. The project will design and install a diesel generator to provide emergency backup power for the building. As an alternative, staff will research the power wall concept and evaluate the best option to provide emergency backup power.

Justification

The project aligns with the Council's core values concerning public safety. Providing backup power will allow the building to be functional during an emergency, particularly for an evacuation event or PG&E Public Safety Power Shutoff (PSPS).

Duration

September 2021 to June 2026.

Status

Begin design late 2024

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 1,000,000	\$ 49,016	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 1,000,000</u>	<u>\$ 49,016</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,000,000</u>
Fund Financing Sources								
SMC Library Funding	\$ 600,000	\$ 14,986	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000
Total	<u>\$ 600,000</u>	<u>\$ 14,986</u>	<u>\$ 400,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,000,000</u>
Total Capital Project	<u>\$ 400,000</u>	<u>\$ 34,030</u>	<u>\$ (400,000)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Future Impact on Operating Budget

Negligible impact.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	X
Non-Capitalized Project	



**C2114: City Library Foundation Study and Stair Repair**

Fund Number:	25	Location:	City Library
Department:	Public Works/Facilities	Strategic Plan:	No
Project Manager:	Lou Duran	Priorities:	Infrastructure
Category:	Facilities & Technology	Priority Rating:	3

Description

The goal of this project is to inspect and evaluate the existing foundation surrounding the library and determine whether any repairs or upgrades are needed. The scope of this project would also include an evaluation of the stairs leading from Cherry Street to the main entrance to the library.

This project was approved on 8/23/21 via Resolution #2021-077.

Justification

Over time, staff has noticed cracking along the exterior walls of the library, as well as separation between the exterior walls and the foundation throughout the perimeter of the library. These areas need further investigation and evaluation to determine the cause and identify potential repairs to prevent structural issues or immediate failures. Cracking and separation has also been noted around the stairs leading from Cherry Street to the main entrance, which has been determined to be caused by the lack of additional structural support and connection to the building foundation that needs to be addressed for a continued safe path of travel.

Duration

FY2022-25

Status

Ongoing

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 250,000	\$ 244,640	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 250,000</u>	<u>\$ 244,640</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 250,000</u>
Fund Financing Sources								
SMC Library Funding	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000
Total	<u>\$ 150,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 150,000</u>
Total Capital Project								
	<u>\$ 100,000</u>	<u>\$ 244,640</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 100,000</u>

Future Impact on Operating Budget

Negligible impact.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	<input checked="" type="checkbox"/> Non-Capitalized Project



**C2337: Library New AC Rooftop Unit**

Fund Number:	25	Location:	Library
Department:	Public Works	Strategic Plan:	Yes
Project Manager:	Lou Duran	Priorities:	Cost of Deferred Maintenance
Category:	Library	Priority Rating:	1

Description

This project would involve demolishing the existing Library AC units and replacing them with new 75 ton RTU-1 and 40 ton RTU-2 units.

Justification

The existing AC units were installed when the Library was built in 1999. More maintenance and costly repairs are required to keep them operating. Maintenance staff, in conjunction with the City's HVAC contractor, have experienced ongoing difficulty controlling temperatures appropriately. Replacing the AC units with more energy-efficient units will reduce the City's energy costs and maintenance staff time.

Duration

July 2025 - June 2026.

Status

Ongoing

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 800,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 800,000
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 800,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 800,000</u>
Fund Financing Sources								
SMC Library Funding	\$ 800,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 800,000
Total	<u>\$ 800,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 800,000</u>
Total Capital Project								
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Future Impact on Operating Budget

No future impact beyond routine maintenance.

Current Strategic Plan Objective

X	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	X Non-Capitalized Project



**C2418: Library Kitchen and Bathroom Upgrades**

Fund Number: 25
 Department: Public Works
 Project Manager: Lou Duran
 Category: Library

Location: Library
 Strategic Plan: No
 Priorities: Safety
 Priority Rating: 3

Description

This project would involve updating and remodeling the four public bathrooms, two staff bathrooms, and staff kitchen at the Library. The bathroom remodel would consist of new partitions, new changing tables, new low-flow water closets, faucets and sinks, new paint, a new water heater, and tile restoration and/or replacement. The kitchen remodel would include new cabinets, new appliances, new water heater, new paint, and tile restoration and/or replacement. The kitchens and bathrooms would also be transitioned from tiled countertops and flooring to smooth, solid surfaces to support cleanliness standards.

Justification

The Library kitchen and six bathrooms have not been updated since the Library was built in 1999, and are in need of repair and upgrades for the benefit of all staff and residents who use these facilities on a daily basis.

Duration

July 2025 - June 2026.

Status

New project approved in FY24-25

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500,000
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 500,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 500,000</u>
Fund Financing Sources								
SMC Library Funding	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500,000
Total	<u>\$ 500,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 500,000</u>
Total Capital Project	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Future Impact on Operating Budget

No future impact.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	<input checked="" type="checkbox"/> Non-Capitalized Project



**C2419: Library Roof Upgrade**

Fund Number:	25	Location:	Library
Department:	Public Works	Strategic Plan:	Yes
Project Manager:	Lou Duran	Priorities:	Cost of Deferred Maintenance
Category:	Library	Priority Rating:	1

Description

This project would involve replacing the current Library roof with a system that would meet California's Title 24 cool roof requirements and include a 30 year warranty.

Justification

The Library roof is the original from 1999. It was assessed in 2016 and determined to be in good condition and maintainable for up to five years. However, due to the COVID pandemic, a full roof replacement was postponed. After years of maintenance and repairs, a full roof replacement is now necessary. In addition, solar panels are scheduled to be installed, but a roof replacement is necessary beforehand, as it would be too costly and disruptive to replace the roof after panel installation.

Duration

June 2025 - August 2025.

Status

New project approved in FY24-25

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 369,380	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 369,380
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 369,380</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 369,380</u>
Fund Financing Sources								
SMC Library Funding	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000
Total	<u>\$ 250,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 250,000</u>
Total Capital Project								
	<u>\$ 119,380</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 119,380</u>

Future Impact on Operating Budget

Negligible impact. The new roof will require ongoing maintenance, but will be under a 30 year warranty significantly reducing costs compared to the current roof.

Current Strategic Plan Objective

X	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	X Non-Capitalized Project



**C2420: Library Parking Garage Cameras**

Fund Number:	25	Location:	Library
Department:	Public Works	Strategic Plan:	No
Project Manager:	Lou Duran	Priorities:	Safety
Category:	Library	Priority Rating:	2

Description

This project would involve installing surveillance cameras and related infrastructure in the underground Library parking garage to monitor activity and access at this facility for security purposes.

Justification

Strategically placing security cameras throughout the Library parking garage can help deter and reduce theft, vandalism, encampments, and other criminal activities. This would also allow the City to remain consistent with security measures at other City parking garages. Since 2018, the City has installed surveillance cameras at the Youth Center, Burton Park, Highlands Park, and Wheeler Plaza Garage to enhance safety and security in City parks and facilities. Cameras will help foster a sense of safety for staff and the public and can provide video evidence for police investigations.

Duration

July 2025 - June 2026.

Status

New project approved in FY24-25

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500,000
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 500,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 500,000</u>
Fund Financing Sources								
SMC Library Funding	\$ 375,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 375,000
Total	<u>\$ 375,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 375,000</u>
Total Capital Project								
	<u>\$ 125,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 125,000</u>

Future Impact on Operating Budget

There will be ongoing utility cost for monitoring, licensing and support. Annual estimate TBD.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	<input checked="" type="checkbox"/> Non-Capitalized Project





CAPITAL IMPROVEMENT PROGRAM BUDGET DETAIL

Fund/ Project	Project Name	Total Approved Budget as of 6/30/2025	Total Project Spent as of 3/4/2025	FY 24-25 Adopted Update	FY 25-26 Proposed	FY 26-27 Proposed	FY 27-28 Requested	FY 28-29 Requested	FY 29-30 Requested	Total Project Funding
0026										
<i>Previously approved/Ongoing projects</i>										
C2326	New Child Care Facility Development	-	-	-			-		5,000,000	5,000,000
C2327	Child Care Space Reimbursement	-	-	1,000,000				1,000,000	1,000,000	2,000,000
C2333	Family and Commercial Daycare Grant Program	500,000	200,000	250,000	250,000	250,000	250,000	250,000		1,500,000
	<i>Total Outside Funding</i>	-	-	-	-	-	-	-	-	-
	<i>Total Capital</i>	500,000	200,000	1,250,000	250,000	250,000	250,000	1,250,000	6,000,000	8,500,000
	<i>Total Transfers (Inter-project)</i>	-	-	-	-	-	-	-	-	-
Total Child Care Fund 0026		500,000	200,000	1,250,000	250,000	250,000	250,000	1,250,000	6,000,000	8,500,000
Ending Fund Balance Child Care Fund 0026				3,934,100	3,536,302	3,314,602	4,443,702	6,573,702	604,602	



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**C2326: New Child Care Facility Development - AMENDED**

Fund Number:	26	Location:	To be determined
Department:	Community Development	Strategic Plan:	No
Project Manager:	Sajuti Haque	Priorities:	Child Care, Own Funding Source
Category:	Child Care	Priority Rating:	1

Description

The city may use impact fee revenue to develop new child care space in San Carlos. This may include acquiring, adapting, rehabilitating, renovating, etc. existing space and converting it to child care or developing new child care space. The space would then be available to be operated by a licensed, child care operator/provider. The amount invested may vary depending on the availability of revenue and opportunities.

Justification

The project falls under a strategic goal of the Council's and could help to jumpstart creation of a new child care facility in the city.

Duration

July 2023 to June 2028.

Status

In 2022, the City established a child care impact fee on new commercial development. Over the coming years funding will be collected through the impact fee as new projects obtain building permits. During this time, staff will explore site acquisition and development opportunities and will pursue a project once revenue has reached a sufficient level.

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
New request	-	-	-	-	-	-	5,000,000	5,000,000
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 5,000,000</u>	<u>\$ 5,000,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 5,000,000</u>	<u>\$ 5,000,000</u>

Future Impact on Operating Budget

These funds would be drawn from the Child Care Impact Fee, Fund 26. The impact on the operating budget is unknown at this time.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic, and Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	X Non-Capitalized Project



**C2327: Child Care Space Reimbursement - AMENDED**

Fund Number:	26	Location:	To be determined
Department:	Community Development	Strategic Plan:	No
Project Manager:	Sajuti Haque	Priorities:	Child Care, Own Funding Source
Category:	Child Care	Priority Rating:	1

Description

This project would make available impact fee revenue to reimburse applicants who choose to meet the child care impact fee requirement by building child care onsite, rather than by paying the fee, and who oversize the child care space provided relative to the value of the impact fee requirement. The amount of the reimbursement will not reduce the value of the applicant's child care obligation; rather, it can partially or fully subsidize the cost incurred by the applicant in excess of what the fee obligation would have been.

