

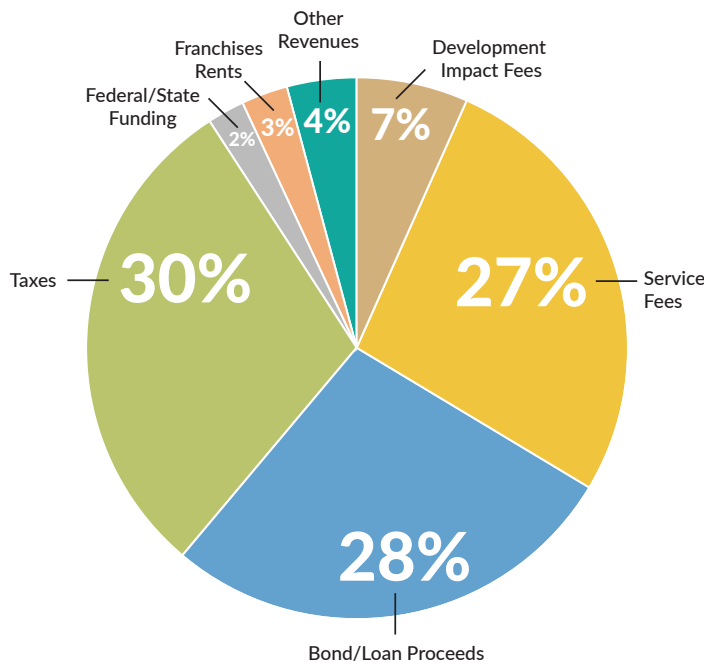
## BUDGET SUMMARY OVERVIEW

### I. FY 2025/26 Budget

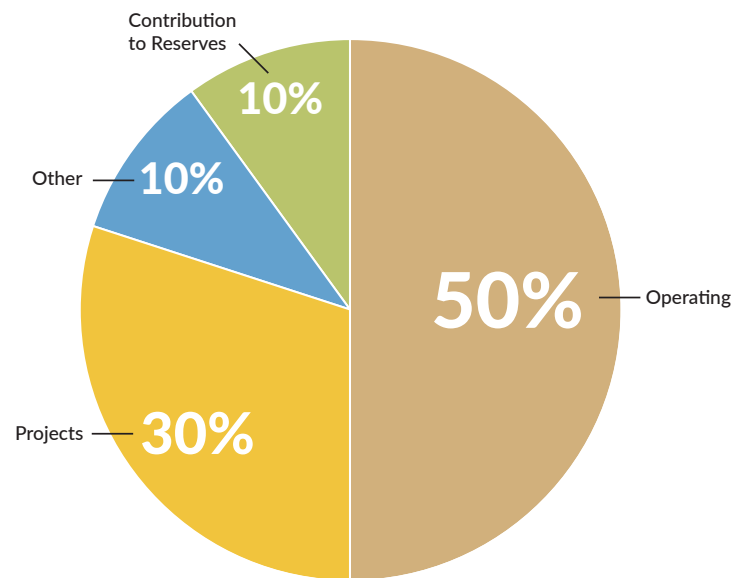
Three key elements to the City's budget and resource allocation plan provide the City's financial picture for both the short and long term: revenues, expenditures, and reserves. Accordingly, the City of Sunnyvale's FY 2025/26 Budget totals \$779.8 million, including \$392.4 million for City operations, \$234.3 million in project and equipment expenditures, \$78.1 million in other expenditures, and \$75.1 million in contributions to reserves. As a full-service city providing a host of essential services to the community, budgeted expenditures are funded from multiple sources including general taxes and revenues (General Fund), fee supported Enterprise Funds (Water, Wastewater, Solid Waste, Development Enterprise, etc.), restricted Special Revenue Funds (Housing, Park Dedication, Gas Tax, various grants, etc.), and significant loans and debt proceeds related to major capital projects.

The graphs below show revenues by source and use.

**FIGURE 1. REVENUES BY SOURCE – ALL FUNDS\***



**FIGURE 2. EXPENDITURES BY TYPE – ALL FUNDS\***



### II. Budget Development Process

The City performs a detailed review of operations and projects in alternating years. The FY 2025/26 Budget focuses on the projects budget. City staff conducted a thorough review of existing projects, and each department was allowed to propose new projects. The budget development process is the same whether it is an operating or projects budget year and consists of the three main phases outlined below. For more information on the budget development process, refer to the Budget Guide.

- 1) Baseline budget review phase – evaluate organizational structure and realign resources within existing service levels.
- 2) Adjusted baseline phase – revise revenue and expenditure assumptions to maintain existing commitments.
- 3) Service level/Project adjustment phase – consider service levels enhancements and/or reductions, changes in scope to existing projects, and new projects.

### III. Public Engagement on the Budget

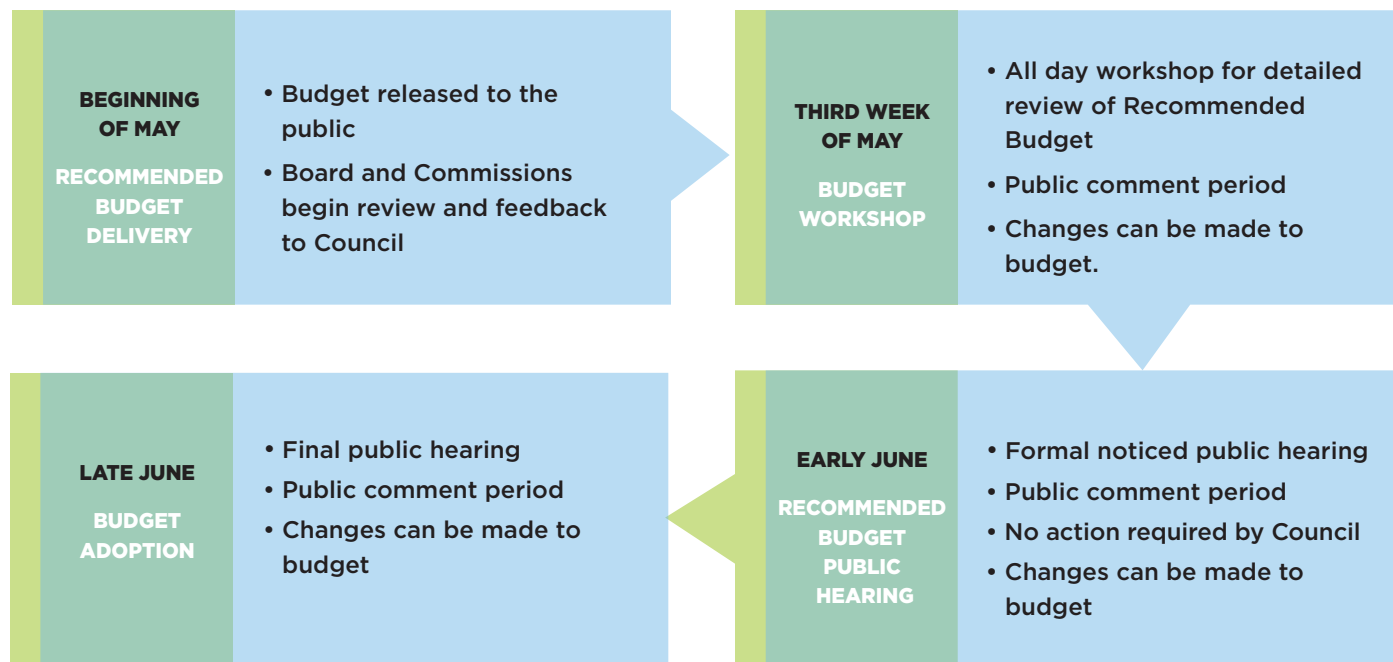
The City Council engages the public during budget development through several avenues. The most significant is the City Council's Strategic Workshop, which is held each year to discuss Council Policy Priorities. Early in the calendar year, the Council receives a progress update from staff on current Council Policy and Priorities. During that meeting, the Council seeks public input and provides direction to staff regarding the Council's priorities for the upcoming year and the allocation of resources to support these priorities.

