



## Fiscal Year 2024 Budget Adjustments

Updated: 7/2/2024

The table below lists City Council approved budget amendments, as well as notes approved changes to the Table of Organization, by fiscal year and provides links to the corresponding City Manager Report or "CMR". The City Council approves numerous budget amendments in various funds as part of the Mid-year Budget Review report and the Budget Closing and Comprehensive Annual Financial Report which are referenced below, however are referenced as "various." Details of the adjustments approved can be referenced in the CMRs linked.



This table is organized by the date the action was approved then by Fund Category. The "CMR #" will link you to the corresponding City Manager Report and if additional reports are pertinent a note will be added to the end of the "CMR Title" for further reference. If the action impacts a capital improvement project, this will be noted in the "CIP Project" column, otherwise it will be denoted by an "N/A." In certain instances, the adjustment reflects a realignment within a fund, for example, increase Project A, decrease Project B. These adjustments are noted and explained under "NOTE".

Fund Category	Fund Name	Fund #	CMR #	CMR Title	CIP Project	Date Approved	Revenue	Expense	Fund Balance/ Reserve
Capital Project Funds	Capital Improvement Fund	471	<a href="#">2303-1192</a>	Acceptance of an Outdoor Environmental Education Facilities Grant from the California Department of Parks and Recreation in the amount of One Hundred and Sixty-Two Thousand Dollars (\$162,000) for Signage and Exhibits at the Palo Alto Baylands Nature Preserve, Approval of Deed Restrictions in the Baylands, and Approval of a FY 2024 Budget Amendment in the Capital Improvement Fund; CEQA – categorically exempt (Regulation 15311).	OS-24001	6/19/2023	162,000	162,000	\$ -
Capital Project Funds	Capital Improvement Fund	471	<a href="#">2305-1525</a>	Approve and Authorize the City Manager to Execute a Grant Agreement with the Federal Highway Administration (FHWA) to Develop the Palo Alto Safe Streets for All (SS4A) Action Plan by Receiving \$160,000 in Federal Funds and Requiring \$40,000 in City Matching Funds over Two Years and Approve a FY 2024 Budget Amendment in the Capital Improvement Fund; CEQA status – not a project.	PL-12000	6/19/2023	160,000	160,000	\$ -
Special Revenue Funds	Housing In-Lieu/Residential	233	<a href="#">2303-1122</a>	Approval of Contract Number C23187501 With Palo Alto Housing Corp (PAHC) Housing Services, LLC for a Not-to Exceed Amount of \$356,556 to Provide Administration and Consulting Services for the City's Below Market Rate Housing Program for a Term of Two-years through June 2025 and Approve an FY 2024 Budget Amendment in the Residential Housing In-Lieu Fund. CEQA Action: Agreements are not subject to CEQA.	N/A	8/7/2023	-	33,278	\$ (33,278)
General Fund	General Fund-Operating	102	<a href="#">2305-1406</a>	Approve Amendment No. 1 to Contract C21181034 with Rincon Consultants, Inc. for the Continued Work on the Housing Element Update, and Approval of a FY 2024 Budget Amendment in the General Fund for the Reappropriation of funds from FY 2023 to FY 2024. Environmental Review: Agreements are not subject to CEQA.	N/A	8/7/2023	-	168,776	\$ (168,776)
Special Revenue Funds	Housing In-Lieu/Residential	233	<a href="#">2306-1724</a>	Approval of FY 2024 Budget Amendment in the Residential Housing In-Lieu Fund for the Reappropriation of \$3.0 million from FY 2023 to FY 2024 for 231 Grant Avenue Loan Agreement; CEQA – Not a Project	N/A	8/7/2023	-	3,000,000	\$ (3,000,000)
General Fund	General Fund-Operating	102	<a href="#">2307-1797</a>	Approval of a General Services Contract with All City Management Services in an Amount not to Exceed \$3,920,865 Over a Five Year Term, for Crossing Guard Services; and Approval of a FY 2024 Budget Amendment in the General Fund (2/3 vote required); CEQA status - not a project.	N/A	8/7/2023	-	168,660	\$ (168,660)