Justification

This project may help to expedite the development of child care in San Carlos as it allows projects to move forward at larger scales than initially feasible.

Duration

July 2023 to June 2028.

Status

In 2022, the City established a child care impact fee on new commercial development. Over the coming years, funding will be collected through the impact fee as new projects obtain building permits. Some projects may elect to build child care on site and could go beyond the amount required for their project by accessing this additional funding from the city.

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000
New request	(1,000,000)	-	-	-	-	1,000,000	1,000,000	1,000,000
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,000,000</u>	<u>\$ 1,000,000</u>	<u>\$ 2,000,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,000,000</u>	<u>\$ 1,000,000</u>	<u>\$ 2,000,000</u>

Future Impact on Operating Budget

These funds would be drawn from the Child Care Impact Fee, Fund 26. The impact on the operating budget is unknown at this time.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic, and Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	Non-Capitalized Project
	X



**C2333: Family and Commercial Daycare Grant Program - AMENDED**

Fund Number:	26	Location:	To be determined
Department:	Community Development	Strategic Plan:	No
Project Manager:	Sajuti Haque	Priorities:	Child Care, Own Funding Source
Category:	Child Care	Priority Rating:	1

Description

The city may make child care impact fee revenue available in the form of grants to at-home and commercial day care providers. These grants must be used to develop new child care facilities or improve existing child care facilities, in order to increase service capacity to more children. The city will develop an outreach program to let child care operators know that funding is available once enough revenue is collected.

Justification

This project falls under a strategic goal of the city and is intended to help expand existing child care providers or attract new providers to San Carlos.

Duration

July 2023 to June 2029

Status

In 2022, the city established a child care impact fee on new commercial development. Over the coming years, funding will be collected through the impact fee as new projects obtain building permits. During this time, staff will develop a grant program for distribution of these funds to assist child care providers with expansion. Staff will make awards once revenue has reached a sufficient level.

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 500,000	\$ 200,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ -	\$ -	\$ 1,250,000
New request	-	-	-	-	-	250,000	-	250,000
Total	<u>\$ 500,000</u>	<u>\$ 200,000</u>	<u>\$ 250,000</u>	<u>\$ 250,000</u>	<u>\$ 250,000</u>	<u>\$ 250,000</u>	<u>\$ -</u>	<u>\$ 1,500,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ 500,000</u>	<u>\$ 200,000</u>	<u>\$ 250,000</u>	<u>\$ 250,000</u>	<u>\$ 250,000</u>	<u>\$ 250,000</u>	<u>\$ -</u>	<u>\$ 1,500,000</u>

Future Impact on Operating Budget

These funds would be drawn from the Child Care Impact Fee, Fund 26. The impact on the operating budget is unknown at this time.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	Non-Capitalized Project
	X





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CAPITAL IMPROVEMENT PROGRAM BUDGET DETAIL

Fund/ Project	Project Name	Total Approved Budget as of 6/30/2025	Total Project Spent as of 3/4/2025	FY 24-25 Adopted Update	FY 25-26 Proposed	FY 26-27 Proposed	FY 27-28 Requested	FY 28-29 Requested	FY 29-30 Requested	Total Project Funding
0027										
<u>Completed Projects</u>										
C1905	Chilton Park Improvements	500,000	499,463	-	-	-	-			500,000
C1905	Prop 68 Per Capita Funds	(178,000)	(196,287)	-	-	-	-			(178,000)
<u>Previously approved/Ongoing projects</u>										
C2221	North Crestview Park New Master Plan	225,000	157,943	-	-	-	-			225,000
C2328	Arguello Shade Structure	50,000	-	-	-	-	-			50,000
C2328	Parks & Recreation Foundation	(10,000)	-	-	-	-	-			(10,000)
C2329	Parks Master Plan	450,000	248,239	-	200,000	-	-			650,000
	General Plan Update Reserve				(150,000)					(150,000)
C2330	Trail Improvements, expansion and connections	570,000	236,072	320,000	250,000	-	-			820,000
C2330	Parks & Recreation Foundation	(40,000)	(40,000)	(20,000)	(20,000)	-	-			(60,000)
C2331	Conceptual Design of Community Center	200,000	-	200,000	-	-	-			200,000
C2416	Burton Park Infield Renovations	150,000	-	150,000	-	-	-			150,000
C2416	Softball, LL, AYSO, Foundation Donations	(75,000)	(70,000)	(75,000)	-	-	-			(75,000)
C2417	Chilton Park Pathway Modifications	-	-	150,000	-	150,000	-			150,000
C2517	Parks Master Plan Improvements					-	500,000	500,000		1,000,000
	Parks & Recreation Foundation					-	(25,000)	(25,000)		(50,000)
	Total Outside Funding	(725,000)	(710,000)	(95,000)	(20,000)	-	(25,000)	(25,000)	-	(373,000)
	Total Capital	2,445,000	642,254	820,000	450,000	150,000	500,000	500,000	-	3,745,000
	Total Transfers (Inter-project)	-	-	-	-	-	-	-	-	-
Total Park in Lieu Fund 0027		1,720,000	(67,746)	725,000	430,000	150,000	475,000	475,000	-	3,372,000
Ending Fund Balance Park in Lieu Fund 0027				403,377	153,772	1,046,572	749,572	457,872	1,426,672	



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**C2221: North Crestview Park Master Plan**

Fund Number:	27	Location:	North Crestview Park
Department:	Parks and Recreation	Strategic Plan:	Yes
Project Manager:	Amy Newby	Priorities:	Yes
Category:	Parks	Priority Rating:	1

Description

This project will include a new master plan assessment of North Crestview Park recreational opportunities with community input.

Justification

The City Council identified this as a project under the new Strategic Plan goal and objective of exploring new recreational opportunities.

Duration

July 1, 2023 - June 30, 2026

Status

Ongoing

Programmed Funding

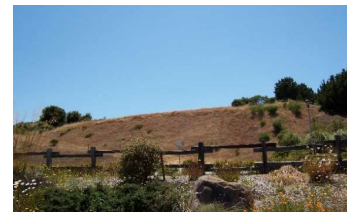
	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Approved Expenses	\$ 225,000	\$ 157,943	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 225,000
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 225,000</u>	<u>\$ 157,943</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 225,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ 225,000</u>	<u>\$ 157,943</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 225,000</u>

Future Impact on Operating Budget

Future one-time and ongoing costs shall vary should City Council decide to implement recommended improvements to parks and/or facilities.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
X	Recreation Services
Capitalized Project	Non-Capitalized Project
	X



**C2328: Arguello Shade Structure**

Fund Number:	27	Location:	Arguello Park
Department:	Parks and Recreation	Strategic Plan:	No
Project Manager:	Amy Newby	Priorities:	No
Category:	Parks	Priority Rating:	2

Description

This project will add new shade canopies over the sunny picnic site at Arguello Park. Two picnic tables at this site are in direct sunlight, with little to no shade from trees.

Picnic reservations have increased and reservable outdoor space is very desirable in the community, especially since the easing of COVID restrictions. But Arguello Park's sunny site continues to be the least reserved site. Comments from the community state there is too much direct sunlight and risk of being hit by fly balls from the nearby field. A shade canopy will help with both of these issues and should increase the interest in this picnic site.

Justification

This site is part of our reservable picnic program. Additionally, this site gets very little to no natural shade.

Duration

July 1, 2025 - June 30, 2026

Status

Ongoing

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Approved Expenses	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 50,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 50,000</u>
Fund Financing Sources								
P&R Foundation	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000
Total	<u>\$ 10,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 10,000</u>
Total Capital Project								
	<u>\$ 40,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 40,000</u>

Future Impact on Operating Budget

There are no future additional impacts on the operating budget for this request.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	<input checked="" type="checkbox"/> Non-Capitalized Project



**C2329: Parks Master Plan - AMENDED**

Fund Number:	27	Location:	All parks and facilities
Department:	Parks and Recreation	Strategic Plan:	Yes
Project Manager:	Amy Newby	Priorities:	Master Plan
Category:	Parks and Facilities	Priority Rating:	1

Description

This project will include a new assessment of all city developed parks, open space parks, and recreational facilities and engage the community to better understand current needs in recreational opportunities. The Parks Master Plan will provide recommendations for improvements to all parks and facilities. Since there is an element of this plan that requires updates to the General Plan, it is recommended that \$150,000 of General Plan Update fees collected from developers be applied to the total costs of the project.

Justification

The City Council identified this as a new Strategic Plan objective in 2023 and 2024. Following further review of other municipal agencies that have recently completed a parks master plan, staff believes additional funding will be necessary. Additionally, due to current staff workloads, staff recommends hiring a contract planner to assist with the project.

Duration

FY 2023-26

Status

Ongoing

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Approved Expenses	\$ 650,000	\$ 248,239	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 650,000
New request	(200,000)	-	200,000	-	-	-	-	-
Total	<u>\$ 450,000</u>	<u>\$ 248,239</u>	<u>\$ 200,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 650,000</u>
Fund Financing Sources								
General Plan Update								
Reserve	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 150,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 150,000</u>
Total Capital Project	<u>\$ 450,000</u>	<u>\$ 248,239</u>	<u>\$ 50,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 500,000</u>

Future Impact on Operating Budget


There are no operating budget impacts to the development of the Plan.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
X	Recreation Services
Capitalized Project	Non-Capitalized Project
	X





C2330: Trail Improvements								
Fund Number:	27	Location:	Open Space and Private Open Space					
Department:	Parks and Recreation	Strategic Plan:	Yes					
Project Manager:	Amy Newby	Priorities:	Yes					
Category:	Parks	Priority Rating:	1					
Description								
Project funding will cover the cost of identified trail improvements in Eaton and Big Canyon parks, implement trail connections into adjacent open space parks in neighboring jurisdictions, and private open space land acquisition. Project funding may also be used to implement trail enhancements identified by City Council or the Trails Subcommittee in next three years, including informational signs and online platforms identifying wildlife and plant species found in open space parks.								
Justification								
In recent years, open space parks and City-maintained trails are being used more than in previous years. In January 2023, the City Council identified a new Strategic Plan goal, Recreation Services. This goal has three stated objectives. One of these objectives is to assess new trail opportunities to implement a Trails Connection Plan. New connections will allow for regional connections to the north, west, and south of San Carlos.								
Duration								
FY2023-26								
Status								
Ongoing								
Programmed Funding								
Appropriations	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Approved Expenses	\$ 570,000	\$ 236,072	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 820,000
New request	-	-	-	-	-	-	-	-
Total	\$ 570,000	\$ 236,072	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 820,000
Fund Financing Sources								
P&R Foundation	\$ 40,000	\$ 40,000	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000
Total	\$ 40,000	\$ 40,000	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000
Total Capital Project								
	\$ 530,000	\$ 196,072	\$ 230,000	\$ -	\$ -	\$ -	\$ -	\$ 760,000
Future Impact on Operating Budget								
Future ongoing costs will vary depending on scale of trail improvements.								
Current Strategic Plan Objective								
			Climate Change Mitigation, Adaptation & Resilience					
			Downtown					
			Housing					
			Mobility, Traffic & Transportation Infrastructure					
			Northeast Area Specific Plan					
X			Recreation Services					
Capitalized Project	X	Non-Capitalized Project						

**C2331: Conceptual Design of Community Center**

Fund Number:	27	Location:	N/A
Department:	Parks and Recreation	Strategic Plan:	Yes
Project Manager:	Amy Newby	Priorities:	Yes
Category:	Facilities	Priority Rating:	1

Description

This project will include a community input process to identify residents expectations, needs, and wants for a potential community center. The project will identify possible locations, estimated costs, and funding mechanisms.