Adopted Council Strategic Priorities considered with the FY 2025/26 Budget:

- A responsive, transparent and efficient city government
- An accessible, engaged and welcoming community
- A sustainable city: advancing climate action, active transportation and the Vision Zero Plan
- A model to prevent homelessness, prioritize new housing and support the unhoused community
- A city that invests in modern public infrastructure

The Study Issues (topics of concern that may result in new or revised policies) and Budget Proposals (proposals to add, delete, or change service levels) processes are another key aspect of public engagement on the City's budget. The City uses these formal processes to identify, prioritize, and manage the review of suggested topics during each calendar year. To this end, the Council holds an annual Study Issues and Budget Proposals public hearing and workshop, and determines the proposals to be referred to the Recommended Budget for funding consideration.

Lastly, the budget itself goes through a public and transparent process.



### IV. Budget Document

The budget document is organized into two volumes containing the following:

#### Volume 1 - Summary and Operating Budget:

- City Manager's Message;
- Budget Guide, Budget Summary, City Information, Statistics, Appropriations, Debt Service;
- Twenty-year financial plans with preceding narrative for each of the City's appropriated funds;

- Department Operating Budgets with service description, service highlights, and performance indicators tied to the City's General Plan goals; and
- Budget Supplements (proposals for new initiatives or service level changes that require specific Council approval).

## Volume 2 – Projects Budget

- Project Budget Guide;
- Budgeted projects are organized by project category (e.g., Traffic and Transportation Projects) with a brief narrative highlighting key projects in each section; and
- Individual project budgets with a description of each project's scope, fiscal impact, and relevant General Plan goals.

## FY 2025/26 BUDGET HIGHLIGHTS

This section highlights key assumptions and changes in the Recommended Budget for revenue, expenditures, and reserves. Detailed discussions regarding revenues, expenditures, and reserves can be found throughout the Adopted Budget.

### I. City Revenues and Resources

The City relies on multiple sources of revenue and the strategic use of reserves to fund community services at a stable and sustainable level. The largest revenue categories are taxes and service fees, followed by federal and state revenues (e.g., Gas Tax), and bond and loan proceeds to fund major capital initiatives.

#### Taxes

Taxes imposed by a government to raise revenue to support governmental activities are distinct from fees in that a tax does not need to be levied in proportion to the specific benefit received by a person or property. Almost all the City's tax revenues are general taxes received by the General Fund, the City's primary general-purpose fund. Taxes account for over 85% of the General Fund's revenues, supporting many of the City's most visible and essential services, including police, fire, road maintenance, libraries, and parks.

**FIGURE 3. – TOP TAX REVENUES**

Revenue Source	2022/23 Actual	2023/24 Actual	2024/25 Budget	2024/25 Revised Projection	2025/26 Proposed Projection
Property Tax*	\$120,086,118	\$129,062,478	\$131,816,996	\$134,452,405	\$138,622,234
Sales Tax*	38,358,415	40,715,300	37,378,546	40,763,594	40,546,351
Transient Occupancy Tax*	16,962,728	18,915,542	17,339,657	20,175,922	20,645,098
Utility Users Tax*	10,387,856	10,816,575	11,707,570	11,605,970	11,256,925
Construction Tax*	3,792,093	3,251,019	2,994,632	2,994,632	3,444,981
Gas Tax	4,812,320	5,385,095	5,249,942	5,249,942	5,298,769
RMRA Funds <sup>1</sup>	3,486,754	4,033,925	3,874,003	4,187,727	4,313,358
Measure B Funds <sup>2</sup>	2,678,747	3,587,328	4,162,225	4,162,225	4,876,000
<b>Total Top Tax Revenues</b>	<b>\$200,564,941</b>	<b>\$215,767,262</b>	<b>\$214,523,571</b>	<b>\$223,592,417</b>	<b>\$229,003,716</b>

\*General Fund tax

1. Road Maintenance and Rehabilitation Funds (Senate Bill 1)

2. Measure B is a half-cent countywide sales tax for transportation funding; does not include grants or allocation carryover from prior years

The current year's Top Tax revenue projections are updated during budget development. Based on year-to-date figures, FY 2024/25 top tax revenues will increase by approximately \$8 million over the prior fiscal year, primarily due to strong property value growth.

**Property Tax** revenue continues to be the backbone of the City's economic growth. Overall, assessed property values have increased by an average of 7% over the past five years. Secured Tax, the largest portion of Property Tax that is related to real property and improvements, is projected to increase by about 6% in FY 2025/26. However, high interest rates have slowed property turnover, and roll growth will be monitored closely.

The City also receives excess Educational Revenue Augmentation Fund (ERAF) funds. ERAF is local property tax revenue that is shifted to public school systems in each county to ensure a baseline level of funding. When the county auditors determine that the fund has enough money to meet the minimum state funding requirements for public schools and community colleges, the remaining funds are returned to local governments. The ERAF projection has been revised for FY 2024/25 to reflect the County's estimate of \$12.7 million. In FY 2025/26, 70% of the County's forecast of \$15.7 million is included, as there is some risk based on pending litigation and potential changes in State policy.

**Sales Tax**, the City's second-largest tax revenue source, has exceeded pre-pandemic levels. The largest segment of activity in the City's sales tax base is business-to-business sales, which are highly volatile. Some revenue is also considered one-time. Therefore, Sales Tax revenue is expected to remain fairly flat over the next three years as the economic situation unfolds. FY 2024/25 Sales Tax revenue experienced growth due to inflationary factors and has been revised upward from \$37.4 million to \$40.8 million, while FY 2025/26 is estimated to experience a slight decrease to \$40.5 million.

**Transient Occupancy Tax (TOT)** revenue is the City's third-largest General Fund revenue source. TOT has shown steady recovery from the height of the pandemic, during which TOT was the revenue source most affected, and continues to exceed expectations. The TOT projection of \$17.3 million in FY 2024/25 has been revised to \$20.2 million. In FY 2025/26, \$20.6 million is projected, the first year TOT will exceed the peak of \$20.6 million received in FY 2018/19.

**Utility Users Tax (UUT)** revenue, generated from the sale of electricity, telecom services, and gas, is also forecast to be flat over the long term. UUT revenue from telecom services is forecast to decline slightly over time. This is primarily due to the increasing popularity of streaming services, which are exempt from UUT. However, Silicon Valley Clean Energy announced a significant decrease in FY 2025/26 rates due to a sharp drop in energy market prices. Overall, UUT revenue is projected to decrease in FY 2025/26 to \$11.3 million.

**Construction Tax** is charged for most development projects. Development activity slowed due to high interest rates, which impacted financing project costs and led to a decline in FY 2023/24 and FY 2024/25. FY 2025/26 assumes that development activity will resume a growth trend to the reduced long-term average.

**Gas Tax** comes from gasoline excise taxes levied as a flat rate per gallon sold. Minimal increases in revenue are projected in the near term, as the rate increases linked to the CA Consumer Price Index (CPI) are largely offset by the slightly declining trajectory in fuel consumption. The City estimates receiving \$5.3 million in FY 2025/26.

**RMRA** funds are derived from the Road Repair and Accountability Act of 2017 (SB 1). This measure allocates 50% of a new gas tax to cities and counties after a series of specific program cost appropriations. According to State law, city apportionments are based on population and are intended for basic road maintenance, rehabilitation, and critical safety projects on the local streets and roads system.

**2016 Measure B** is a 30-year half-cent countywide sales tax to enhance investment in transit, highways, expressways, and active transportation. Measure B funds are restricted for transportation purposes. Funds are distributed based on population on a reimbursement basis and to specific projects. The Budget includes an estimated \$4.9 million in baseline Measure B funds for FY 2025/26.

## Service Fees

Service fees are one of the City's largest revenue sources. A diverse set of fees is charged to recover all or a portion of the City's costs for providing a service or access to public property, or for mitigating the impacts of the fee payer's activities on the community. Intended for cost recovery, a fee may not exceed the estimated reasonable cost of providing the service for which the fee is charged. By far, the largest source of revenue comes from providing water, wastewater, and solid waste collection services. The proposed increases in utility rates are discussed below, along with highlights in other fee categories.