Capital Project Funds	Capital Improvement Fund	471	<a href="#">2307-1798</a>	Approval of Contract C24187741A with Vance Brown, Inc., not to exceed \$370,881, for Repair of the Lytton Plaza Fountain and Approval of a Budget Amendment in the Capital Improvement Fund (2/3 vote required); CEQA status - Categorically exempt per regulation 15301 (existing facilities).	PG-06003	8/21/2023	-	131,511	\$ (131,511)
Enterprise Funds	Gas Fund - Operating	524	<a href="#">2212-0475</a>	Approve Participation in the GoGreen Home Energy Financing Program as Recommended by the Utilities Advisory Commission in an Amount Not-to-Exceed \$300,000 over a Term of up to Two Years, Authorizing the Execution of a Memorandum of Agreement with the California Alternative Energy and Advanced Transportation Financing Authority; and Approve a FY 2024 Budget Amendment in the Gas Fund; CEQA Status: Not a project	N/A	9/11/2023	-	300,000	\$ (300,000)
Enterprise Funds	Gas Fund - Operating	524	<a href="#">2306-1660</a>	Public Hearing: Adoption of a Resolution Approving Capped-Price Winter Natural Gas Purchases for Winter 2023-24 and Amending the FY 2024 Gas Fund Budget to Fund These Purchases; Amending the Gas Utility Long-term Plan Objectives, Strategies and Implementation Plan; and Amending Rate Schedules G-1 (Residential Gas Service), G-2 (Residential Master-Metered and Commercial Gas Service), G-3 (Large Commercial Gas Service), and G-10 (Compressed Natural Gas Service); CEQA status: not a project under Public Resources Code 15378(b)(5) and exempt under Public Resources Code 15273(a)	N/A	9/18/2023	2,000,000	2,000,000	\$ -
Capital Project Funds	Capital Improvement Fund	471	<a href="#">2308-1921</a>	Approval of Construction Contract C24187742 with OBS Engineering Inc., in the Amount Not-to-Exceed \$383,400 for Cameron Park Improvements, Capital Improvement Project PG-14002; Authorization of Contract Contingency in an Amount Not-to-Exceed \$38,340 for Related, Additional but Unforeseen Work Which May Develop During the Project; and Approval of a Budget Amendment in the Capital Improvement Fund; CEQA status - Categorically exempt per regulation 15301 (existing facilities).	PG-14002	9/18/2023	-	75,929	\$ (75,929)
Various	Various	Various	<a href="#">2309-1987</a>	Approve Three Contracts for Landscape Maintenance Services: 1) a Five-year Contract with BrightView Landscape Services, Inc., in the Amount of \$12,288,093; 2) a Five-year Contract with Gachina Landscape Management, Inc., in the Amount of \$516,740; and 3) a Five-year Contract with Grassroots Ecology in the Amount of \$529,459 for Specification for Habitat Restoration in Foothills Nature Preserve and Adobe Creek Pedestrian Bridge Native Plant Restoration; Approval of Contract Amendment No. 2 to Contract C18170810A with BrightView Landscape Services, Inc. to increase the Not to Exceed amount by \$75,152 to provide weekend services for a three-month contract extension; and Approval of Budget Amendments in Multiple Funds (2/3 vote required) as Recommended by the Finance Committee; CEQA status - Categorically exempt per regulation 15301 (existing facilities) and 15304 (minor alterations).	N/A	10/2/2023	Various	Various	Various

General Fund	General Fund-Operating	102	<a href="#">2309-2038</a>	Approve Additional Funding for the Human Services Resource Allocation Process for Ada's Cafe and Approve a Budget Amendment in the General Fund. CEQA Status – Not A Project.	N/A	10/16/2023	-	45,000	\$	(45,000)
Enterprise Funds	Gas Fund - Operating	524	<a href="#">2307-1742</a>	Approval of Contract Number C241879031 With Daleo, Inc. in the Amount of \$7,826,860 for the Gas Main Replacement Project 24B (GS-14003) on University Avenue and surrounding streets in the University Park and Crescent Park neighborhoods, at a business district complex adjacent to Geng Road, and at Town & Country Village Plaza at Embarcadero Road and El Camino Real including water main and service replacements at this location; Authorization for the City Manager to Negotiate and Execute Related Change Orders Not-to-Exceed of \$782,686, for a Total Not-to-Exceed Amount of \$8,609,546; and Approval of Budget Amendments in the Gas and Water Funds. CEQA status – Exempt per CEQA Guidelines 15302(c) (Replacement or Reconstruction of Existing Facilities).	GS-15000 GS-14003	10/16/2023	171,590	171,590	\$	-