Justification

The City Council identified this as a Strategic Plan objective as part of the new Recreation Opportunities goal for FY 2023-24.

Duration

July 1, 2023 - June 30, 2025

Status

Ongoing

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Approved Expenses	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 200,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 200,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ 200,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 200,000</u>

Future Impact on Operating Budget

Future one-time and ongoing costs shall vary should City Council approve to build new community center.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
X	Recreation Services
Capitalized Project	Non-Capitalized Project
	X



**C2416: Burton Park Infield Renovations**

Fund Number:	Fund 27	Location:	Burton Park
Department:	Parks and Recreation	Strategic Plan:	Yes
Project Manager:	Tyler Muela & Lou Duran	Priorities:	Recreation Services
Category:	Parks	Priority Rating:	2

Description

This project will renovate the infields at Burton Park to reduce the dimensions of the Flanagan Field infield and increase the dimensions of Madsen Field infield to better accommodate the age and skill levels primarily at use at each of these fields for softball and baseball play. The renovation will also result in an increase to the amount of grass in order to expand the playable space for youth soccer.

Funding commitments have been made by Youth Softball, Little League, AYSO, San Carlos United, and the Parks and Recreation Foundation.

Justification

San Carlos Youth Softball has traditionally used the field at Tierra Linda as their organization's home field. However, that field no longer meets the needs of the organization. For the last several years, Youth Softball has put more effort into making Flanagan Field their "home field", similar to Arguello Park field for baseball. Last year, they started the conversation with other sports organizations on this infield renovation. All main San Carlos youth sports organizations support this project.

Duration

FY 2024-25

Status

Completed, pending final invoices.

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Approved Expenses	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 150,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 150,000</u>
Fund Financing Sources								
Softball, LL, AYSO, Foundati	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,000
Total	<u>\$ 75,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 75,000</u>
Total Capital Project								
	<u>\$ 75,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 75,000</u>

Future Impact on Operating Budget

There are no future additional impacts on the operating budget for this request. Ongoing maintenance will be covered under current operating budget.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
X	Recreation Services
Capitalized Project	X Non-Capitalized Project



**C2417: Chilton Park Pathway Modifications - AMENDED**

Fund Number: 27

Location: Chilton Park

Department: Parks and Recreation

Strategic Plan: Yes

Project Manager: Lou Duran

Priorities: Recreation Services

Category: Parks

Priority Rating: 1

Description

Following the renovations to Chilton Park, cracks were formed in the pathway due to settling of the surface material and water run-off. This project would include removing a layer of the decomposed granite surface material and installing a fabric underlayer and header board. Once these are in place, the decomposed granite surfacing will be reinstalled and compacted.

Justification

The City received reports from park users that the large cracks are impacting their use of the pathways and park. Cracks observed have been between 1 to 3 feet long, 6 inches wide, and 6 inches deep. These conditions not only hindered accessibility but also posed a safety hazard to pedestrians and park users. Maintenance has repaired the cracks, however, the full pathway modification is needed to address the risk on pedestrian safety in the future, should the cracks continue to occur. The Notice of Completion was signed in November 2021 and the maintenance bond was for a duration of two years after the acceptance of the Notice of Completion, therefore the maintenance bond has already expired.

Duration

FY 2026-27

Status

Estimated to start in FY 2026-27

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Approved Expenses	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000
New request	(150,000)	-	-	150,000	-	-	-	-
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 150,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 150,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 150,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 150,000</u>

Future Impact on Operating Budget

There will be a reduction in operating budget expenses as the repairs will reduce the maintenance staff time.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
X	Recreation Services

Capitalized Project **X** Non-Capitalized Project

**C2517: Parks Master Plan Improvements - NEW**

Fund Number:	27	Location:	Various
Department:	Parks and Recreation	Strategic Plan:	Yes
Project Manager:	Amy Newby	Priorities:	Strategic Plan
Category:	Parks	Priority Rating:	2

Description

This project will include the initial project design for improvements identified in the Parks Master Plan, which is scheduled to be adopted by the Council by the end of 2025.

Justification

The City Council has set this as an objective in the 2025 Strategic Plan. Park improvements will be recommended through the master planning process, which has included a thorough community outreach and engagement process to seek input from the community.

Duration

FY 2027-28 through FY 2028-29

Status

New project

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
New request	-	-	-	-	\$ 500,000	\$ 500,000	-	\$ 1,000,000
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 500,000</u>	<u>\$ 500,000</u>	<u>\$ -</u>	<u>\$ 1,000,000</u>
Fund Financing Sources								
PR Foundation	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ -	\$ 50,000
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 25,000</u>	<u>\$ 25,000</u>	<u>\$ -</u>	<u>\$ 50,000</u>
Total Capital Project	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 475,000</u>	<u>\$ 475,000</u>	<u>\$ -</u>	<u>\$ 950,000</u>

Future Impact on Operating Budget

Future operating budget needs are unknown at this time and will be determined when improvements are identified through the Parks Master Plan.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
X	Recreation Services
Capitalized Project	X Non-Capitalized Project





CAPITAL IMPROVEMENT PROGRAM BUDGET DETAIL

Fund/ Project	Project Name	Total Approved Budget as of 6/30/2025	Total Project Spent as of 3/4/2025	FY 24-25 Adopted Update	FY 25-26 Proposed	FY 26-27 Proposed	FY 27-28 Requested	FY 28-29 Requested	FY 29-30 Requested	Total Project Funding
0029										
<u>Completed Projects</u>										
C1906	Study Land Use and Regulatory Options	821,199	821,199	-	-	-	-			821,199
C1906	SB 2 Planning Grant	(199,441)	(199,441)	-	-	-	-			(199,441)
C1906	LEAP Grant	(150,000)	-	-	-	-	-			(150,000)
C1906	REAP Grant	-	(80,034)	-	-	-	-			-
C2216	1232 Cherry Street Building Demolition	196,857	196,352	-	-	-	-			196,857
<u>Previously approved/Ongoing projects</u>										
C9754	Cherry Street Below Market Rate Housing Acquisition	12,742,934	5,765,795	-	-	-	-			12,742,934
C2222	817 Walnut Oven Installation	200,000	128,140	-	-	-	-			200,000
C2332	Affordable Housing Site Acquisition/Construction	23,100,000	12,472,850	10,000,000	-	-	-	-	-	23,100,000
	Total Outside Funding	(349,441)	(279,475)	-	-	-	-	-	-	(349,441)
	Total Capital	37,060,989	19,384,337	10,000,000	-	-	-	-	-	37,060,989
	Total Transfers (Inter-project)	-	-	-	-	-	-	-	-	-
Total Housing in Lieu Fund 0029		36,711,548	19,104,862	10,000,000	-	-	-	-	-	36,711,548
0031										
	Total Outside Funding	-	-	-	-	-	-	-	-	-
	Total Capital	-	-	-	-	-	-	-	-	-
	Total Transfers (Inter-project)	-	-	-	-	-	-	-	-	-
Total LMI Housing Fund 0031		-	-	-	-	-	-	-	-	-
Total Housing Fund 0029 & 0031		36,711,548	19,104,862	10,000,000	-	-	-	-	-	36,711,548
Ending Fund Balance Housing Fund				10,507,075	19,186,865	25,085,365	29,773,165	45,589,665	44,823,765	



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**C9754: Cherry Street Below Market Rate Housing Acquisition**

Fund Number:	29	Location:	Cherry Street between Walnut and Laurel
Department:	Community Development	Strategic Plan:	Yes
Project Manager:	Sajuti Haque	Priorities:	Housing, Previously Funded, Own Funding Source
Category:	Housing	Priority Rating:	1

Description

This project will fund the redevelopment of a site on Cherry Street to create a new affordable housing project. The project includes acquisition of the property at 1232 Cherry Street for assemblage with the adjacent property to create a viable site that can be used for a new, higher-density project. Additionally, the project allocates a sum for financial contribution to the project.

Justification

This project will add severely needed affordable housing downtown, which is accessible to both transit and employment hubs. The redevelopment of this site would result in 33 affordable family units.

Duration

July 2011 to June 2027.

Status

In 2022 the City acquired the property at 1232 Cherry Street. The property adjacent to 1232 Cherry Street is owned by affordable housing developer HIP Housing. The City has entered into a partnership with HIP Housing to redevelop the site into a higher density project. In February of 2023, the City Council approved a Disposition, Development, and Loan Agreement (DDLA) for the project. In June 2023, the Planning and Transportation Commission approved the project design. In December 2024, the City conveyed its land to the Cherry Street Partnership and in April 2025, the project broke ground.

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 12,742,934	\$ 5,765,795	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,742,934
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 12,742,934</u>	<u>\$ 5,765,795</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 12,742,934</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ 12,742,934</u>	<u>\$ 5,765,795</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 12,742,934</u>

Future Impact on Operating Budget

The City expended \$3,075,000 to acquire the property at 1232 Cherry Street and entered into a development agreement with Cherry Street Commons to redevelop the site and provide additional affordable housing units. Per the DDLA, the City approved a loan of \$12,860,000 to make the project feasible.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
X	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	X
	Non-Capitalized Project



**C2222: 817 Walnut Oven Installation Fund 29**

Fund Number:	Fund 29	Location:	TBD
Department:	Community Development	Strategic Plan:	Yes
Project Manager:	Adam Aronson	Priorities:	Housing, Own Funding Source
Category:	Housing	Priority Rating:	1

Description

This project will cover the cost to install full-sized ovens with four burner stovetops at the 817 Walnut Street affordable housing project.

Justification

The studio units at 817 Walnut Street come with convection ovens and two stovetop burners. The Council has heard that some tenants of the project would like to install full-sized ovens with four burners and the City has offered to cover the cost of installation. This cost was not included in the project's original budget. Tenants are not required to install a full-sized oven if they do not wish to receive one and future tenants may also request a full-sized oven if their unit does not already have one.

Duration

July 2023 to June 2026.

Status

Project near completion, pending final invoices.

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 200,000	\$ 128,140	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 200,000</u>	<u>\$ 128,140</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 200,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ 200,000</u>	<u>\$ 128,140</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 200,000</u>

Future Impact on Operating Budget

\$200,000 would be appropriated from Fund 29 to cover the total costs currently estimated for the project.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
X	Housing
	Mobility, Traffic & Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	X Non-Capitalized Project



**C2332: Affordable Housing Site Acquisition/Construction, Affordable Housing In Lieu**

Fund Number:	Fund 29	Location:	TBD
Department:	Community Development	Strategic Plan:	Yes
Project Manager:	Sajuti Haque	Priorities:	Housing, Own Funding Source
Category:	Housing	Priority Rating:	1

Description

This project will explore the acquisition, conversion, and future development of properties for the expansion of affordable housing in the City.