**FIGURE 4. – TOP SERVICE FEE REVENUES**

Revenue Source	2022/23 Actual	2023/24 Actual	2024/25 Budget	2024/25 Revised Projection	2025/26 Proposed Projection
Golf Fees	\$4,461,674	\$4,961,515	\$4,939,356	\$5,168,000	\$5,678,000
Development Enterprise Fees	22,076,051	17,064,916	19,731,112	20,002,987	20,203,017
Solid Waste Fees	54,582,229	59,309,900	60,528,765	60,631,409	63,086,374
Wastewater Fees	48,845,547	54,413,948	57,006,939	59,336,340	63,518,958
Water Fees	53,325,670	57,755,518	60,524,290	62,750,708	68,575,203
<b>Total Top Service</b>	<b>\$183,291,171</b>	<b>\$193,505,797</b>	<b>\$202,730,462</b>	<b>\$207,889,444</b>	<b>\$221,061,552</b>

**Golf Fees** support the Golf and Tennis Fund's golf and tennis recreational activities. The \$2.1 million transfer from the General Fund in FY 2023/24 was the last planned transfer until FY 2029/30, as planned fee increases are expected to reduce the need for additional General Fund support.

**Development-Related Fees** encompass revenue from most fees associated with development activities (e.g., plan check fees, inspection fees, and permit application fees). The Development Enterprise Fund accounts for these fees and related expenditures to ensure full cost recovery with the ability to build and draw from the reserve. This is especially important as development-related fee revenues are highly volatile. Large development projects take many years to complete, and expenditures related to specific fees can occur over multiple fiscal years.

Development-related revenues have been tempered due to elevated interest rates impacting large projects, such as office and commercial buildings. Revenue is expected to be flat in the short term before resuming steady growth as the Housing Element and various area plans are implemented. Development-related activities are closely monitored, and projections are reassessed annually.

**Utility Rates** provide funding for the City's three self-supporting utility funds: the Water Supply and Distribution Fund, the Solid Waste Management Fund, and the Wastewater Management Fund. Each year, staff analyze the current condition and long-term outlook for all three funds. The analysis includes a review of fund balances, state and federal environmental requirements, revenues, and anticipated capital, infrastructure, and operational requirements. The results of this analysis inform proposed rate adjustments that generate the revenues necessary to meet planned expenditures. Through the long-term planning model, staff strive to maintain utility rates as stable as possible, with modest annual increases. The overall increases planned for FY 2025/26 are shown below, in Figure 5, with a comparison to the original projection made in the FY 2024/25 Adopted Budget:

**FIGURE 5. – UTILITY RATES**

Utility	Original Projection	FY 2025/26 Increase	Change in Percentage Points	Monthly Utility Rate*
Water	4.5%	6.0%	1.5%	\$78.63
Wastewater	9.0%	7.0%	-2.0%	\$72.71
Solid Waste	4.0%	4.0%	0.0%	\$48.39

\*Average monthly utility rates for a single-family dwelling

Each of the utility enterprises has its unique pressures that drive rate adjustments. As the FY 2025/26 Budget is a project budget cycle, the focus was on reviewing the capital plans for each fund.

In the **Water** utility, the two drivers affecting rates are the cost of purchased water and increased infrastructure needs. The long-term plan anticipates changes to rates charged by the City’s wholesalers, which account for most of the water supplied to the City. The financial plan proposes utilizing the rate stabilization reserve to mitigate rate increases over the next ten years, thereby enabling the fund to absorb larger-than-usual rate increases from wholesale water providers.

As with all utilities, there are fixed costs associated with operating the water system that are not dependent on the volume of water delivered. These include significant capital needs associated with pipe, main, tank, and well replacements and rehabilitation. The age of the system also necessitates modest requests for additional equipment and repair services to maintain it.

**Wastewater** rate increases were lowered to moderate increases over the next ten years. Wastewater rate increases are driven primarily by costs associated with planned improvements to the City’s wastewater collection and treatment system and stricter regulatory requirements. The primary driver of rates in the Wastewater Management Fund is the need to replace the City’s aging wastewater treatment plant, which is expected to cost approximately \$1.4 billion throughout the project. The rates take into account the debt that the City has and will issue to fund the project, which is projected to be \$7.3 million in FY 2025/26 and will increase as debt is matured over the twenty-year financial plan. Notably, the City received State Clean Water Revolving loan funds and Water Infrastructure Finance Innovation Act loan funds for the project, which provide significantly lower interest rates than traditional municipal bonds.

**Solid Waste** rates are intended to offset the cost necessary to maintain and improve the Solid Waste program. Solid waste rates also include the costs of operating and maintaining the Sunnyvale Materials Recovery and Transfer Station (SMaRT Station®). These costs are shared proportionally with Mountain View by the amount of recyclable material processed.

## Impact Fees

**Development Impact Fees** are imposed to mitigate the impact of development on the community. These four fees include: Housing Mitigation fees, Below Market Rate In-Lieu fees, Park Dedication fees, Sense of Place fees, and Transportation Impact fees. Impact fees have strict requirements, set by State law, that require fees to be roughly proportional to the project’s impacts and imposed for purposes related to those impacts. Therefore, each fee is accounted for separately in its own fund or sub-fund. These fees are tied to development and are highly volatile, and the revenue can be deferred or not materialize due to project delays or cancellations.

Based on year-to-date figures and approved projects, staff estimates collecting \$21.4 million in FY 2024/25 and \$32.0 million in FY 2025/26. As with all development-related revenue, impact fee revenue projections have been moderated due to the impact of high interest rates. Impact fee estimates in the short term are based on an analysis of projects in the development pipeline; however, precise project delivery timing is challenging to predict accurately. Development activity is closely monitored, and projections are revised annually based on the City’s future economic outlook for development.



FIGURE 6. – TOP IMPACT FEE REVENUES

Revenue Source	2022/23 Actual	2023/24 Actual	2024/25 Budget	2024/25 Revised Projection	2025/26 Proposed Projection
Housing Mitigation Fees	\$419,430	\$256,148	\$4,616,202	\$11,556,401	\$3,723,267
Below Market Rate In-Lieu Fees	1,216,008	922,149	2,870,000	21,309	3,869,077
Park Dedication Fees	47,468,145	168,577	35,180,657	7,173,973	23,632,563
Sense of Place Fees	17,809	0	754,930	0	277,963
Transportation Impact Fees	2,789,114	381,108	3,173,804	2,622,928	545,644
<b>Total Top Tax Revenues</b>	<b>\$51,910,506</b>	<b>\$1,727,982</b>	<b>\$46,595,593</b>	<b>\$21,374,611</b>	<b>\$32,048,514</b>

## Other Revenue Sources

The remaining revenue sources are varied, including franchises, federal and state grants, rents, fines, licenses, and interest income. There are also one-time revenues in this category, such as bond proceeds and the sale of property. Highlights of other revenue sources are discussed below.

**Debt Financing** is a tool for managing cash flow when large, one-time outlays are required, generally for large infrastructure projects.

The City currently carries debt for the Water and Wastewater Systems and the Civic Center Phase 1 project, which is funded by rate revenues or lease payments made by various funds. The City does not maintain any general obligation debt (commonly referred to as “GO Bonds”) and continues to hold the highest issuer credit rating, as assigned by Standard & Poor’s (AAA) and Moody’s (Aaa).

**Federal and state grants** are an essential funding source for many of the City’s services. The FY 2025/26 Adopted Budget projects \$14.2 million in federal and state grants. The City receives an annual allocation for the Workforce Innovation and Opportunity Act grant as the primary funding source for NOVA Workforce Services, which offers job placement and training services for Santa Clara and San Mateo Counties. The City also receives an annual allocation of Community Development Block Grant and HOME grant funds, which help support affordable housing and rental assistance programs. The FY 2025/26 Budget also includes new state funding for affordable housing (Permanent Local Housing Allocation funds), which is expected to be ongoing. Additionally, the City regularly receives competitive grants throughout the year, which are budgeted at the time of award.

**Sale of Property** includes one-time proceeds from the sale of property. According to City policy, one-time revenues are allocated to one-time expenditures. There are no plans to sell property in FY 2025/26.

## II. CITY EXPENDITURES

City expenditures fall into several broad categories: projects and equipment, operating, and debt service.