Enterprise Funds	Water Fund - Operating	522	<a href="#">2307-1742</a>	Approval of Contract Number C241879031 With Daleo, Inc. in the Amount of \$7,826,860 for the Gas Main Replacement Project 24B (GS-14003) on University Avenue and surrounding streets in the University Park and Crescent Park neighborhoods, at a business district complex adjacent to Geng Road, and at Town & Country Village Plaza at Embarcadero Road and El Camino Real including water main and service replacements at this location; Authorization for the City Manager to Negotiate and Execute Related Change Orders Not-to-Exceed of \$782,686, for a Total Not-to-Exceed Amount of \$8,609,546; and Approval of Budget Amendments in the Gas and Water Funds. CEQA status – Exempt per CEQA Guidelines 15302(c) (Replacement or Reconstruction of Existing Facilities).	GS-15000 GS-14003	10/16/2023	-	171,590	\$	(171,590)
Capital Project Funds	Capital Improvement Fund	471	<a href="#">2308-1935</a>	Update on the Memorandum of Understanding and Funding Agreement with Peninsula Corridor Joint Powers Board (JPB/Caltrain) and the City of Menlo Park Regarding Emergency Repairs to the North Bank of San Francisquito Creek and Approval of a Fiscal Year 2024 Budget Amendment in the Capital Improvement Fund; CEQA exempt per Reg. 15269.	AS-10000 PE-20001	10/16/2023	-	1,070,000	\$	(1,070,000)
Various	Various	Various	<a href="#">2307-1769</a>	Approval of FY 2023 Reappropriations Requests and Amendments to the FY 2024 Budget Appropriation. CEQA Status: Not a Project	Various	10/23/2023	Various	Various	Various	Various
Special Revenue Funds	Law Enforcement Services	248	<a href="#">2308-1926</a>	Approval of the Acceptance of State of California Citizens Options for Public Safety (COPS) Funds of \$194,400 and a Budget Amendment in the Supplemental Law Enforcement Services Fund (2/3 vote required) for front-line law enforcement expenses	N/A	11/6/2023	194,400	444,200	\$	(249,800)
General Fund	General Fund-Operating	102	<a href="#">2309-2053</a>	Approval of General Services Agreement Contract C24185703A with SWA Services Group, Inc. for a five-year term in an Amount Not-to-Exceed \$19,327,547 for Janitorial Cleaning and Maintenance Services, and Approval of a Fiscal Year 2024 Budget Amendment in the General Fund; CEQA status – Not a Project.	N/A	11/6/2023	-	200,000	\$	(200,000)
Special Revenue Funds	Housing In-Lieu/Residential	233	<a href="#">2310-2167</a>	Approval of Budget Amendments in the Residential Housing In-Lieu Fund and the General Fund to Reflect Prior City Council Funding Commitments for the Development of 525 East Charleston Road/Mitchell Park Place and Authorization of 525 East Charleston Road/Mitchell Park Place Loan Preparation and Execution	N/A	11/27/2023	-	1,500,000	\$	(1,500,000)
Special Revenue Funds	Permanent Local Housing Trust Fund	252	<a href="#">2310-2167</a>	Approval of Budget Amendments in the Residential Housing In-Lieu Fund and the General Fund to Reflect Prior City Council Funding Commitments for the Development of 525 East Charleston Road/Mitchell Park Place and Authorization of 525 East Charleston Road/Mitchell Park Place Loan Preparation and Execution	N/A	11/27/2023	1,500,000	1,500,000	\$	-
General Fund	General Fund-Operating	102	<a href="#">2310-2167</a>	Approval of Budget Amendments in the Residential Housing In-Lieu Fund and the General Fund to Reflect Prior City Council Funding Commitments for the Development of 525 East Charleston Road/Mitchell Park Place and Authorization of 525 East Charleston Road/Mitchell Park Place Loan Preparation and Execution	N/A	11/27/2023	3,000,000	3,000,000	\$	-
