

Accomplishments & Initiatives

Accomplishments

- BikePALS: grant funded outreach
- Visited all PAUSD Kindergartens: library cards
- New : Kono (online magazines in Chinese and Japanese), 3-D Printers, Seed Lending, Storyplay* (online children's illustrated books in French and English)

Initiatives

- Student Success Cards: PAUSD partnership
- New Total Business Solution for public copy system, scanning, PC management, and printing
- Complete eBranch implementation to enhance Library users' on-line and mobile experience, making collections and services more accessible in web searches




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Accomplishments & Initiatives

Accomplishments

- Created Water Efficiency Landscape Ordinance
- Received three awards (Trendsetting, Energy Efficiency, Inspection Education)
- Updated all building codes and ordinances to comply with the triennial building code change cycle
- Completed phase I of a II phase fee study
- Completed an electrification study related to fuel switching

Initiatives

- Launch the Citizen Right of Way Notification
- Complete phase II of the fee study
- Launch the automated expired permit notification
- Begin the development process for electronic plan review



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Significant Budget Proposals

Electronic Library Material Databases
(Ongoing net savings: \$58,800)

Administration Division Staffing Reorganization (Cost Neutral)

- 2.00 Positions adjusted to better align with roles/responsibilities



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Significant Budget Proposals

Operating Requests


- Permit System (Accela) Technical Support (Ongoing net costs: \$130,000)
- Technology Surcharge - establishes a two percent technology surcharge to all of DSD fees (Ongoing revenues: \$250,000)

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FY 2018 Proposed Operating Budget
Development Services Department

Operating Budget pp. 213-228
Finance Committee
May 4, 2017

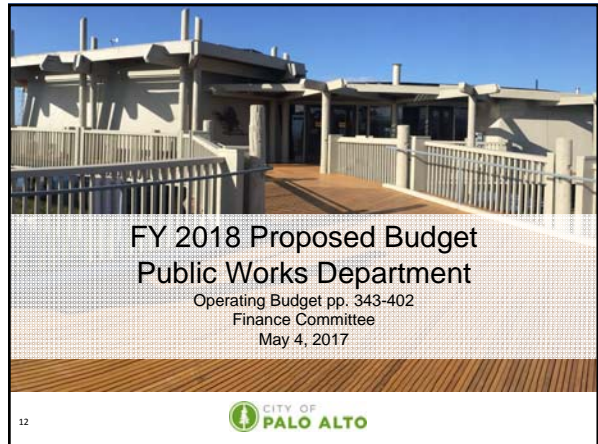


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FY 2018 Proposed Budget
Public Works Department

Operating Budget pp. 343-402
Finance Committee
May 4, 2017



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Accomplishments & Initiatives

Accomplishments

- Increased Pavement Condition Index (PCI) Score to 83 at the end of Calendar Year 2016
- Continued Implementation of the Council Infrastructure Plan
- Completed Byxbee Hills Park Upgrades
- Developed/Implemented New Dewatering Requirements

Initiatives

- Complete Matadero Creek Pump Station CIP
- Continue Implementing the Urban Forest Master Plan
- Design Advanced Water Purification Facility
- Continue Implementing Organizational Efficiencies as Outlined in the Facility Master Plan Study



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Accomplishments & Initiatives

Accomplishments

- Implemented 2nd of 3-Phase Commercial Recycle & Compost Ordinance
- Diverted ~1,700 Tons Residential Food Scraps
- Raised Fund RSR to within Guidelines

Initiatives

- Implement Phase Three Commercial Recycle & Compost Ordinance
- Reach to Divert >2,500 Tons Residential Food Scraps via Outreach & Education
- Continue GoBox Pilot, Adding Hot Beverage Containers
- Pilot to Increase HHW Station Use



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Significant Budget Proposals

Staffing Requests

- Staffing Realignment of +0.59 FTE from Capital Improvement Fund (+\$36,063 exp)
- Add/Drop 1.0 FTE Coordinator Public Works Projects for 1.0 FTE Building Serviceperson Lead (+\$16,164 exp)

Operating Requests

- Urban Forestry Mitigation Fee to Plant 200 Trees Annually (cost neutral)
- Municipal Fee Revenue Increase (ongoing: +\$160,235 rev)
- Tree Trimming Services Reduction (ongoing: -\$338,220 exp)
- Facilities and Street Ops Reduction and Realignment (ongoing: -\$124,000 exp)
- Shift Downtown Street Tree Lighting to University Ave. Parking District (ongoing: -\$76,201 exp)




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Significant Budget Proposals