Justification

This project will add severely needed affordable housing to the community, which is identified as a strategic goal of the City Council. Costs are split between two funding sources, Fund 29 and Fund 31. Fund 29 is the City's Affordable Housing In Lieu Fund which contains the funds collected through the City's Commercial Linkage Fee and Housing In Lieu Fees. As the restrictions on Fund 29 are different from those on Fund 31, two CIPs have been created to track them separately.

Duration

July 2023 to June 2028.

Status

The City anticipates collecting significant revenue through its Commercial Linkage Fee over the coming years. This funding can be utilized to acquire property and construct affordable housing or convert existing market rate housing to affordable housing. As the City is in the midst of developing its second affordable housing project at 1232 Cherry Street, now is an appropriate time to explore the acquisition of sites for the next project in the community. Possible projects could include ground up development or conversion of existing market rate multifamily units to below market rate units.

Programmed Funding

	Total Approved Budget	Total Spent	Proposed 2025-26	Proposed 2026-27	Requested 2027-28	Requested 2028-29	Requested 2029-30	Total Project Funding
Appropriations								
Expenses	\$ 23,100,000	\$ 12,472,850	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 23,100,000
New request	-	-	-	-	-	-	-	-
Total	<u>\$ 23,100,000</u>	<u>\$ 12,472,850</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 23,100,000</u>
Fund Financing Sources								
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Capital Project								
	<u>\$ 23,100,000</u>	<u>\$ 12,472,850</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 23,100,000</u>

Future Impact on Operating Budget

The City intends to acquire real property utilizing funding from the Affordable Housing In Lieu Fund (Fund 29) and the LMI Housing Asset Fund (Fund 31). The impact on the operating budget is unknown at this time.

Current Strategic Plan Objective

	Climate Change Mitigation, Adaptation & Resilience
	Downtown
X	Housing
	Mobility, Traffic, and Transportation Infrastructure
	Northeast Area Specific Plan
	Recreation Services
Capitalized Project	X
Non-Capitalized Project	X





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CITY OF SAN CARLOS FISCAL YEAR 2025-30 CAPITAL IMPROVEMENT PROGRAM UNFUNDED PROJECT LIST

Fund / Project	Category	Project Description	Est. Project Total
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Wastewater Fund 006

Ongoing	Improve Infrastructure	Annual Sewer System Rehabilitation Program	35,000,000
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Total Unfunded Wastewater Fund	35,000,000
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Gas Tax Fund 0016

C9416	Maintenance	Annual Street Resurfacing	63,500,000
C9465	Mandated	Annual Sidewalk Repair/Reconstruction III	18,000,000

Total Unfunded Gas Tax Fund	81,500,000
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General Fund Capital Projects Fund 0025

New	Enhance Public Safety	ADA Facilities	2,500,000
New	Enhance Public Safety	ADA Right of Way Improvements (Intersections)	3,000,000
New	Community Enhancement	Alameda De Las Pulgas/Howard Ave improvements	35,000
New	Community Enhancement	Alameda De Las Pulgas/San Carlos Ave improvements	700,000
New	Community Enhancement	Alameda De Las Pulgas/San Carlos Ave to Edgewood Road	163,000
New	Community Enhancement	Brittan Ave & Laurel St Improvements	350,000
C9782	Community Enhancement	Façade Improvement Program	400,000
New	Community Enhancement	Heather Dog Exercise Area Improvements	200,000
New	Community Enhancement	Museum of San Carlos History ADA Compliance Project	250,000
New	Community Enhancement	Highlands Park-Picnic Area Enhancements	50,000
C9459	Community Enhancement	Holly St/US 101 Interchange Modification	32,730,000
C9459	Community Enhancement	Holly St/US 101 Pedestrian Overcrossing	18,650,000
C9309	Community Enhancement	Citywide Drainage Improvements	47,500,000
New	Community Enhancement	Industrial Arts Plan	1,000,000
C9315	Community Enhancement	San Carlos Ave Park Renovation	2,000,000
C9834	Community Enhancement	Community Garden	75,000
C9827	Community Enhancement	Skate Park	625,000
C9461	Infrastructure/Public Safety	Brittan Ave Widening at Industrial Road	4,500,000
New	Infrastructure/Public Safety	City Hall - Repair Window Frames on 1st & 2nd Floor	175,000
New	Infrastructure/Public Safety	City Hall Emergency Operations Center Structural Upgrade Improvements	900,000
New	Infrastructure/Public Safety	City Hall Emergency Operations Center Structural Upgrade Study	200,000
New	Infrastructure	Information Technology Master Plan	100,000
New	Public Safety	Civic Center Cameras	100,000
New	Public Safety	Emergency Notification Alarm System	40,000
C9318	Maintenance	Kiwanis Bldg. Improvements	650,000
C9803	Improve Infrastructure	Police Gym Expansion Phase II	80,000
New	Traffic & Transit	San Carlos Ave & Laurel St Construction of Pedestrian Scrambled Phase	100,000
C9314	Maintenance	Reconstruct Laureola Park Bldg.	4,000,000
C9327	Maintenance	Arguello Park Plan Improvement Phase 2	3,875,000
C9302	Reduction in Operation costs	Solar Electric Panels of City Facilities	900,000
C1810	Infrastructure	Park Water Feature Modifications	225,000
New	Infrastructure	Downtown Plan Implementation - Phases 1.2 - 12	103,700,000
C9461	Traffic & Transportation	Brittan Ave Widening at Industrial Road	500,000
C9828	Storm	Storm Channel Sediment Removal (additional request)	1,800,000
C9838	Traffic & Transportation	Four Corners Traffic Improvements (construction)	1,750,000
C1746	Environmental Sustainability	ECR/Rail Corridor Tree Planting and Irrigation Installation	434,000
C1803	Traffic & Transportation	Brittan Ave & Alameda de las Pulgas Widening	1,100,000
C2204	Maintenance	Replace Turf at Burton Park	200,000
C2209	Community Enhancement	East Side Innovation District Zoning Code: Stream Development and Maintenance Overlay District Amr	30,000
C2212	Streets & Sidewalks	Tree Well Replacement on Industrial Road	360,000
C2306	Parks	Madsen Scorebooth @ Burton Park	350,000
C2310	Equipment	Filing Cabinet System	200,000
New	Traffic & Transportation	Roundabout at Crestview and Edmonds (phase 2)	600,000
New	Storm	Pulgas Creek Watershed Native Planting Pilot Project	500,000
New	Environmental Sustainability	Planning and Installation of New EV Stations in Public Parking Spaces	480,000
New	Public Works	Data Management Updates	1,300,000
Total Unfunded General Fund Capital Projects			239,377,000

Parks-in-Lieu Fund 0027

C1732	Parks	Laureola Park Improvements	600,000
New	Parks	North Crestview Park Design & Construction	7,250,000

Total Unfunded General Fund Capital Projects	7,850,000
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Total Unfunded list	363,727,000
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Principal and Interest Expense

City of San Carlos	Outstanding Debt (Principal) as of 6/30/2025	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030
General Fund						
2015 GO Refunding Bond	-	-	-	-	-	-
sub-total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sewer Fund						
2018 Financing Agreement	22,400,000	1,421,138	1,422,888	1,423,138	1,421,888	1,419,138
2019 Financing Agreement	36,611,146	-	-	1,466,033	1,466,033	1,466,033
2020 Financing Agreement	20,480,000	1,554,660	1,550,589	1,553,705	1,553,541	1,550,642
2021 Financing Agreement	21,610,836	-	-	214,451	214,451	443,012
sub-total	\$ 101,101,982	\$ 2,975,798	\$ 2,973,477	\$ 4,657,327	\$ 4,655,913	\$ 4,878,825
Grand Total	\$ 101,101,982	\$ 2,975,798	\$ 2,973,477	\$ 4,657,327	\$ 4,655,913	\$ 4,878,825



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The Financial Policies of the City of San Carlos allow the City to incur debt for major capital improvement and acquisitions. The following information provides the Debt Limit Margin in compliance with state law and a listing of the City's debt obligations.

LEGAL DEBT LIMIT MARGIN

The Government Code of the State of California section 43605 states that a City shall not incur an indebtedness for public improvements that exceed in aggregate 15% of the assessed value of all real and personal property of the City. However, the City has established a more conservative limit of not more than 3.75%. With outstanding debt of \$0 in both Fiscal Years 2026 and 2027 subject to the legal debt limit, and a legal debt limit of \$657 million and \$658 million, respectively, the City is not at risk of exceeding its legal debt limit.

Computation of Legal Bonded Debt Limit Margin Fiscal Years 2025 – 2027

	2026	2027
Assessed Valuation	\$ 17,549,012,719	\$ 17,549,012,719
Debt Limit: 3.75% of Assessed Value	658,087,977	658,087,977
Less: Outstanding Debt (Subject to Legal Debt Limit)	-	-
Legal Debt Margin	\$ 658,087,977	\$ 658,087,977

Source: San Mateo County Assessor Office 24/25 combined Tax Rolls

COMPLIANCE WITH DEBT POLICY

The City of San Carlos Debt Management Policy adopted by the City Council on May 12, 2025 requires the debt guaranteed by General Fund be limited to a debt ratio of 10% of General Fund revenue. A debt ratio of 0% was calculated by using the relationship between the debt and the General Fund revenue for the Fiscal Years 2026 and 2027, respectively. The City is in compliance with this policy.



Computation of Compliance with Debt Service Limit Fiscal Years 2025-2027

	2026	2027
Total General Fund Revenue	\$ 61,584,200	\$ 64,155,000
General Fund Supported Debt Service	-	-
Ratio of General Fund Supported Debt to General Fund Revenue	0.00%	0.00%
Policy Debt Ratio	10%	10%

DEBT SERVICE OBLIGATIONS

Overview

The City of San Carlos debt service obligations include a general obligation bond and financing agreement bonds under a Joint Exercise of Power Agreement (JPA). Silicon Valley Clean Water (SVCW or the Authority), formerly the South Bayside System Authority, was formed in 1975 between the cities of San Carlos, Belmont, Redwood City, and the West Bay Sanitation District under a JPA that provides wastewater transmission, treatment, and effluent disposal services to the members. The Authority has issued bonds and entered into other loan agreements to fund the capital projects and each member has entered into financing agreements and is obligated to pay its allocated share of debts.