Special Revenue Funds	Law Enforcement Services	248	<a href="#">2309-2066</a>	Approve and Authorize the City Manager to Execute a Grant Agreement With the State of California Board of State and Community Corrections to Develop and Implement a Three-Year Program to Combat Organized Retail Theft with \$5.2 million in State Funds, Requiring \$0 in City Matching Funds; and Approve a FY 2024 Budget Amendment (Requires 2/3 approval) in the Supplemental Law Enforcement Services Fund; CEQA status – not a project.	N/A	12/4/2023	5,176,400	5,176,400	\$	-
General Fund	General Fund-Operating	102	<a href="#">2311-2216</a>	Recognize Permanent Local Housing Allocation Program (PLHA) Grant Funding from the State of California of \$592,367 for Homeless Outreach Services, Approve FY 2024 Budget Amendments in the General Fund, and Establish a Permanent Local Housing Allocation Program (PLHA) Grant Fund; CEQA status – not a project.	N/A	12/18/2023	(116,000)	(116,000)	\$	-
Special Revenue Funds	Permanent Local Housing Trust Fund	252	<a href="#">2311-2216</a>	Recognize Permanent Local Housing Allocation Program (PLHA) Grant Funding from the State of California of \$592,367 for Homeless Outreach Services, Approve FY 2024 Budget Amendments in the General Fund, and Establish a Permanent Local Housing Allocation Program (PLHA) Grant Fund; CEQA status – not a project.	N/A	12/18/2023	592,368	205,000	\$	387,368
Enterprise Funds	Electric Fund - Operating	523	<a href="#">2308-1939</a>	Approval of Professional Services Contract with Energy and Environmental Economics, Inc. (E3) for a Not-to-Exceed Amount of \$945,286 for the Sustainability and Climate Action Plan (S/CAP) Funding Study; Amendment to Professional Services Contract with Sterling Communications, Inc. to Amend the Scope, Extend the Timeline, and Increase Total Not-to-Exceed Compensation by \$75,000 (from \$85,000 to \$160,000); and a Budget Amendment in the Electric Fund for Acceptance of \$75,000 DEED grant for S/CAP Funding Study; CEQA Status – Not a Project.	N/A	1/16/2024	75,000	75,000	\$	-

Enterprise Funds	Electric Fund - Operating	523	<a href="#">2303-1213</a>	Approval of a Substation Improvement Agreement With Tesla Inc. to Install Improvements and Reserve Capacity at Hanover Substation, and Approval of a Fiscal Year 2024 Budget Amendment in the Electric Fund to Establish the Hanover Substation Upgrade Project (EL-24001); CEQA Status – Exempt under CEQA Guideline Sections 15301 and 15302	EL-24001	1/16/2024	-	15,000,000	\$	15,000,000
Various	Various	Various	<a href="#">2311-2233</a>	Discuss the FY 2024 Mid-Year Budget Review and Approve 1) FY 2024 Budget Amendments in Various Funds, and 2) Amendments to the FY 2024 Table of Organization to add 1.00 Full Time Equivalent (FTE) Position. CEQA Status – Not a Project.	Various	2/12/2024	Various	Various	Various	Various
General Fund	General Fund- Operating	102	<a href="#">2402-2596</a>	Approval of a Professional Services Agreement (Contract No. C24190819) Between the City of Palo Alto and Pets in Need for a Total Not-to-Exceed Amount of \$7,373,516 for a Five-year Term; and Amend the FY2024 Budget in the General Fund; CEQA status – categorically exempt.	N/A	3/18/2024	-	194,433	\$	(194,433)
Special Revenue Funds	Permanent Local Housing Trust Fund	253	<a href="#">2312-2330</a>	Adoption of a Resolution Authorizing Use of the City's Activity (1) Permanent Local Housing Allocation (PLHA) 2019, 2020, and 2021 Allocations for Predevelopment Activities, Construction, and/or Permanent Financing of New Affordable Housing at the Matadero Creek Affordable Housing Site, and Approve FY 2024 Budget Amendments in the Permanent Local Housing Allocation Fund; CEQA Status – not a project	N/A	3/18/2024	243,756	243,756	\$	-