### Projects Budget

This year is the second year of the two-year budget cycle. It focuses on the City’s projects plan, which comprises capital projects, strategic initiatives, and multi-year projects with scheduled funding over 20 years. The City plans for the long-term capital maintenance, renovation, and replacement needs of its aging infrastructure through the Projects Budget. During this budget cycle, staff reviewed all current projects, detailed phased plans that reflect staff capacity, and updated project costs to reflect the current economic environment. Though each project was reviewed in depth and updated based on its unique circumstances, the following general working assumptions are applied across the twenty-year planning period.

Category	Escalator	Description
<b>Capital Projects</b>		
Construction Related	7% / 4%	Capital and Infrastructure projects with significant design, architectural, and construction expenditures planned in the short term were escalated at 7% and then 4% across the planning period.
Non-Construction Related	3%	Inflation for special projects, grant-funded projects, or less significant replacement/maintenance expenses.

New projects supporting General Plan goals and Council Priorities were also considered part of the process. Additional details on significant changes can be found in the Projects Budget Guide in Volume II.

Totaling over \$2.0 billion over twenty years, the projects are budgeted and accounted for in various funds. Figure 7 shows the year-over-year change of the total 20-year project budget by fund.

**FIGURE 7. TWENTY-YEAR PROJECT BUDGET CHANGE BY FUND**

Fund	FY 2024/25	FY 2025/26	Change
General Fund	\$233,236,923	\$258,940,359	\$25,703,436
Combined Housing Fund	30,174,065	3,507,049	-26,667,017
HOME Fund	2,000,000	1,000,000	-1,000,000
Redevelopment Housing Fund	2,000,000	2,000,000	0
CDBG Fund	4,690,941	4,836,400	145,459
CFD No. 3-Estates at Sunnyvale Fund	104,381	239,022	134,641
Gas Tax Fund	59,774,458	66,912,851	7,138,393
Capital Projects Fund	16,837,480	10,843,889	-5,993,591
Water Fund	114,296,318	155,318,787	41,022,469
Wastewater Fund	954,619,850	888,375,825	-66,244,025
Solid Waste Fund	32,624,842	44,674,110	12,049,267
Development Enterprise Fund	376,955	371,600	-5,355
General Services Fund	26,661,018	82,452,921	55,791,903
Infrastructure Fund	70,371,088	40,421,127	-29,949,961
Parking District Fund	1,252,516	1,196,746	-55,771
Transportation Development Act Fund	176,620	176,620	0
Park Dedication Fund	148,593,124	135,420,470	-13,172,654
Road Maintenance & Rehab Account Fund	97,302,825	107,218,790	9,915,965
VRF Local Road Improvement Program Fund	18,021,139	19,905,243	1,884,104
Golf and Tennis Operations Fund	150,000	0	-150,000
Measure B Fund	244,691,450	250,052,834	5,361,384
	\$2,058,875,406	\$2,074,214,884	\$15,339,478



## PROJECTS BUDGET HIGHLIGHTS

### Sunnyvale Cleanwater Program

The Sunnyvale Cleanwater Program will renovate the City's aging Wastewater Pollution Control Plant, which serves residents, businesses, and industries in Sunnyvale. It includes renovating existing facilities and constructing new ones to replace existing infrastructure that is in such poor condition that it cannot be rehabilitated. The program is planned as a series of design and construction projects in various phases over the next twenty years, with some project expenditures extending beyond the twenty-year horizon. The first phase has been completed, and the second is fully underway. The Program is budgeted across multiple projects with a total cost of over \$1.3 billion.

To fund these projects, the City secured up to \$220.6 million in Water Infrastructure Finance Innovation Act loans through the U.S. Environmental Protection Agency and up to \$474.7 million from the Clean Water State Revolving Fund through the California State Water Resources Control Board. Both programs offer interest rates and repayment terms that are more favorable to the City than other financing sources. Financial risks persist from potential unbudgeted increases in construction costs or delays, as well as stricter regulatory requirements and rapidly aging infrastructure that may fail before it can be renovated or replaced.

### Water Distribution and Monitoring Infrastructure

The City has projects to maintain and rehabilitate its water distribution and sewer collection infrastructure. These projects, funded by utility service rates, ensure that Sunnyvale receives a clean and reliable water supply and a safe and sustainable system to transport sewage to the Water Pollution Control Plant. The Budget includes \$152.6 million over twenty years in water system projects and \$103.2 million in wastewater system projects unrelated to the Sunnyvale Cleanwater Program.

Additionally, \$22 million has been allocated in this budget to procure and install new water meters that utilize Advanced Metering Infrastructure (AMI) technology. This technology will help ensure the City maximizes revenue and prevents losses from leaks or unregistered consumption. This project will feature an online portal that allows customers to view their consumption and receive alerts for unusual usage, providing additional operational and customer service benefits. Increased meter accuracy, which would reduce unbilled consumption, will partially offset project costs.

### Public Facilities

The City has been planning to modernize the Civic Center campus since early 2015. Phase 1 of the Civic Center Master Plan, adopted by the City Council in September 2018, included a complete rebuild of City Hall and a Public Safety Emergency Operations addition and renovation that was completed in March 2023.

Phase 2 of the Plan includes a new Main Library building. While the ballot measure to finance the Main Library phase of the Civic Center did not pass in November of 2024, this budget maintains a \$15 million investment in the project while exploring options to enhance library infrastructure and service delivery.

Additionally, while not part of the main Civic Center campus, the budget maintains \$21.5 million over the next six years for the first phase of the Corporation Yard Master Plan, which is scheduled to begin design and construction in FY 2026/27. Also, while the \$40.6 million Fire Station 2 renovation is underway, the budget includes an additional \$15.4 million to remodel Fire Stations 1, 3, 4, and 6.

### Parks and Recreation Projects

Park Dedication Fees fund Parks and Recreation projects. These fees may be used to develop new or rehabilitate existing neighborhood or community parks or recreational facilities. The FY 2025/26 Projects Budget reflects a continuation of park projects with updated labor and construction costs. \$152.3 million has been budgeted for renovating and enhancing existing parks throughout the City, and \$129.6 million for golf infrastructure renovations over the twenty-year Resource Allocation Plan.

## Traffic and Transportation Projects

Maintaining and improving the City's transportation infrastructure is crucial to ensuring livable local communities, balancing housing and job opportunities, and fostering economic development. Much of Sunnyvale's transportation infrastructure is aging and requires rehabilitation and modernization. The City has made significant progress in addressing traffic and transportation needs and is actively involved in countywide planning efforts. Sunnyvale leverages federal and state funds to fund these often expensive projects.

The Budget includes \$52.8 million in projects over twenty years relating to intersection improvements, trails, bicycle and pedestrian accessibility and safety, traffic calming and timing, and public transportation projects. The City also continues to invest in pavement, sidewalk, and curb and gutter rehabilitation. Sunnyvale leverages Measure B funds, SB1 funds, and traditional General Fund, Gas Tax, and Vehicle Registration Fee funding sources for this purpose.

## Public Safety

With this budget, the City continues significant investments in public safety. The budget includes funding for recruiting and training 30 new public safety officers over the two-year budget cycle in the General Fund. The total allocation over that period is \$14 million, with additional funds planned over the whole twenty-year plan.

## BUDGET SUPPLEMENTS

Six Budget Supplements are included in the FY 2025/26 Recommended Budget for Council consideration. Budget Supplement No. 1 includes Study Issues ranked as priorities by the Council and identified by the City Manager to be within staff capacity. Budget Supplement No. 2 (not included below) includes options for the Council to augment the Recommended Budget with additions or reductions. The remaining supplements are Budget Proposals that the Council referred to the Recommended Budget and will be considered by the Council at the Budget Workshop. For more information about each Budget Supplement, please refer to the Budget Supplements section.