- 2015 General Obligation Refunding Bonds – issued to finance the construction of the City's library, the repayment is solely from ad valorem property taxes levied by the City and collected by the County.
- SVCW 2018 Wastewater Revenue Bonds – issued to finance the acquisition and construction of capital improvements to replace the aged wastewater treatment plant and conveyance system.
- SVCW Water Infrastructure and Innovation Act – issued to finance the construction of improvements to wastewater treatment plan and facilities, specifically its Regional Environment Sewer Conveyance Upgrade Program.
- SVCW Wastewater Revenue Bonds, Series 2021A – issued to refund the outstanding SVCW 2014 and 2015 bonds and paid costs of issuing the 2021A bond.
- SVCW Wastewater Revenue Bonds, Series 2021B - issued to prepay the 2011 Authority SRF Loan and costs of issuing the 2021B bond.
- SVCW Wastewater Revenue Notes, Series 2021A - issued to finance regional environmental sewer conveyance upgrade,
- SVCW Wastewater Revenue Notes, Series 2021B – issued to finance wastewater treatment plant projects.



Debt Summary

The City's total outstanding long-term bond principal as of June 30, 2025, is \$101 million. This \$101 million is secured by a pledge of the City's sewer enterprises fund.

The indebtedness of general obligation refunding bonds is supported by ad valorem property taxes and is solely paid by the property owners resided at San Carlos. In celebration of the City's Centennial in 2025, the City paid the bond off one year early using the excess fund balance in Library Tenant Fund. The City has no plan to issue new debts soon.

The debt coverage ratio of 1.2 is required for all SVCW bonds. The City's sewer enterprises fund demonstrates its revenues are sufficient to meet the debt covenants with an average ratio of 3.5.

Credit Rating

The current rating from Standard & Poor's and Moody's for the City's general obligation and SVCW financing agreement bonds are shown in the table below.

Bond Ratings										
	City Direct Debt		SVCW Financing Agreement Debts							
	General Obligation		2018 Wastewater Revenue Bonds		Wastewater Revenue Notes, Series 2019A		Wastewater Refunding Revenue Bonds Series 2021A/B		Wastewater Revenue Notes Series 2021A/B	
	Rating	Outlook	Rating	Outlook	Rating	Outlook	Rating	Outlook	Rating	Outlook
S&P	AAA	Stable	AA	Stable	A+	Stable	AA	Stable	A+	Stable
Moody's			Aa2	Stable	Aa3	Stable	Aa2	Stable	Aa3	Stable

**Debt Obligations Summary**

General Long Term Debt	Current Repayment Source	Maturity Date	Principal Balance 7/1/2024	Principal Paydown & Maturities	Balance 6/30/2025	Due within 1 year	Due in More Than 1 year
2015 General Obligation Refunding Bonds							
	Property Tax	8/1/2026	\$ 1,460,000	\$ 1,460,000	\$ -	\$ -	\$ -
Total Debt Service Obligations			\$ 1,460,000	\$ 1,460,000	\$ -	\$ -	\$ -
Silicon Valley Clean Water Financing Agreement (SVCW)							
SVCW 2018 Wastewater Revenue Bonds							
	Enterprise	8/1/2048	\$ 22,925,000	\$ 525,000	\$ 22,400,000	\$ 550,000	\$ 21,850,000
Water Infrastructure and Innovation Act (WIFIA)							
	Enterprise	3/1/2058	36,611,146	-	36,611,146	-	36,611,146
SVCW Wastewater Revenue Bonds, Series 2021A							
	Enterprise	8/1/2045	20,655,000	1,005,000	19,650,000	1,000,000	18,650,000
SVCW Wastewater Revenue Bonds, Series 2021B							
	Enterprise	8/1/2032	915,000	85,000	830,000	90,000	740,000
SVCW Wastewater Revenue Notes, Series 2021A*							
	Enterprise	3/1/1959	10,431,460	-	10,431,460	-	10,431,460
SVCW Wastewater Revenue Notes, Series 2021B*							
	Enterprise	3/1/1959	11,179,376	-	11,179,376	-	11,179,376
Total Wastewater Liabilities			\$ 102,716,982	\$ 1,615,000	\$ 101,101,982	\$ 1,640,000	\$ 99,461,982
Total Citywide Debt Obligations			\$ 104,176,982	\$ 3,075,000	\$ 101,101,982	\$ 1,640,000	\$ 99,461,982



GLOSSARY OF TERMS

AB 1234. The California State Assembly bill that requires cities, counties, and special districts in California to provide ethics training to their local officials. Public officials are required to complete the training within one year of taking office and repeat the training every two years.

Accounting System. The methods and records established to identify, assemble, analyze, classify, record, and report a government's transactions and to maintain accountability for the related assets and liabilities.

Accrual Basis. A basis of accounting in which revenues are recognized when earned regardless of when they are received, and expenses are recorded at the time the liability is incurred, regardless of when it is paid.

Ad Valorem Tax. A tax calculated "according to the value" of property. Such a tax is based on the assessed valuation of real property and a valuation of tangible personal property.

Adopted Budget. The official budget as approved by the City Council at the start of each fiscal year.

Affordable Housing Impact Fee. Pursuant to City Municipal Code Section 3.34, affordable housing fees fund the construction, acquisition, or financing of new or existing single or multi-family affordable housing projects within the city for low or very low income residents.

Agency Fund. A fund normally used to account for assets held by a government as an agent for individuals, private organizations, or other governments and/or other funds.

Amended Budget. Also known as "Revised Budget", is the official budget as adopted and as amended by the City Council through the course of a fiscal year.

Amortization. The gradual reduction in principal of an outstanding debt based upon a specific repayment schedule, which details specific dates and repayment amounts on those dates.

Annual Budget. A budget applicable to a single fiscal year.

Appropriated Budget. The expenditure authority created by appropriations bills or ordinances, which are signed into law, and the related estimated revenues. The appropriated budget would include all reserves, transfers, allocations, supplemental appropriations, and other legally authorized legislative and executive changes.

Appropriation. A legal authorization granted by a legislative body for a given period to make expenditures and to incur obligations for specific purposes. An appropriation usually is limited in amount and time it may be expended.

Arbitrage. The gain that may be obtained by borrowing funds at a lower (often tax-exempt) rate and investing the proceeds at higher (often taxable) rates. The ability to earn arbitrage by issuing tax-exempt securities has been severely curtailed by the Internal Revenue Code of 1986, as amended.

Assessed Valuation. The estimated value placed upon real and personal property by the County Assessor as the basis for levying property taxes. The appraised worth of property as set by a taxing authority through assessments for purposes of ad valorem taxation

Assigned Reserves. As per Government Accounting Standards Board (GASB 54) for Fund Balances, assigned fund balances include amounts that are constrained by the government's intent that they be used for specific purposes.



Audit. Prepared by an independent Certified Public Accountant (CPA), the primary objective of an audit is to determine if the City's financial statements present fairly the City's financial position and results of operations in conformity with generally accepted accounting principles.

Authority. A government or public agency created to perform a single function or restricted group of related activities.

Beginning/Ending Fund Balance. Appropriated resources available in a fund from the prior/current years after payment of the prior/current fiscal year's expenses. This is not necessarily cash on hand.

Bond. A written promise to pay a specific sum of money, called the face value or principal amount, at a specified date or dates in the future, together with periodic interest at a special rate. A security that represents an obligation to pay a specified amount of money on a specific date in the future, typically with periodic interest payments.

Bond Anticipation Notes. Short-term notes issued usually for capital projects and paid from the proceeds of the issuance of long-term bonds. Provide interim financing in anticipation of bond issuance.

Bond Counsel. A specialized, qualified attorney retained by the issuer to give a legal opinion concerning the validity of securities. The bond counsel's opinion usually addresses the subject of tax exemption. Bond counsel typically prepares and/or advises the issuer regarding legal structure, authorizing resolutions, trust indentures and the like.

Bond Covenant. A legally enforceable promise made by an issuer of bonds to the bondholders, normally contained in the bond resolution or indenture.

Bond Insurance. A type of credit enhancement whereby an insurance company indemnifies an investor against default by the issuer. In the event of failure by the issuer to pay principal and interest in full and on time, investors may call upon the insurance company to do so. Once issued, the municipal bond insurance policy is generally irrevocable. The insurance company receives its premium when the policy is issued and this premium is typically paid out of the bond issue.

Budget. A plan of financial operation embodying an estimate of the proposed expenditures for a given period and the proposed means of financing them.

Budget Message. Included in the opening section of the Budget, the Budget Message provides the City Council and the public with a general summary of the most important aspects of the budget, changes from previous fiscal years, and the views and recommendations of the City Manager.

California Public Employees' Pension Reform Act of 2013 (PEPRA). The law that changed the way CalPERS retirement and health benefits are applied, and places compensation limits on members.

Call Option. The right to redeem a bond prior to its stated maturity, either on a given date or continuously. The call option is also referred to as the optional redemption provision. Often a call premium is added to the call option as compensation to the holders of the earliest bonds called.

Capital Appreciation Bond. A municipal security on which the investment return on an initial principal amount is reinvested at a stated compounded rate until maturity, at which time the investor receives a single payment representing both the initial principal amount and the total investment return.

Capital Budget. A plan or proposal for capital outlays and the means of financing them.

Capital Improvement Program (CIP). A financial plan for capital improvements with single and multiple-year expenditures to meet capital needs arising from the assessment of long-term needs. It sets forth each project in which the government is to have a part and specifies the full resources estimated to be available to finance the projected expenditures.



Capital Projects Fund. A fund that accounts for the construction, rehabilitation, and acquisition of capital assets, such as buildings, equipment, and roads.

Capitalized Expenditures. Expenditures resulting in the acquisition and/or construction of fixed assets.

Capitalized Project. A project that is recorded as a capital asset on the balance sheet, rather than as an expense on the income statement. The project is one that is expected to benefit the business for more than a year, often creating a long-term asset.

CDIAC. California Debt and Advisory Commission (“CDIAC”)

Certificates of Participation. A financial instrument representing a proportionate interest in payments such as lease payments by one party (such as a city acting as a lessee) to another party (often a JPA or non-profit).

Cohort. With respect to COVID-19, a stable group of no more than 14 children or youth and no more than two supervising adults in a supervised environment in which supervising adults and children stay together for all activities (e.g., meals, recreation, etc.), and avoid contact with people outside of their group in the setting.

Commercial Linkage Fee. Pursuant to Municipal Code Section 8.51, this fee applies to certain commercial development to help pay for construction, acquisition, or financing of new or existing multi-family affordable housing projects.

Committed Fund Balance. Funds that have been committed by Council via resolution for a specific purpose. A resolution is required to amend or rescind committed balances.

Competitive Sale. A sale of bonds in which an underwriter or syndicate of underwriters submit sealed bids to purchase the bonds. Bids are awarded on a true interest cost basis (TIC), providing that other bidding requirements are satisfied. Competitive sales are recommended for simple financings with a strong underlying credit rating. This type of sale is in contrast to a Negotiated Sale

Comprehensive Annual Financial Report. A set of financial statements prepared by City staff and audited by an outside accounting firm annually.

Contact Tracing Program. Process of identifying persons who may have come into contact with a person infected with a disease, and subsequent collection of further information about these contacts.