Operating Requests

- Zero Waste Planning & Outreach (one-time: +\$525,000 exp; ongoing: +\$25,000 exp)
- Landfill Pipe Replacement & Groundwater Studies (one-time: +\$305,000 exp)
- Rate increase of 5% for residential, final year of three year plan

No Capital Improvement Projects in FY2018-FY2022



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**FY 2018 Proposed Budget
Refuse Fund**

Operating Budget pp. 368-378 and Capital Budget pp. 481-483
Finance Committee
May 4, 2017



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**FY 2018 Proposed Budget
Storm Drainage Fund**

Operating Budget pp. 379-387 and Capital Budget pp. 485-493
Finance Committee
May 4, 2017



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Accomplishments & Initiatives

Accomplishments

- Complete Construction Channing/Lincoln CIP
- Awarded Construction Contract Matadero CIP
- Storm Water Management Ballot Measure
- Developed Green Infrastructure Framework

Initiatives

- Begin Implementing Programs and Projects per Ballot Measure
- Develop Green Infrastructure Plan
- Continue Efforts With San Franciscoquito Creek Joint Powers Authority



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**FY 2018 Proposed Budget
Wastewater Treatment Fund**

Operating Budget pp. 395-402 and Capital Budget pp. 525-551
Finance Committee
May 06, 2017

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Significant Budget Proposals

Staffing Requests

- Shift 2.21 FTE from Wastewater Treatment Fund (ongoing: +\$346,648 exp)
- Add 1.0 Associate Engineer FTE (ongoing: +\$148,000 exp)

Operating Requests

- Storm Water Management Fee increase of 4.8% & Municipal Fees Increases (ongoing: +\$342,888 rev)
- Regulatory Requirements: Municipal Regional Permit & Green Infrastructure (ongoing: +\$341,000 exp)
- Fiber Connection for Pump Stations & Creek Monitors (ongoing: +\$72,828 exp)

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Accomplishments & Initiatives

Accomplishments

- Completed Advanced Water Purification Feasibility Study
- Initiated Recycled Water Strategic Plan
- Completed Design of, Awarded Construction Contract & Secured Funding for Sludge Dewatering & Truck Loadout Facility

Initiatives

- Construct Sludge Dewatering & Truck Loadout Facility
- Plan & Design FF Reactor, Primary Sed Tank Rehab and Lab/Env Svc Building
- Design Advanced Water Purification Facility
- Determine Feasibility Indirect Potable Reuse & Recycled Water Expansion




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Significant Budget Proposals

New Capital Improvement Projects FY2018-2022*

- Matadero Creek Storm Water Pump Station and Trunk Line Improvements – New Funding; Existing Project (FY2019; +\$2.2M exp)
- Storm Drainage Pump Stations to Adobe Creek (FY2020; +\$2.5M exp)
- Storm Drainage System Upgrades - East Bayshore Road & East Meadow Drive (FY2022; +\$1.3M exp)

*This 5 Year CIP implements 4 of the 13 new projects included in the Storm Water Management Fee Ballot Measure

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Significant Budget Proposals

Staffing Requests

- Pay scale adjustment Sr. Industrial Waste Investigator (ongoing: +\$9,000 exp)
- Shift 2.21 FTE to Storm Drainage Fund (ongoing: -\$346,648 exp)

Operating Requests


- Partner and Waste Hauler Revenue Adjustments (ongoing: +\$513,887 rev)

New Capital Improvement Projects FY2018-FY2022

- Outfall Line Construction (FY2019; +\$7.0M exp)

Major Changes to Capital Improvement Projects FY2018-FY2022

- Headworks Facility Replacement (FY2021; -\$36.1M exp)
- New Anaerobic Digesters to Replace Incinerators (Project eliminated; -\$3.4M exp)

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**FY 2018 Proposed Budget
Airport Fund**
Operating Budget pp. 360-367 Capital Budget pp. 319-341
Finance Committee
May 4, 2017



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**FY 2018 Proposed Budget
Vehicle Replacement Fund**
Operating Budget pp. 388-394 and Capital Budget pp. 623-647
Finance Committee
May 4, 2017



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Accomplishments & Initiatives

Accomplishments

- Developed and Implemented Fixed-Base Operator (FBO) Transition
- Completed Design & Construction Perimeter Fence CIP; Received Grant Reimbursements
- Completed Design & IFB Phase I Apron CIP

Initiatives

- Update & Adopt Rules and Regulations, Minimum Standards, and Guiding Documents
- Begin Developing Airport Business Plan
- Continue Seeking Grant Funding Opportunities





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Accomplishments & Initiatives