Budget Supplement	FY 2025/26 Cost Estimate	20-yr Cost Estimate	Proposed Funding Source
Budget Supplement No. 1 – Study Issues	\$510,000	\$510,000	General Fund
Budget Supplement No. 3 – Implement Homestead Road Full-Time Bike Lanes	\$415,000	\$415,000	General Fund
Budget Supplement No. 4 – Safe Parking Program Community Capital Grant	\$100,000	\$100,000	General Fund
Budget Supplement No. 5 – Sweeping and Maintenance of Class IV Bike Lanes	\$50,000	\$50,000	General Fund
Budget Supplement No. 6 – Redesign of Sunnyvale Website	\$585,000	\$585,000	General Fund
Total	\$1,660,000	\$1,660,000	

## Unfunded Needs

The list of unfunded needs is intended to help the City establish funding priorities within a broader and long-term context. The following list enumerates known areas that are unfunded. It is essential to note that this list is dynamic and will change with each budget cycle, as the City identifies new needs or reallocates funds to existing items on the list. Progress has been made, most significantly, the Budget includes funding for the Automated Water Meters which was previously on the unfunded list.

### UNFUNDED PROJECTS LISTING

Project Name	
832650	Peery Park Housing Study
825560	Security Access Control System Replacement
815901	Lawrence Expressway and Wildwood Ave. Realignment
818651	Corporation Yard Buildings - Roofs
826570	Tasman/Fair Oaks Area Streetscape and Sense of Place
900141	Future Traffic Calming Projects
900469	El Camino Real Gateway Program
900692	Calabazas Creek Trail Low Water Crossings
900807	Recycled Water Tank and Pumping Facilities
900894	Recycled Water Inter-Connect Moffett Field/Mountain View
900933	Fair Oaks Junction Sense of Place Improvements
901206	Peery Park Sense of Place
834270	DPS Headquarters - Records Unit Workstation Upgrade
901195	Traffic Signals Replacement
835520	Wolfe Road/Fremont Avenue/El Camino Real Improvements
901207	Corporation Yard Master Plan - Phase 2
901208	Corporation Yard Master Plan - Phase 3
933940	RMS Replacement in CAD Project

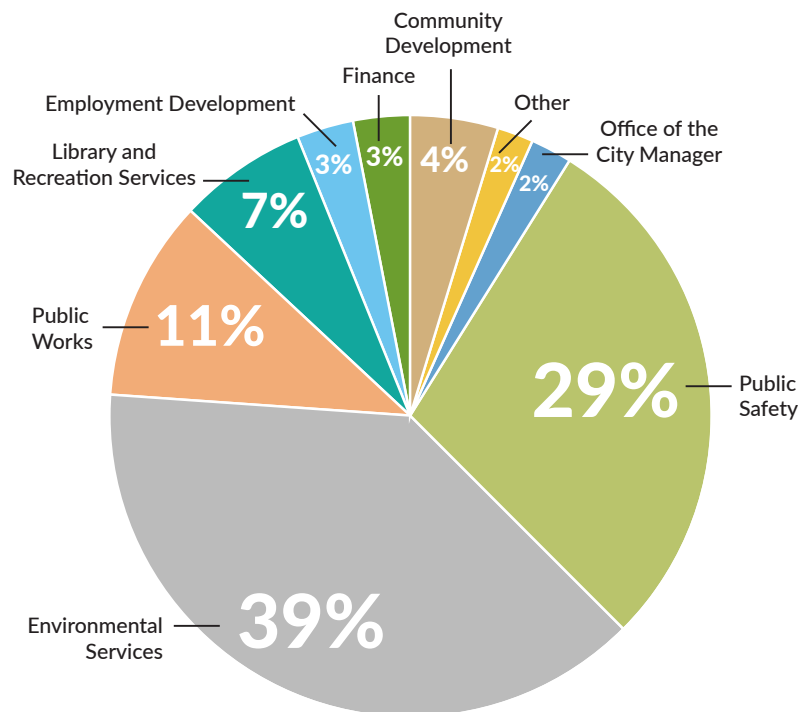
## Operating Expenditures

There are eleven City departments:

- Office of the City Attorney
- Office of the City Manager
- Community Development Department
- Environmental Services Department
- Finance Department
- Human Resources Department
- Information Technology Department
- Library and Recreation Services Department
- NOVA Workforce Services Department
- Department of Public Safety
- Department of Public Works

City departments are extremely integrated and highly reliant on each other to deliver services and achieve the goals and results established by the City Council.

**FIGURE 8. OPERATING EXPENDITURES BY DEPARTMENT – ALL FUNDS\***



## Employee Compensation

As a service delivery organization, most operating expenditures are related to salaries and benefits costs for personnel. Managing total compensation costs is a key component of long-term financial sustainability.

The City accounts for pension costs in a separate Employee Payroll & Benefits Fund. Investment returns are integral in determining the City's pension contribution rates to CalPERS. Due to the propensity for market volatility, the FY 2025/26 Budget assumes conservative returns short of CalPERS' 6.8% goal for the current fiscal year and across the planning period to mitigate sharp increases in budget requirements. If CalPERS fails to meet its investment return goal, the City incurs debt that must be repaid, which increases its pension costs unless other changes are made.

The City implements different strategies for managing its pension liabilities. For example, the City holds a pension trust. These funds will generally grow at a higher projected earnings rate than regular City reserves, which are restricted by law regarding how they can be invested. Over time, the additional funds can help stabilize or fund future pension cost increases. The City collaborates with its actuary to refine the funding level and the timing of transfers in and out of the trust, which would be most advantageous in reducing the unfunded pension liability and achieving budget stabilization. Additionally, the City may make an additional pension contribution directly to CalPERS. In FY 2024/25, the City contributed to the Pension Trust using the FY 2023/24 budget surplus as a mid-year budget adjustment.

The Budget also includes updated assumptions for health and other insurance costs, as well as salaries. A highly competitive labor market is creating intense competition for talent. Just as the City doesn't project revenues under the assumption of a peak economy, annual salary increases are not projected at peak levels. This budget includes resources to maintain competitiveness in the short term, while moderating salary growth in the long term.

<b>7</b>	<b>59.75</b>	<b>32</b>
OFFICE OF THE CITY ATTORNEY	FINANCE	NOVA WORKFORCE SERVICES
<b>29.5</b>	<b>23</b>	<b>292.75</b>
OFFICE OF THE CITY MANAGER	HUMAN RESOURCES	PUBLIC SAFETY
<b>55</b>	<b>44</b>	<b>205.75</b>
COMMUNITY DEVELOPMENT	INFORMATION TECHNOLOGY	PUBLIC WORKS
<b>137</b>	<b>89.77</b>	
ENVIRONMENTAL SERVICES	LIBRARY AND RECREATIONAL SERVICES	

Total compensation in the General Fund (including salaries, pensions, and insurance costs) is projected to increase by approximately 4.5% in FY 2025/26 compared to the FY 2024/25 Budget, primarily due to negotiated wage and benefit increases. The City will closely monitor total compensation costs in the coming years, emphasizing competitive compensation while managing long-term liabilities and maintaining a balanced budget.

The Budget includes 975.52 Full Time Equivalent (FTE) Employees. Figure 9 summarizes budgeted positions for each department:

### Service Level Adjustments

Although the FY 2025/26 Budget focused on projects, several service level adjustments were included to add or enhance existing service levels to support the Council's priorities. A brief description of some of these enhancements is below:

- Seven positions to staff the new Lakewood Branch Library, which is expected to be completed in January 2026.
- Converting five term-limited positions to permanent to stabilize, maintain, and enhance the City's Enterprise Resource Planning system, along with funding for consultant support.
- One Recreation Services Manager position to support the City's increasing demand for public Special Events.
- One term-limited Senior Library Assistant Position to continue and grow the library's Adult Literacy Program.
- Two positions to help the City establish a Geographic Information System program, which is relied on by various departments.
- One Transportation Planner position to monitor and comply with grant requirements for a Citywide shuttle program.
- One analyst position to assist with grant compliance and monitoring.
- One part-time Traffic Engineer position to work on enhancing the City's traffic calming program.
- One additional parks maintenance worker to help maintain the City's recently added parks.

### III. CITY RESERVES

The backbone of the City's financial planning process is the Twenty-Year Resource Allocation Plan. Reserves are a key component of the financial plans. Each plan maintains various reserves for different purposes consistent with best practices. Some are restricted in use, while others are available for various priorities. Examples of restricted reserves include debt service reserves or reserves of special revenues. Unrestricted reserves are used strategically over the twenty-year planning period to balance each fund.