Contracted Services. Services rendered in support of City operations and activities by external parties. These may be based upon either formal contracts or ad hoc charges.

Contingency. A budgetary reserve set-aside for emergencies or unforeseen expenditures not otherwise budgeted.

Continuing Disclosure. The requirement by the Securities and Exchange Commission for most issuers of municipal debt to post current financial information and notices of enumerated events on the MSRB’s EMMA website for access by the general marketplace.

Cost Accounting. The method of accounting that provides for assembling and recording of all the elements of cost incurred to accomplish a purpose, to carry on an activity or operation, or to complete a unit of work or a specific job.

Cost of Services Fees. Charges for services levied by the City to recover costs associated with providing a service or permitting an activity. They include such fees as recreational fees, plan checking fees, building permit fees, etc. Components of the full cost of service include direct labor costs, indirect labor costs, specific direct non-labor costs where applicable, allocated non-labor costs, and allocated City-wide overhead.



COVID-19. Disease (novel coronavirus disease 2019) caused by the virus SARS-CoV-2. The virus has spread to many countries around the world, including the United States, prompting the World Health Organization to declare a pandemic. A pandemic occurs when the whole world is experiencing the same disease at the same time.

Credit Rating Agency. A company that rates the relative credit quality of a bond issue and assigns a letter rating. These rating agencies include Moody's Investors Service, Standard & Poor's, and Fitch Ratings.

Debt Limit. The maximum amount of debt that is legally permitted by applicable charter, constitution, or statutes.

Debt Service. The amount necessary to pay principal and interest requirements on outstanding bonds for a given year or series of years.

Debt Service Fund. A fund established for the payment of interest and principal on all debt other than those payable exclusively from special assessments.

Default. The failure to pay principal or interest in full or on time and, in some cases, the failure to comply with non-payment obligations after notice and the opportunity to cure.

Department. A major organizational group of the City with overall management responsibility for an operation or a group of related operations within a functional area.

Depreciation. (1) Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy, or obsolescence; (2) That portion of the cost of a capital asset that is charged as an expense during a particular period.

Derivative. A financial instrument which derives its own value from the value of another instrument, usually an underlying asset such as a stock, bond, or an underlying reference such as an interest rate index.

Disclosure Counsel. A specialized, qualified attorney retained to provide advice on issuer disclosure obligations, to prepare the official statement and to prepare the continuing disclosure undertaking.

Discount. The difference between a bond's par value and the price for which it is sold when the latter is less than par. Also known as "underwriter discount," this is the fee paid to the underwriter its banking and bond marketing services.

Division. An organizational subgroup of a department.

Employee Services. Salaries plus fringe benefits earned by employees of the organization for work performed.

Encumbrance. The commitment of appropriated funds to purchase goods that have not yet been received, or services that have yet to be rendered.

Enterprise Activity. revenue generating project or business. The project often provides funds necessary to pay debt service on securities issued to finance the facility. Common examples include water, wastewater and solid waste enterprises

Enterprise Fund. A fund established to account for operations financed and operated in a manner similar to private business enterprises. In this case, the governing body intends that costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.



Entitlement. The amount of payment to which a state or local government is entitled pursuant to an allocation formula contained in applicable statutes.

ERAF. Educational Revenue Augmentation Fund. A shift of property tax revenue from local agencies to the State.

Expenditure. Decreases in net financial resources. Expenditures include current operating expenses, which require the current or future use of net current assets, debt service, and capital outlays.

Financing Team. The working group of City staff and outside consultants necessary to complete a debt issuance.

Fiscal Year (FY). A 12-month period (for the City July 1st through June 30th) to which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operations.

Fixed Assets. Equipment costing \$5,000 or more, including tax, and not qualifying as a capital improvement project.

Full-Time Equivalent (FTE). The conversion of full-time and part-time employee hours to an equivalent of a full-time position. For example, one person working half-time would count as 0.5 FTE. One full-time equivalent equals 2,080 hours of work per year,

Fund. A fiscal and accounting entity with a self-balancing set of accounts in which cash and other financial resources, all related liabilities and residual equities, or balances, and changes therein, are recorded and segregated to carry on specific activities or attain certain objectives in accordance with special regulations, restrictions, or limitations.

Fund Balance. The amount of financial resources available for use. Also known as financial position, fund balance is the excess of assets over liabilities, and represents the cumulative effect of revenues and other financing sources over expenditure and other financing issues.

Gann Limit. An absolute dollar limit on the amount of funds derived from taxes that the City can legally appropriate and expend each fiscal year, as specified by Article 13-B of the State Constitution. Any tax revenues in excess of the Gann Limit must be returned to taxpayers.

GASB 34. The Government Accounting Standards Board (GASB), which defines the criteria that auditors use to judge the adequacy of local and state government financial statements, has changed long-standing practices by requiring that government entities include reporting of their capital assets in their annual balance sheet and income statement. GASB Statement No. 34, adopted in June 1999, for the first time highlights the costs of acquiring, owning, operating, and maintaining public works infrastructure for government-bond holders and the public at large.

GASB 45. GASB Statement No. 45, new accounting standards for Other Post-Employment Benefits (OPEB) addresses how state and local governments account for and report post-employment healthcare and other non-pension benefits. The statement generally requires that the state and local governments account for and report the annual cost of OPEB and the outstanding obligations and commitments related to OPEB in essentially the same manner as they currently do for pensions.

GASB 68. GASB Statement No. 68, Accounting and Financial Reporting for Pensions – an amendment of GASB Statement No. 27 – improves accounting and financial reporting by state and local governments for pensions. This statement establishes standards for measuring and recognizing liabilities and expenditures and identifies the methods and assumptions that should be used to calculate those liabilities and expenditures.

General Fund. The primary operating fund used to account for most day-to-day activities.



General Obligation (GO) Bond. A municipal bond backed solely by the credit and taxing power of the issuing jurisdiction rather than the revenue from a given project. General obligation bonds are issued with the belief that a municipality will be able to repay its debt obligation through taxation or revenue from projects. A bond secured by an unlimited property tax pledge. Requires a two-thirds vote by the electorate. GO bonds usually achieve lower rates of interest than other financing instruments since they are considered to be a lower risk.

Generally Accepted Accounting Principles (GAAP). Uniform minimum standards of/and guidelines for financial accounting and reporting. They govern the form and content of the basic financial statements of an entity. GAAP encompasses the conventions, rules, and procedures necessary to define accepted accounting practices at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. GAAP provides a standard by which to measure financial presentations.

Governmental Funds. The group of funds that are composed of the General Fund, Special Revenue Funds, Debt Service Funds, Capital Projects Funds, and Permanent Funds.

Grants. Contributions of cash or other assets from another governmental agency (usually) to be expended or used for a specified purpose, activity, or facility.

Housing Authority. Responsible for handling Housing assets and operations of the former Redevelopment Agency (RDA).

Indenture. A contract between the issuer and the trustee stipulating the characteristics of the financial instrument, the issuer's obligation to pay debt service, and the remedies available to the trustee in the event of default.

Infrastructure. All City-owned facilities supporting the operation of the governmental unit. It includes streets, roads, bridges, curbs and gutters, parks, water and sewer lines, storm drains, water pump stations and reservoirs, water wells, sewer lift stations, all government buildings, and related facilities.

Issuance Costs. The costs incurred by the bond issuer during the planning and sale of securities. These costs include by are not limited to municipal advisory, bond counsel, disclosure counsel, printing, advertising costs, credit enhancement, rating agencies fees, and other expenses incurred in the marketing of an issue.

Internal Service Fund. A fund used to account for the financing of goods or services provided by one department to other departments on a cost-reimbursement basis.

Investment. Securities and real estate purchased and held for the production of income in the form of interest, dividends, rentals, or base payments.

Lease. An obligation wherein a lessee agrees to make payments to a lessor in exchange for the use of certain property. The term may refer to a capital lease or to an operating lease.

Lease Purchase. Contractual agreements which are termed leases, but whose lease amount is applied to the purchase (as with a COP debt).

Lease Revenue Bonds. Bonds that are secured by an obligation of one party to make annual lease payments to another.

Line Item. The description of an object of expenditure, i.e., salaries, benefits, professional services, etc.

Long Term Debt. Debt with a maturity of more than one year after the date of the issue.

Major Funds. Funds whose revenues, expenditures/expenses, assets, or liabilities (excluding extraordinary items) are at least 10 percent of corresponding totals for all governmental or enterprise funds



and at least five percent of the aggregate amount for all governmental and enterprise funds. Any other fund may be reported as a major fund if the government's officials believe that fund is particularly important to financial statement users.

Materials & Services. Expenses that are charged directly as a part of the cost of a service.

Maturities. The dates on which the principal or state values of investments or debt obligations mature and may be reclaimed.

Maturity Date. The date upon which a specified amount of debt principal or bonds matures, or becomes due and payable by the issuer of the debt.

Measure A/K. Measure A was passed originally in 1988 and then extended by voters in 2017 as Measure K (to 2043) to improve transit and relieve traffic congestion and includes funds for local community shuttle services, railroad/street grade separations, and a major infusion of tax dollars for pedestrian and bicycle projects and some operating funds that can be channeled to Caltrans.

Modified Accrual Basis. The accrual basis of accounting where revenues are recognized when they become both “measurable” and “available” to finance expenditures of the current period. All governmental funds and agency funds are accounted for using the modified accrual basis of accounting.

Municipal Advisor. A consultant who provides the issuer with advice on the structure of the bond issue, timing, terms and related matters for a new bond issue.

Municipal Securities Rulemaking Board (MSRB). A self-regulating organization established on September 5, 1975 upon the appointment of a 15-member board by the Securities and Exchange Agreement. The MSRB, comprised of representatives from investment banking firms, dealer bank representatives, and public representatives, is entrusted with the responsibility of writing rules of conduct for the municipal securities market. The MSRB hosts the EMMA website, which hosts information posted by issuers under their continuing disclosure undertakings.

Negotiated Sale. A sale of securities in which the terms of the sale are determined through negotiation between the issuer and the purchaser, typically an underwriter, without competitive bidding. The negotiated sales process provides control over the financing structure and issuance timing. Negotiated sales are recommended for unusual financing terms, period of market volatility and weaker credit quality. A thorough evaluation, usually with the assistance of the City's Municipal Advisor, of the proposed bond's credit characteristics in conjunction with market conditions will be performed to ensure reasonable final pricing and underwriting spread.

Net Allocation. The amount of funding designated to each expenditure line. Rather than reallocating the entire revised amount, a net allocation allocates only amounts that update the previous allocations.

Net Income (Loss). Proprietary fund excess (deficit) of operating revenues and operating transfers-in over operating expenses, non-operating expenses, and operating transfers-out.

Net Present Value (NPV). A financial measurement whereby savings of a transaction are discounted back to money into a “today's” dollars equivalent. Often the discount rate used is the true interest cost (TIC—see definition below) rate on the proposed new bond issuance. Typically, in the municipal market place it is common to then divide the NPV value by the outstanding par amount of the bonds that are to be refunded to develop a percentage value.