Accomplishments

- Delivered 52 Vehicles & 11 Pieces of Equipment

Initiatives

- Begin Implementing Cost Recovery Study Recommendations
- Continue to Reduce Replacement Vehicle Backlog
- Evaluate Success of Onsite Parts Pilot
- Evaluate Cost Recovery Options for Public Sales of Compressed Natural Gas





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Significant Budget Proposals

Staffing Requests


- Convert 0.96 FTE Hourly to one 1.0 FTE and one 0.5 FTE Facilities Technician positions (ongoing: +\$74,754 exp)

Operating Requests

- Rental/Lease and Tie-Down Income, adjust leases to market rates (ongoing : +\$1,011,509 rev)
- General Fund Loan (ongoing: +\$200,000 rev) to date \$2.9M
- Facilities Maintenance and Legal Fees (ongoing: +\$125,00 exp)

Major New Capital Improvement Projects FY2018-FY2022 (FAA 90% Funding)

- Apron Reconstruction – Existing Project; New Funding (+\$17.3M exp; +\$15.4M rev)
- Airfield Electrical Improvements (FY2019; +\$1.5M exp; +\$1.35M rev)
- Airport Layout Plan (FY2021; +\$330,000 exp; +\$297,000 rev)



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Significant Budget Proposals

No Operating Requests for FY 2018


New Capital Improvement Projects FY2018-FY2022

- FY 2022 Scheduled Vehicle & Equipment Replacement (+\$2.9M exp)



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End of Presentation



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PW – Zero Waste Rate Comparison and Breakdown

2017 Refuse Monthly Rate Comparison Minivan - 20 gallon cart



City	Rate (\$)
Mountain View	\$20.05
Berkeley	\$24.30
San Jose	\$25.40
San Francisco	\$25.47
Palo Alto	\$26.46
West Bay Laundry District	\$27.86
Los Altos Hills	\$28.84
Oakland	\$35.52
Albany	\$36.88
Union City	\$40.43

2017 Rates for Cities with Only 32 gal Carts Compared to Palo Alto's Weighted Average (minivan + 32gal)



City	Rate (\$)
Mountain View	\$30.17
Galaxy	\$31.00
San Jose	\$32.07
San Mateo	\$34.01
Palo Alto	\$36.29

What happened to Menlo Park?


Their minivan rate (\$13.91) is currently being evaluated to ensure that it complies with Proposition 218 requirements. The current rate does not include many costs embedded within the Palo Alto rate, including Zero Waste Services, Street Sweeping, and Landfill costs.



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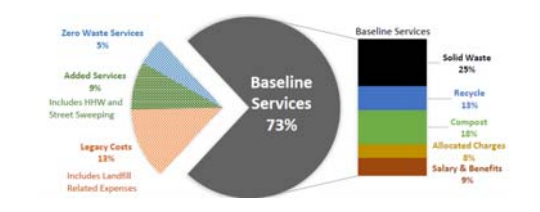

Information Technology – ERP Milestones

August 2016 – May 2017	Requirement gathering for ERP & CIS
July 2017	ERP RFP for solution selection Issued
By End of 2017	Solutions Selected for ERP & CIS
First Half of 2018	Contract Preparation and Awards for ERP & CIS
July 2018 to September 2018	RFP for Design & Implementation
October 2018 – June 2019	Design for ERP & CIS
July 2019 – June 30 2022	Implementation for ERP & CIS



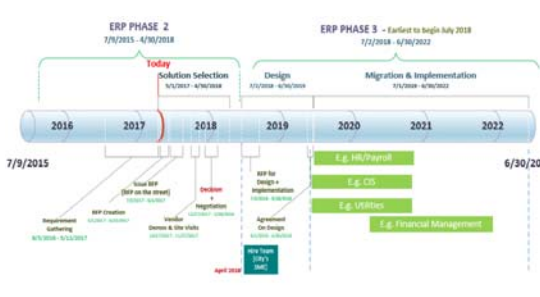
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Zero Waste Program Costs FY 2018 Estimate \$30.6 Million

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ERP Strategic Roadmap




ERP PHASE 2: 7/9/2015 - 4/30/2018

ERP PHASE 3 - Earliest to begin July 2018: 7/7/2018 - 6/30/2022

Key Milestones:

- 7/9/2015: Requirement Gathering
- 10/1/2016: RFP Issued
- 12/1/2016: Solution Selection
- 4/30/2018: Decision
- 7/7/2018: Design
- 6/30/2022: Migration & Implementation

Examples of systems: HR/Payroll, CIS, HR/HRIS, Financial Management.



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