While many organizations have reserves, the City's strategic and disciplined use of reserves is unique and more active than that of a typical city. The City plans to adjust reserve levels as business and economic cycles fluctuate, ensuring stable and consistent service levels. This is especially critical in periods of revenue volatility. Reviewing reserves over a long period forces policymakers, staff, and the community to think carefully before adding services that must be sustained through growing and recessionary economic periods.

In the General Fund, the unrestricted reserve is the Budget Stabilization Fund. Measured use of this reserve has allowed the City to weather past challenges such as the COVID-19 Pandemic. Most significantly, the reserve helped manage the significant increase in projected pension costs in the past several years. In the FY 2025/26 Adopted Budget, the reserve is stable across the twenty-year plan, reaching a low point of \$18.9 million in FY 2036/37.

Utilizing the Rate Stabilization Reserves in the utility funds enables measured rate increases to cover rising costs, such as wholesale water expenses and tightening regulations on wastewater discharge. Additionally, this reserve allows the City to incrementally increase rates to the level needed to support the replacement of the Wastewater Pollution Control Plant.

Each major fund also maintains large contingency reserves for emergencies, such as natural disasters. Reserves also allow the City to absorb projects that may cost more than estimated or unanticipated operating costs. In all cases, reserves are one of the City's most critical tools for achieving and maintaining financial sustainability.



## CITY OF SUNNYVALE FY 2025/26 BUDGET SUMMARY

### Revenue Sources:

Taxes	
Property Tax	138,622,234
Sales Tax	40,546,351
Transient Occupancy Tax	20,645,098
Utility Users Tax	11,256,925
Other Taxes	6,972,137
State Highway Users Tax (Gas Tax)	5,298,769
Road Maintenance and Rehabilitation Account (SB1)	4,876,000
Measure B	4,313,358
Special Assessment	<u>289,077</u>
Total Taxes	\$232,819,949
Service Fees	
Water Supply and Distribution Fees	70,681,027
Wastewater Management Service Fees	65,110,308
Refuse Collection and Disposal Service Fees	63,086,374
Development Revenues	20,203,017
Golf and Tennis Fees	5,812,280
Recreation Service Fees	4,709,546
Other Fees and Services	<u>3,224,273</u>
Total Service Fees	\$232,826,825
Bond/Loan Proceeds	
Bond/Loan Proceeds	<u>217,805,371</u>
Total Bond/Loan Proceeds	\$217,805,371
Federal/State	
Workforce Innovation and Opportunity Act Grant	9,500,000
Intergovernmental Revenue, State	2,507,806
Community Development Block Grant	1,043,481
Intergovernmental Revenue, Other	754,867
HOME Grant	<u>377,129</u>
Total Federal/State	\$14,183,283
Developer Fees	
Park Dedication Fee	23,632,563
BMR In-Lieu Fees	3,869,077
Housing Mitigation Fee	3,723,267
Transportation Impact Fee	545,644
Sense of Place Fee	<u>277,963</u>
Total Developer Fees	\$32,048,514

## CITY OF SUNNYVALE FY 2025/26 BUDGET SUMMARY

Franchise/Rent	
Rents and Concessions	13,187,769
Franchise Fees	8,418,045
Total Franchise/Rent	<u>\$21,605,813</u>
Other Revenues	
Investment Earnings	21,099,784
Miscellaneous Revenues	2,525,626
Permits and Licenses	2,268,741
SMaRT Station Revenues	1,771,041
Fines and Forfeitures	476,975
Other Agencies Contributions	342,750
Total Other Revenues	<u>\$28,484,918</u>

<b>Total Revenue Sources*</b>	<b>\$779,774,673</b>
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\* Excludes internal service fund revenues.

### Expenditure Sources:

#### Operating Budget:

Office of the City Attorney	\$2,596,582
Office of the City Manager	\$7,738,428
Community Development Department	
Building Safety	6,392,673
Planning	4,297,990
Housing and CDBG Program	1,732,451
Community Development Department Management	1,134,429
CDBG Program	231,303
Housing Rehabilitation Program	145,602
Lower Income Housing (HOME)	97,733
Total Community Development Department	<u>\$14,032,181</u>
NOVA Workforce Services Department	\$10,500,000
Finance Department	
Non-Utility Revenue Management and Special Projects	962,391
Budget Management	1,293,200
Purchasing	2,377,647
Financial Management and Analysis	2,135,787
Accounting and Financial Services	2,016,867
Utility Billing, Business License, and Cashiering	4,429,801
Total Finance Department	<u>\$13,215,692</u>

**CITY OF SUNNYVALE  
FY 2025/26 BUDGET SUMMARY**

Human Resources Department	\$6,233,288
Library and Recreation Services Department	
Library	14,257,501
Recreation Services	13,688,014
Total Library and Recreation Services Department	<u>\$27,945,515</u>
Department of Public Safety	
Police Services	39,184,818
Fire Services	38,976,656
Community Safety Services	4,391,616
Personnel and Training	3,656,523
Investigation Services	7,361,005
Communication Services	5,536,083
Public Safety Administrative Services	7,741,342
Records Management and Property Services	2,898,304
Fire Prevention and Hazardous Material Services	4,592,148
Total Department of Public Safety	<u>\$114,338,497</u>
Department of Public Works	
Transportation and Traffic Services	5,898,399
Pavement and Concrete Maintenance	7,237,579
Street Lights, Signs and Debris	3,415,256
Urban Forestry	3,145,118
Downtown Parking Lot Maintenance	129,861
Neighborhood Parks and Open Space Management	14,703,656
Public Works Administration and Property Management	973,543
Land Development - Engineering Services	2,711,170
Golf Course Operations	5,051,330
Total Department of Public Works	<u>\$43,265,913</u>
Environmental Services Department	
Water Distribution	10,789,530
Solid Waste Management*	58,078,195
Wastewater Treatment	18,310,433
Regulatory Programs	6,217,613
Wastewater Collections	4,550,170
Environmental Sustainability	1,306,222
Wholesale Water Purchases	52,254,712
Stormwater Collections	857,275
Total Environmental Services Department	<u>\$152,364,151</u>

<b>Total Operating Budget**</b>	<b>\$392,230,247</b>
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\* Solid Waste Management includes the City's share of SMaRT Station operating expenditures.

\*\* Excludes internal service fund operating budget.

## CITY OF SUNNYVALE FY 2025/26 BUDGET SUMMARY

### Projects Budget:

Capital Projects	\$5,654,672
Special Projects	\$21,034,733
Infrastructure Projects	\$202,198,222
Outside Group Funding	\$156,450
Project Operating	\$52,003
Council Service Level Set-Aside	\$100,000
Project Administration	\$5,132,472

<b>Total Projects Budget*</b>	<b>\$234,328,552</b>
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### Other Expenditures:

Debt Service	\$15,965,024
Civic Center Rent	\$5,171,432
Lease Payments	\$2,365,696
Equipment	\$1,094,982
Transfer to Employee Payroll and Benefits Fund	\$53,476,963

<b>Total Other Expenditures</b>	<b>\$78,074,097</b>
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<b>Total Expenditures</b>	<b>\$704,632,896</b>
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Contribution/(Use) of Reserves	\$75,141,778
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<b>Total Recommended Budget</b>	<b>\$779,774,673</b>
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\* Excludes internal services funds and SMaRT Station projects; but includes prior year carryover amounts.

## SPECIAL REVENUE FUNDS

Special Revenue Funds are used to account for revenue sources that are legally restricted or earmarked for specific functions or activities. In many cases, a Special Revenue Fund has been set up in response to legal requirements established by a granting agency or another level of government.

### HOUSING FUND

The Housing Fund is comprised primarily of Housing Mitigation Fees, Below-Market-Rate Housing fees, and loan payment revenues generated by loans made previously with these funds. Expenditures are for operations related to developing affordable housing, managing the City's below-market-rate housing program, and for capital and special projects that produce new affordable housing.

#### Housing Mitigation

Housing Mitigation Fees are development impact fees paid by developers of new employment-generating developments (i.e., office, industrial, hotel, and retail space) or new market-rate rental housing projects, as required by SMC Title 19. These fees are used to maintain or improve the City's jobs/housing balance and to finance the construction, rehabilitation, or preservation of affordable housing in the City, typically through loans for multi-family housing developments. Small amounts are also used to provide down payment assistance loans to lower- and moderate-income home buyers. Repayments on these loans go back into this fund, along with Housing Mitigation Fees and accrued interest, all maintained in this sub-fund for future housing projects.