Non-Capitalized Project. A project that is treated as an expense on the income statement. The project has a short lifespan and is considered part of the ordinary course of business.

Non-Major Funds. Funds whose revenues, expenditures/expenses, assets, or liabilities (excluding extraordinary items) are smaller or less significant funds.

Non-Operating Expenses. Proprietary fund expenses not directly related to the fund's primary activities (e.g., interest)



Non-Operating Revenues. Proprietary fund revenues incidental to, or by-products of, the fund's primary activities.

Official Statement (Prospectus). A document published by the issuer in connection with a primary offering of securities that discloses material information on a new security issue including the purposes of the issue, how the securities will be repaid, and the financial, economic and social characteristics of the security for the bonds. Investors may use this information to evaluate the credit quality of the securities.

Operating Expenses. Proprietary fund expenses related directly to the fund's primary activities.

Operating Income. The excess of proprietary fund operating revenues over operating expenses.

Operating Revenues. Proprietary funds revenues directly related to the fund's primary activities. They consist primarily of user charges for goods and services.

Operating Transfers. Legally authorized transfers from a fund receiving revenue to the fund through which the resources are to be expended, such as transfers from the General Fund to a Special Revenue or Capital Projects Fund.

Ordinance. A formal legislative enactment by the City Council. If it is not in conflict with any higher form of law, it has the full force and effect of law within the boundaries of the city.

Other Post Employment Benefits. Benefits that an employee will begin to receive at the start of retirement that does not include pension benefits paid to the retired employees. These benefits vary depending on bargaining groups and employee's date of hire.

Oversight Board. Composed of seven members to direct the staff of the Redevelopment Agency successor agency to perform work in furtherance of the oversight board's duties and responsibilities. The board shall have fiduciary responsibilities to holders of enforceable obligations and the taxing entities that benefit from distribution of property tax and other revenues.

Par Value. The face value or principal amount of a security.

Park Facility Development Fee. Pursuant to Municipal Code section 3.34, the Park Facility Development Fee is imposed on all new development since new development in the city generates a need for added facilities and an increased demand on existing facilities.

Park in-Lieu Fee. Pursuant to Municipal Code 17.32.030, the Park in-Lieu fee funds the acquisition, construction, and major improvement of City parks.

Pension Obligation Bonds. Financing instruments used to pay some or all of the unfunded pension liability of a pension plan. POBs are issued as taxable instruments over a 10-40 year term or by matching the term with the amortization period of the outstanding unfunded actuarial accrued liability.

Performance Measures. A series of indicators that measures levels of services and results.

Permanent Fund. A fund that accounts for resources that cannot be expended, but must be held in perpetuity. Generally, these resources are invested and a government may spend the earnings, often for a purpose specified by the provider of the resources.

Preliminary Budget. A budget in its preliminary preparation stage prior to review and formulation by the City Council. In the preliminary stage, a budget forecasts current costs into the future and new or modified spending proposals for the future.

Premium. The excess of the price at which a bond is sold over its face value.

Present Value. The value of a future amount or stream of revenues or expenditures.



Pricing Consultant. The Pricing Consultant provides a fairness letter to the City or its agent regarding the pricing of a new issue of municipal securities.

Private Placement. A bond issue that is structured specifically for one purchaser. Private placements are typically carried out when extraneous circumstances preclude public offerings. A private placement is considered to be a negotiated sale.

Program. Group activities, operations, or organization units directed to attaining specific purposes or objectives.

Program Purpose. A general statement explaining the reason a particular program or division exists.

Property Tax. An ad valorem tax imposed on real property, based upon the value of the property.

Proprietary Fund. The classification used to account for a government's ongoing organizations and activities that are similar to those often found in the private sector (i.e., enterprise and internal service funds). All assets, liabilities, equities, revenues, expenses, and transfers relating to the government's business and quasi-business activities are accounted for through proprietary funds.

Public Safety Power Shutoff (PSPS). Action determined to be necessary by PG&E to turn off electricity in the interest of public safety when severe weather threatens a portion of the electricity system. High temperatures, extreme dryness, and record-high winds could create conditions in our state where any spark at the wrong time and place can lead to a major wildfire.

Recognized Obligation Payment Schedule. A permanent schedule of obligations that replaces the Existing Obligation Payment schedule once it is approved by the Oversight Board to the Successor Agency to the Former Redevelopment Agency.

Redemption. Depending on an issue's call provisions, an issuer may on certain dates and at certain premiums, redeem or call specific outstanding maturities. When a bond or certificate is redeemed, the issuer is required to pay the maturities' par value, the accrued interest to the call date, plus any premium required by the issue's call provisions.

Refunding. A procedure whereby an issuer refinances an outstanding debt issue by issuing a new debt issue.

Reserve Fund. A fund established by the indenture of a bond issue into which money is deposited for payment of debt service in case of a shortfall in current revenues.

Reserved Fund Balance. Those portions of fund balance that have not been appropriated for expenditure or that are legally segregated for a specific future use.

Resolution. A special or temporary order of the City Council requiring less formality than an ordinance.

Restricted Fund Balance. Non-spendable or restricted fund balances are amounts restricted by external parties or contracts.

Restrictive Covenant. A document recorded against a property that describes any land use limitations or conditions associated with that property.

Revenue Bond. A bond which is payable from a specific source of revenue and to which the full faith and credit of an issuer is not pledged. Revenue bonds are payable from identified sources of revenue, and do not permit the bondholders to compel a jurisdiction to pay debt service from any other source. Pledged revenues often are derived from the operation of an enterprise.



Revenues. (1) Increases in net current assets of a governmental fund type from other than expenditure refunds and residual equity transfer. (2) Increases in the net total assets of a proprietary fund type from sources other than expense refunds, capital contributions, and residual equity transfers.

Revised Budget. Also known as “Amended Budget”, this is the official budget as adopted and as amended by the City Council through the course of a fiscal year.

Risk Management. All the ways and means used to avoid accidental loss or to reduce its consequences if it does occur.

Rule 15c2-12. Rule adopted by the Securities and Exchange Commission setting forth certain obligations of (i) underwriters to receive, review and disseminate official statements prepared by issuers of most primary offering of municipal securities, (ii) underwriters to obtain continuing disclosure agreements from issuers and other obligated persons to provide ongoing annual financial information on a continuing basis, and (iii) broker-dealers to have access to such continuing disclosure in order to make recommendations of municipal securities in the secondary market.

Sales Tax. A tax on sales or on the receipts from sales.

Secondary Market. The market in which bonds are sold after their initial sale in the new issue market.

Serial Bonds. Bonds of an issue that mature in consecutive years or other intervals and are not subject to mandatory sinking fund provisions.

Self-Insurance. A term often used to describe the retention by an entity of a risk of loss arising out of the ownership of property or from some other cause, instead of transferring that risk to an independent third party through the purchase of an insurance policy. It is sometimes accompanied by the setting aside of assets to fund any related losses. Because no insurance is involved, the term self-insurance is a misnomer.

Service Level Measure. A statement describing an activity conducted or performed by the program/division. A program will usually have many Service Level Measures. Service Level Measures provide quantifiable and qualifiable information as to the level of service to be provided in relation to the level of fund indicated in the budget.

Service Reimbursements. Transactions that constitute reimbursements to a department/division for expenditures or expenses initially made from it but that properly apply to another department/division.

Sewer Capacity Charges. Pursuant to Municipal Code section 13.04.025, the sewer capacity charge is imposed on all new development. The charge is to recover costs for the City's sewer system infrastructure and assets that provide benefit to: a) new connections to the sanitary sewer system; and b) existing sanitary sewer connections that increase wastewater discharge.

Social Distancing. Also called “physical distancing”, a practice in which a safe space is maintained between two or more people not from the same household. Stay at least 6 feet (about 2 arms' length) from other people not from the same household in both indoor and outdoor spaces.

Special Revenue Fund. A fund used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

Special Tax Bonds. Bonds issued to fund eligible improvements and paid with special taxes levied in a community facilities district formed under the Mello-Roos Community Facilities Act of 1982, as amended, or other applicable law.

Specific Program Objectives. An “action” statement indicating the new or special activities proposed for a program.



State Revolving Fund Loan. A loan administered by a U.S. state for the purpose of providing low-interest loans for investments in water and sanitation infrastructure.

State Revolving Funds. The State Revolving Fund (SRF) loan is a low interest loan program for the construction of water infrastructure projects.

Strategic Plan. Document established and used by the City Council that identifies current issues, needs, and interests that are of strategic importance to the quality of life of the community.

Successor Agency. Agency established to comply with State law AB1X26 regarding the dissolution of the former RDA and liquidation of assets in a manner that maximizes value for local taxing entities.

Tax Allocation Bonds. Historically, tax allocation bonds referred to bonds issued under the Community Redevelopment Law to fund eligible capital facilities located within a redevelopment project area. However, as a result of the passage of AB X1 26, the San Carlos Redevelopment Agency has been dissolved and the successor agency's obligations are limited to performing certain enforceable obligations. The California Legislature has enacted a number of laws that establish alternative tax increment financing mechanisms, and tax allocation bonds may be issued by the City under these laws in the future.

Tax and Revenue Anticipation Notes (TRANS). Short term notes issued in anticipation of receiving tax receipts and revenues within a fiscal year. TRANS allow the municipality to manage the period of cash shortfalls resulting from a mismatch between timing of revenues and timing of expenditures.

Taxes. Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments. Neither does the term include charges for services rendered only to those paying such charges as, for example, user charges.

Term Bonds. Bonds that come due in a single maturity but where the issuer may agree to make periodic payments into a sinking fund for mandatory redemption of term bonds before maturity and for payment at maturity.

Traffic Impact Fee. Per Municipal Code section 8.50, the Traffic Impact Fee is assessed based upon evidence that a new development generates additional residents, employees, and structures, which in turn place an additional cumulative burden upon the local transportation system.

Transfers. Payments from one fund to another ideally for work or services provided, or to cover operating expense shortfalls.

Transient Occupancy Tax (TOT). Tax levied by cities on persons staying 30 days or less in room(s) in a hotel, inn, tourist home or house, motel, studio hotel, bachelor hotel, lodging house, rooming house, apartment house, dormitory, public or private club, mobile home or house trailer at a fixed location, or other similar structure.

True Interest Cost (TIC). Under this method of computing the interest expense to the issuer of bonds, true interest cost is defined as the rate necessary to discount the amounts payable on the respective principal and interest payment dates to the purchase price received for the new issue of bonds. Interest is assumed to be compounded semi-annually. TIC computations produce a figure slightly different from the net interest cost (NIC) method because TIC considers the time value of money while NIC does not.

Trust Fund. Funds used to account for assets held by a government in a trustee capacity for individuals, private organizations, other governments and/or funds.