Enterprise Funds	Gas Fund - Operating	524	<a href="#">2403-2724</a>	Staff Recommends Increasing the Budget for the Advanced Heat Pump Water Heater Pilot Program by \$846,000 to Increase Participation with Higher Rebates, and Amend the Fiscal Year Budget Appropriation for the Gas Fund; CEQA Status: Not a Project under CEQA Guidelines Section 15378(b)(5)	N/A	4/15/2024	-	846,000	\$	(846,000)
General Fund	General Fund- Operating	102	<a href="#">2404-2888</a>	Approval of a Budget Amendment in the General Fund for the Planning and Development Services Department's Deposit Based Fee Program for Private Development Studies in the Amount of the Net Zero \$300,000: CEQA – Not a Project	N/A	5/20/2024	300,000	300,000	\$	-
Capital Project Funds	Capital Improvement Fund	471	<a href="#">2405-3009</a>	Approval of Construction Contract Number C24190081 with Marina Landscape, Inc. in the Amount Not-to-exceed \$338,459 for Dog Park Installation and Renovation Project PG-18001; and Authorization of Contract Contingency in an Amount Not-to-Exceed \$50,769 for Related, Additional but Unforeseen Work Which May Develop During the Project; and Amend the FY2024 Budget in the Capital Improvement Fund (2/3 vote required); CEQA status – categorically exempt. NOTE: This action shifts \$74,045 from project PG-06003 to project PG-18001.	PG-06003 PG-18001	6/17/2024	-	-	\$	-
Enterprise Funds	Fiber Optics	533	<a href="#">2404-2842</a>	PUBLIC HEARING & PROPOSITION 218 HEARING: Finance Committee Recommends Adoption of Six Resolutions: 1) Approving the Fiscal Year 2025 Wastewater Collection Utility Financial Plan, Including Approval of a Short-Term Loan From the Fiber Optics Fund Reserve to the Wastewater Collection Fund Operations Reserve for Fiscal Year 2024, and Amending Wastewater Collection Rate Schedules S-1, S-2, S-6 and S-7; 2) Approving the Fiscal Year 2025 Water Utility Financial Plan, and Amending Water Rate Schedules W-1, W-2, W-3, W-4, and W-7; 3) Approving the Fiscal Year 2025 Gas Utility Financial Plan, and Amending Gas Rate Schedules G-1, G-2, G-3 and G-10; 4) Approving the Fiscal Year 2025 Electric Utility Financial Plan and Accepting the 2024 City of Palo Alto Electric Cost of Service and Rate Study, and Amending Electric Rate Schedules E-1, E-2, E-4, E-4 TOU, E-7, E-7 TOU, E-14, E-EEC-1, E-NSE- 1, E-2-G, E-4-G and E-7-G; 5) Amending Utility Rate Schedules EDF-1 and EDF-2 to Increase Dark Fiber Rates 2.6 Percent; 6) Amending Utility Rate Schedule D-1 Increasing the Storm Water Management Fee by 2.6 Percent per Month per Equivalent Residential Unit for FY 2025; CEQA Status: Not a project under CEQA Guidelines Sections 15378(b)(4) and (5) and Exempt Under Section 15273(a)	N/A	6/17/2024	-	3,000,000	\$	(3,000,000)
Enterprise Funds	Wastewater Collection - Operating	527	<a href="#">2404-2842</a>	PUBLIC HEARING & PROPOSITION 218 HEARING: Finance Committee Recommends Adoption of Six Resolutions: 1) Approving the Fiscal Year 2025 Wastewater Collection Utility Financial Plan, Including Approval of a Short-Term Loan From the Fiber Optics Fund Reserve to the Wastewater Collection Fund Operations Reserve for Fiscal Year 2024, and Amending Wastewater Collection Rate Schedules S-1, S-2, S-6 and S-7; 2) Approving the Fiscal Year 2025 Water Utility Financial Plan, and Amending Water Rate Schedules W-1, W-2, W-3, W-4, and W-7; 3) Approving the Fiscal Year 2025 Gas Utility Financial Plan, and Amending Gas Rate Schedules G-1, G-2, G-3 and G-10; 4) Approving the Fiscal Year 2025 Electric Utility Financial Plan and Accepting the 2024 City of Palo Alto Electric Cost of Service and Rate Study, and Amending Electric Rate Schedules E-1, E-2, E-4, E-4 TOU, E-7, E-7 TOU, E-14, E-EEC-1, E-NSE- 1, E-2-G, E-4-G and E-7-G; 5) Amending Utility Rate Schedules EDF-1 and EDF-2 to Increase Dark Fiber Rates 2.6 Percent; 6) Amending Utility Rate Schedule D-1 Increasing the Storm Water Management Fee by 2.6 Percent per Month per Equivalent Residential Unit for FY 2025; CEQA Status: Not a project under CEQA Guidelines Sections 15378(b)(4) and (5) and Exempt Under Section 15273(a)	N/A	6/17/2024	3,000,000	-	\$	3,000,000