Revenue projections are based on several factors, including ongoing and upcoming projects subject to Housing fees, historical collection patterns, the total square footage of development activity in the pipeline subject to these fees, and current and anticipated fee rates, which are assessed based on project size. For FY 2025/26, revenue is estimated at \$3.7 million, followed by \$4.2 million annually for the next two years. Beyond that period, with a forecast of slower growth in commercial development, projected revenue decreases to \$4.0 million, with an assumed annual increase of 2% over the remainder of the 20-year financial plan.

Assistance to affordable housing developments is generally provided as a loan. Recent loans are primarily structured as fully deferred, but if a project makes money, it needs to make residual receipt payments. The interest rates are slightly below market rates and are detailed in each loan agreement. The money received from these loans goes back into the Fund and is used again for more housing projects, following the City's policy. Loan repayment revenue projections rely on the historical average, which is reassessed annually. Over the first decade, staff expects the program to receive \$7.8 million in loan repayments.

When the Fund collects significant revenues, staff sends out a Notice of Funding Availability (NOFA), including in Future Funding Projects in the Financial Plans, to invite proposals for creating more affordable housing units. These projects match the City's priorities, which are documented in the Housing Element and Consolidated Plan and various land use plans. Beginning in FY 2026/27, \$42 million will be allocated over the first 10 years of the twenty-year financial plan, with an additional \$50.0 million allocated over the remaining 10 years. These funds will support activities such as developing new affordable housing, land acquisition, and rehabilitating existing affordable housing projects. The Fund will maintain a minimum reserve balance of \$20 million to ensure adequate coverage of ongoing and future obligations.

This fund currently supports three major capital projects:

- Orchard Gardens Apartments Redevelopment: \$10.0 million allocated to redevelop 120 affordable rental units.
- 1171 Sonora Court Predevelopment: \$14.0 million was allocated (including \$3.3 million from the Below Market Rate Housing Sub-Fund) to predevelop approximately 172 affordable housing units for lower-income households.
- 325 E. Java Drive Development: \$14.0 million allocated to develop approximately 308 affordable housing units for low-income households.

## Below Market Rate (BMR) Housing

The BMR Program, outlined in SMC Title 19, generates new affordable housing units through mandatory development requirements applied to most new for-sale housing developments (and in some cases to rental housing developments). This zoning tool, known as “inclusionary zoning,” is common in areas with high housing costs and ensures that some homes are affordable to average or lower-income buyers. The Municipal Code requires that developers sell 15% of all new homes in subdivision and condominium developments of seven or more units as BMR homes. These homes are available to lower and moderate-income households at affordable prices established by the BMR program guidelines and SMC Chapter 19.67.

The City also operates a 15% inclusionary rental program and implements the State Density Bonus Law to add affordable rental units. Developers can pay a fee instead of providing rental units, which goes toward future affordable housing projects. The Housing Division administers all these programs according to Chapter 19.75, 19.69, and/or 19.67 of the Municipal Code and associated program guidelines.

The primary revenue sources for the BMR Program consist of In-Lieu fees, which developers pay under agreements instead of directly providing BMR homes or meeting fractional BMR unit requirements. The Inclusionary Rental Program also generates revenue through similar In-Lieu fees. Additional revenue streams include application fees, compliance revenues, loan repayments, and interest earnings. The City utilizes these funds to increase the number of affordable housing units elsewhere. Over the next four years, BMR In-Lieu Fee revenue is projected to be \$21.6 million from current developments at Butchers Corner and 1124 W. El Camino Real. From FY 2029/30 onward, annual revenue is estimated at \$1.1 million, adjusted for inflation, based on historical trends.

BMR program expenses include operational costs for administration, monitoring, and a compliance enforcement project. Beginning in FY 2025/26, the sub-fund allocates \$250,000 annually for 10 years to support a first-time homebuyer loan program. Future funding projects are projected to allocate \$22 million over the first 10 years of the twenty-year financial plan and \$12.5 million over the remaining years.

## LOW & MODERATE INCOME HOUSING FUND

The Low & Moderate Housing Fund accounts for funds received from the former Redevelopment Agency/ Successor Agency based on a percentage of the property tax increment from the former redevelopment project area. These funds may only be used to develop or preserve affordable housing, similar to the HOME funds, with some minor differences in the precise types of projects and programs that can be funded, and income levels that can be served. Allowable uses of these funds are outlined in CA Health and Safety Code section 34176.1. The final revenue allocation of these funds was provided in FY 2021/22.

Up to \$200,000 annually may be used to administer these funds. In addition, approximately \$250,000 is allocated each year to the Homeless Prevention and Rapid Re-Housing project through FY 2032/33, with the fund projected to be fully drawn down by FY 2033/34.



## COMMUNITY DEVELOPMENT BLOCK GRANT FUND

The federal Community Development Block Grant (CDBG) program provides annual grants to larger cities and urban counties for community development and housing programs that primarily benefit lower-income households. The U.S. Department of Housing and Urban Development (HUD) administers the program based on a formula that includes factors such as population, poverty rate, and certain economic indicators. Major CDBG expenditure categories include housing rehabilitation, economic development, accessibility improvements and retrofits, workforce development programs, human services, public infrastructure improvements in lower-income neighborhoods, and program administration. The City has two CDBG sub-funds:

### Community Development Block Grant (CDBG)

HUD requires entitlement grantees to submit a strategic plan referred to as a Consolidated Plan every five years to maintain program eligibility, and also an Annual Action Plan which, in alignment with the goals and priorities set out in the Consolidated Plan, details local needs and the projects and programs to be funded with the grant funds in the upcoming fiscal year. The City is also required to submit an annual performance report to HUD.

The City estimated it's FY 2025/26 annual entitlement grant to be approximately \$1 million, which is in line with the amount allocated in the current year. A maximum of 20% of the CDBG annual grant can be used for program administration, and 15% of the annual grant plus 15% of prior year program income can be used for public (human) services. Operations and public services project budgets are planned accordingly. The remainder of the grant supports projects such as Sunnyvale Workforce Development (WorkFirst Sunnyvale), Carroll St. Inn (an affordable supportive housing community), and Home Access, Paint, Emergency Repair, and Energy-Efficiency (minor home improvement grants/loans). Project allocations are contingent on the City's actual FY 2025/26 grant amount and program income (see Revolving Loan Fund sub-fund below). Some projects may be delayed or canceled if insufficient funds are received.

### CDBG Revolving Loan Fund

This sub-fund accounts for CDBG program income, which is money received back on prior housing loans made with CDBG funds (housing loan repayments). Funding currently supports the administration of the Major and Minor Rehab Programs, where loans are made to low-income single-family or mobile homeowners, many of whom are seniors, who need major rehabilitation of their residence for habitability purposes. Once the repayments are deposited into this fund, they can only be reused for future housing rehabilitation loans or program operations under HUD regulations. The City projected \$240,000 for FY 2025/26, although the actual amount received may vary significantly due to the sporadic nature of loan repayments.

## HOME GRANT FUND

The U.S. Department of Housing and Urban Development's (HUD) HOME Investment Partnerships Program (HOME) provides annual formula grants to states and localities, which often work in partnership with local nonprofit groups, to fund activities such as building, buying, and/or rehabilitating affordable housing for rent or homeownership, or providing direct rental assistance to low-income households or individuals.

The City estimated it's FY 2025/26 grant allocation to be \$377,129 based on the amount allocated in the current year. Fund balance is derived mainly from the recently updated allocation of a \$1.5 million HOME - American Rescue Plan grant, which was established to counteract the economic impacts of the COVID pandemic. This grant is beginning to be drawn down. The City also receives loan repayments on prior affordable housing loans made with HOME funds. As with loan repayments in the Revolving Loan Fund, actual amounts paid back may vary significantly due to the sporadic nature of loan repayments.

The City has adopted the strategy to focus available HOME funding on an enhanced Tenant-Based Rental Assistance program. Partnering with Sunnyvale Community Services, the program provides rental assistance and ongoing case management to households who are unhoused or at risk of homelessness. FY 2025/26 will be the second year of the current two-year funding cycle for Sunnyvale Community Services to continue the program.