Trustee. A bank retained by the issuer as custodian of bond proceeds and official representative of bondholders. The trustee ensures compliance with the indenture. In many cases, the trustee also acts as paying agent and is responsible for transmitting payments of interest and principal to the bondholders.



Unassigned Fund Balance. The portion of fund balance that is immediately available for use.

Underwriter. A broker-dealer that purchases a new issue of municipal securities from the issuer for resale in a primary offering. The bonds may be purchased either through a negotiated sale with the issuer or through a competitive sale.

Unfunded Liability. Money owed that do not have funds set aside. This is typically referring to the obligations under the pension system.

Water Infrastructure and Innovation Act. The Water Infrastructure Finance and Innovation Act of 2014 (WIFIA) established the WIFIA program, a federal credit program administered by the Environmental Protection Agency (EPA) for eligible water and wastewater infrastructure projects.

Way-Finding. Refers to information systems that guide people through a physical environment and enhance their understanding and experience of the space.

Wildfire Mitigation Plan (WMP). Provides details on PG&E's comprehensive Community Wildfire Safety Program (CWSP) and, incorporating lessons learned from the 2019 wildfire season, outlines the additional programs planned from 2020 to 2022 to prevent catastrophic wildfires. On February 7, 2020, PG&E submitted its 2020 plan in compliance with California SB 901, AB 1054, and with direction from the California Public Utilities Commission's (CPUC) Wildfire Safety Division.

Yield. The rate earned on an investment based on the price paid. The net rate of return, as a percentage, received by an investor on an investment. Yield calculations on a fixed income investment, such as a bond issue, take purchase price and coupon into account when calculating yield to maturity.



Commonly Used Acronyms in the City of San Carlos

2+2	Joint City/School Committee
AARP	American Association of Retired Persons
AB	Assembly Bill
ABAG	Association of Bay Area Governments
ACC	Adult Community Center
ACFR	Annual Comprehensive Financial Report
ADA	Americans with Disabilities Act
ADLP	Alameda de las Pulgas
ADU	Accessory Dwelling Unit
AED	Automatic External Defibrillator
AFSCME	American Federation of State, County, and Municipal Employees
ALPR	Automated License Plate Reader
ALS	Advance Life Support
ALUC	Airport Land Use Commission
ARPA	American Rescue Plan Act
ARC	Annual Required Contribution
ASAC	Athletic Sites Advisory Committee
ATP	Active Transportation Program
AV	Audio Visual
AYSO	American Youth Soccer Organization
BAAQMD	Bay Area Air Quality Management District
BAPA	Bay Area Procurement Alliance
BMPs	Best Management Practices
BMR	Below Market Rate
BR	Business Registration
BSCFD	Belmont San Carlos Fire Department
BSL	Biosafety Level
C/CAG	City/County Association of Governments of San Mateo County
CAD	Computer-Aided Dispatch System (Police)
CALCHA	California Community Housing Agency
CALOES	California Office of Emergency Services
CalOSHA	California Division of Occupational Safety and Health
CalPERS	California Public Employees' Retirement System
CAP	Climate Action Plan
CARB	California Air Resources Board
CARES	Coronavirus Aid, Relief, and Economic Security (Act)



C/CAG	City/County Association of Governments
CCTV	Closed Circuit Television
CDAA	California Disaster Assistance Act
CDC	Centers for Disease Control and Prevention
CDF	California Department of Forestry
CDIAC	California Debt and Investment Advisory Commission
CDPH	California Department of Public Health
CDTFA	California Department of Tax and Fee Administration
CEQA	California Environmental Quality Act
CERBT	California Employers' Retiree Benefit Trust
CERT	Community Emergency Response Team
CIP	Capital Improvement Program
CMAF	Climate Mitigation and Adaptation Plan
CMAQ	Congestion Management & Air Quality (subcommittee of C/CAG)
CMMS	Computerized Maintenance Management System
CMO	City Manager's Office
CMTA	California Municipal Treasurers Association
COOP	Continuity of Operations Plan
COVID-19	Coronavirus Disease 2019
CPI	Consumer Price Index
CPS	Countdown Pedestrian Signal
CPUC	California Public Utilities Commission
CPR	Cardiopulmonary Resuscitation
CRRD	Community Risk Reduction Division
CSAC	California State Association of Counties
CSC	City of San Carlos
CSCDA	California Statewide Communities Development Authority
CSMFO	California Society of Municipal Finance Officers
CSO	Community Services Officer
CWSP	Community Wildfire Safety Program
CYSA	California Youth Soccer Association
DARE	Drug & Alcohol Resistance Education
DBE	Disadvantaged Business Enterprise Program or Goal
DCC	Development Coordination Committee
DDLA	Disposition, Development, and Loan Agreement
DEIR	Draft Environmental Impact Statement
EAP	Employee Assistance Program
ECM	Enterprise Content Management
ECMS	Electronic Content Management System



EDAC	Economic Development Advisory Commission
EDD	(California) Employment Development Department
EDP	Economic Development Partnership
EIR	Environmental Impact Report/Statement
EOC	Emergency Operations Center
EOP	Emergency Operations Plan
ERAF	Education Revenue Augmentation Fund
ERP	Enterprise Resource Planning
EV	Electric Vehicle
FAQ	Frequently Asked Questions
FEMA	Federal Emergency Management Agency
FLSA	Fair Labor Standards Act
FMCSA	Federal Motor Carrier Safety Administration
FMLA	Family Medical Leave Act
FPPC	Fair Political Practices Commission
FSA	Flexible Spending Account
FTE	Full Time Equivalent
FY	Fiscal Year(s)
GAAP	Generally Accepted Accounting Principles
GASB	Governmental Accounting Standards Board
GCI	General Commercial Industrial
GDP	Gross Domestic Product
GESC	Greater East San Carlos
GFOA	Government Finance Officers Association
GIS	Geographical Information System
GO	General Obligation
HCD	(California Department of) Housing and Community Development
HCDC	Housing and Community Development Commission
HEART	Housing Endowment and Regional Trust of San Mateo County JPA
HHS	Department of Health and Human Services
HIA	Harbor Industrial Association
HIP	(or HIP Housing) – Human Investment Project
HLC	Housing Leadership Council
HSC	Health and Safety Code
HVAC	Heating Ventilation and Air Conditioning
IABA	Industrial Arts Business Association
IAP	Incident Action Plan
ICSC	International Council of Shopping Centers
IEDA	Industrial Employers Distributors Association



ILP	Intelligence Lead Policing
IPM	Integrated Pest Management
JADU	Junior Accessory Dwelling Unit
JPA	Joint Powers Authority or Joint Powers Agreement
LEAP	Local Early Action Planning
LHJ	Local Health Jurisdiction
LHMP	Local Hazard Mitigation Plan
LITE	Leader in Training Education
LSR	Local Street Rehabilitation
LTD	Long-Term Disability
LPR	License Plate Reader
MFA	Multi-Factor Authentication
MOU	Memorandum of Understanding
MRP	Municipal Regional Stormwater Permit
MSS	Managed Security Services
MTC	Metropolitan Transportation Commission
NAR	National Association of Realtors
NFPA	National Fire Protection Association
NOFA	Notice of Funding Availability
NPDES	National Pollutant Discharge Elimination System
NSF	Non-Sufficient Funds
NTMP	Neighborhood Traffic Management Program
NWS	National Weather Service
OES	Office of Emergency Services
OIG	Office of Inspector General
OPEB	Other Post-Employment Benefits
OTS	(California) Office of Traffic Safety
PAL	Police Activities League
PAMF	Palo Alto Medical Foundation
PARS	Public Agency Retirement Services
PC	Planning Commission
PCE	Peninsula Clean Energy
PCI	Pavement Condition Index
PCJPB	Peninsula Corridor Joint Powers Board or Caltrain Board
PD	Planned Development
PEMHCA	Public Employees' Medical and Hospital Care Act
PEPRA	California's Public Employees' Pension Reform Act of 2013
PERS	(aka CalPERS) Public Employees' Retirement System
PGE	Pacific Gas and Electric Company



PIO	Public Information Officer
PLAN	Pooled Liability Assurance Network
PPE	Personal Protective Equipment
PRA	Public Records Application
PRCC	Parks, Recreation & Culture Commission
PSPS	Public Safety Power Shutoff
PTA	Parent Teacher Association
PTC	Planning and Transportation Commission
PTCRA	Peninsula Traffic Congestion Relief Agency or Commute.org
RDA	Redevelopment Agency
RDRC	Residential Design Review Committee
REAP	Rural Energy for America
RFP	Request for Proposals
RFQ	Request for Qualifications
RHNA	Regional Housing Needs Allocation
RMS	Records Management System
ROPS	Recognized Obligation Payment Schedule
RPA	Request for Public Assistance
RPTTF	Redevelopment Property Tax Fund
RWQCB	Regional Water Quality Control Board
SA	Successor Agency
SAL	Sheriff's Activity League
SAMCAT	San Mateo County Telecommunications Authority
SAMCEDA	San Mateo County Economic Development Association
SAMTRANS	San Mateo County Transit District
SAN	Storage Area Network
SB	Senate Bill
SBWMA	South Bayside Waste Management Authority
SCADA	Supervisory Control and Data Acquisition
SCBA	Self-Contained Breathing Apparatus
SCDC	San Carlos Development Corporation
SCEF	San Carlos Education Fund
SCLL	San Carlos Little League
SCMC	San Carlos Municipal Code
SCU	San Carlos United
SCYC	San Carlos Youth Center
SCYSA	San Carlos Youth Softball Association
SDI	State Disability Insurance
SEC	Securities and Exchange Commission



SIR	Self Insured Retention
SLA	Service Level Agreement
SLEF	Supplemental Law Enforcement
SMC	San Mateo County
SOP	Standard Operating Procedure
SPUR	San Francisco Planning and Urban Research
SRF	State Revolving Fund
SRTS	Safe Route to School
SSO	Sanitary Sewer Overflow / Single Sign-On
SST	Sustainable Solution Turnkey
STEP	Saturated Traffic Enforcement Program
STOPP	Stormwater Pollution Prevention Program
SUI	State Unemployment Insurance
SVCW	Silicon Valley Clean Water
SVEDA	Silicon Valley Economic Development Alliance
SVIP	Sheriff's Volunteers in Policing
TA	Transportation Authority or San Mateo County Transportation Authority
TDM	Transportation Demand Management
TI	Tax Increment
TLC	Transportation for Livable Communities
TMA	Transportation Management Agency
TOT	Transient Occupancy Tax
UAL	Unfunded Accrued Liability
UAV	Unmanned Aerial Vehicle
UBC	Uniform Building Code
ULI	Urban Land Institute
VMT	Vehicle Miles Travelled
VLF	Vehicle License Fee
VPN	Virtual Private Network
VSP	Vision Service Plan
WDR	Waste Discharge Requirements
WHO	World Health Organization
WIFIA	Water Infrastructure and Innovation Act
WMP	Wildfire Mitigation Plan
YAC	Youth Advisory Commission
YC	Youth Center
ZEV	Zero-Emission Vehicle