## PERMANENT LOCAL HOUSING ALLOCATION (PLHA) GRANT PROGRAM FUND

A permanent source of funding for affordable housing, this fund is established by California's Building Homes and Jobs Act (SB 2) from a \$75 per-document real estate transaction recording fee. The PLHA program is administered by the State Department of Housing and Community Development. For funds collected in calendar years 2019 and beyond, the amount awarded to each entitlement local agency is based on a CDBG formula over funds made available for local entitlement jurisdictions.

For the first five-year plan since PLHA's establishment, \$3.1 million has been awarded to the City, including the allocation of \$350,241 budgeted in FY 2025/26. Grants are programmed for projects such as Carroll Street Inn Rehabilitation, Senior Accessibility Modifications, Street Outreach, Temporary Hotel Program, Mobile Hygiene Services, Safety Net Shelter Operating Support, and future projects to address local housing needs upon Council approval.

## PARK DEDICATION FUND

State law allows local communities to require developers of housing units to offset the impact of the demand from those units on the City's open space by providing additional open space or paying a comparable fee. The Park Dedication Fund was established to meet statutory requirements regarding the accounting for Park Dedication Fees paid by developers. The City generally collects park in-lieu fees for housing projects that do not dedicate land for use as parks or open space. This fee is calculated based on an average fair market value per square foot, as determined by the Community Development Department annually. The Council approved a standard of 5.0 acres per 1,000 population.

Authorizing language in the State Quimby Act, which governs park dedication fees, requires that fees be used to pay for "developing new or rehabilitating existing neighborhood or community park or recreational facilities." Certain legal cases have clarified that park in-lieu fees may be used for parks or recreational facilities that are adjacent to the subdivision or multi-family development from which they are collected, but may also be used for larger community parks and regional facilities that are reasonably available for use by the residents of the subdivision or development. Park Dedication Fees may not be used for operating or routine maintenance.

Park in-lieu fees must be committed within five years. This revenue source is subject to the Fee Mitigation Act, which requires specific review and findings every five years. The City conforms to both requirements.

It is estimated that \$7.2 million in Park Dedication Fees will be received during FY 2024/25. Based on current development projects, FY 2025/26 and FY 2026/27 revenues are expected to be \$23.6 million and \$40.1 million respectively. This results in a 34% increase in reserves/fund balance for FY 2025/26. Going forward, estimates are based on the 10-year historical average of Park Dedication fees collected and inflated through the end of the long-term plan. These projections yield approximately \$187.3 million in revenue over the first ten years, and \$219.3 million during the second ten years of the long-term plan. Recent land valuations are estimated to be lower starting in FY 2024/25, and there may be further requirements to reduce the in-lieu fee. In addition to the lowering of the land valuation, there is also an increase in units per year in the calculation of the long-term projection.

A total of \$238.3 million in capital and infrastructure projects are programmed throughout the long-term financial plan to ensure that park and recreational facilities are in good working condition and able to meet

the demands of increased public use. During the last capital projects budget cycle, costs for all projects, especially park renovation projects, were updated to reflect the latest cost estimates for construction and materials.

In FY 2025/26, \$6.3 million is programmed for projects. The largest includes \$2.8 million for the Sunnyvale Baylands Park Infrastructure Project and funding for the newly created Las Palmas Tennis Court Lighting Project.

The Capital Projects Reserve includes funds not yet appropriated to projects. In addition to the Capital Projects Reserve, the twenty-year plan includes a second reserve fund designated explicitly for Land Acquisition funds. This reserve collects twenty percent of the annual revenue from Park Dedication Fees and allocates the funds to acquire and develop new land for parks, open space, trails, and other recreational facilities.

## ASSET FORFEITURE FUND

The Asset Forfeiture Fund was established to account for monies received through law enforcement activities as allowed under Federal and State asset forfeiture guidelines. Eligible uses for asset forfeiture funds are limited and typically allocated to one-time expenditures. As there has been no recent activity, there is no financial planning beyond using the existing fund balance.

## POLICE SERVICES AUGMENTATION FUND

The Police Services Augmentation Fund accounts for the State Citizens' Options for Public Safety grant funds that must be used for supplemental front-line law enforcement efforts. These Supplemental Law Enforcement Services funds are governed under the provisions of Government Code Section 30061. A percentage of the funds is allocated to counties and cities for law enforcement services based on population.

The twenty-year revenue projection is based on the anticipated moderate growth of the City's population and historical trends. The annual allocation will fund Investigations overtime.

## EMPLOYMENT DEVELOPMENT FUND

The City, as the administrative entity for NOVAworks, a nonprofit, federally funded employment and training agency that provides customer-focused workforce development services, is required by legislation and regulation to account for the use of various federal and state funds and program revenues for the workforce development activities that are conducted for the consortium. The City established the Employment Development Fund to fulfill this obligation.

NOVA serves the cities of Cupertino, Los Altos, Milpitas, Mountain View, Palo Alto, Santa Clara, Sunnyvale, and San Mateo County.

The City, through its NOVA Workforce Services Department, administers NOVA's programs on behalf of the consortium. NOVA has a wide variety of programs funded through various sources, with baseline funding originating from the federal government and passing through the State of California. Additional grant money is received through competitive grants from federal, state, and other sources. The primary funding source for the NOVA Workforce Services Department is grants provided through the federal Workforce Innovation and Opportunity Act.

Sunnyvale's City Council serves as the Chief Local Elected Official for the NOVA consortium, with the City assuming financial liability for the program and functioning as the administrative entity for NOVA's services. The NOVA Workforce Board serves as the governing board for NOVA.

The Workforce Innovation and Opportunity Act dictates funding formulas whereby the allocation of funds provided by Congress to support the Act is distributed to the states. A primary factor of these formulas is the unemployment rate. These funds come in three targeted categories: Youth, Adult, and Dislocated Worker. Each of these categories serves a defined population.

The FY 2025/26 budget is based on an estimate of grant resources for the year. In addition, NOVA's staffing level is based on an approach that budgets staffing only for its most stable funding resources, which are NOVA's allocated funding and additional funding for the excess demand for services from the dislocated worker population. NOVA has a long history of being very competitive for additional federal and state resources and intends to submit several grant applications during the year. Any additional revenues and expenditures because of new grants obtained, including the need to budget casual staff for those short-term projects will be reflected in a cumulative budget modification submitted each fiscal year if above the original grant appropriation anticipated. For the City's FY 2025/26 budget, NOVA has taken total funding estimates as described and used these as the basis for program and service levels. This budget incorporates guidance from the State, which provided specific planning goals.

Grant funding of \$10.5 million has been projected for FY 2025/26 and as an average resource level per year for the remaining nineteen years of the twenty-year planning period.

## PARKING DISTRICT FUND

This fund accounts for the assessments on taxable properties within the boundaries of the Sunnyvale Downtown Parking Maintenance District per Parking Demand Guidelines. Funding is used to pay for the operation and maintenance of all public parking facilities in the downtown area, except for those provided by the former Sunnyvale Town Center. The assessment rate would be adjusted annually and capped at the maximum allowable increase, which is the prior year's change in the Consumer Price Index. The assessment methodology is anticipated to be re-evaluated after the completion of the CityLine development construction. For FY 2025/26, this special assessment revenue is projected to be \$257,185.

In addition, through third-party vendor agreements, two electric vehicle charging stations are in place in the downtown area, contributing \$43,200 each year to the Fund. The agreement term is ten years following the operational date of each station, with the expectation for renewal at the end of the term.

The total costs to operate, maintain, and service the parking facilities are programmed in annual operations costs and overheads. A Downtown Parking District Major Maintenance project has been created, and four parking lots are currently set up to be resurfaced on a six-year cycle.

## GAS TAX FUND

The State Gasoline Tax is a flat rate per gallon tax levied on gasoline and other motor fuels. Gas Tax is distributed to the State, cities, and counties using formulas based on criteria such as population, vehicle registration, assessed property valuation, etc.

This revenue source is mainly volume-based and not directly impacted by fuel prices. A minimal City revenue increase is projected in the near term. As fuel consumption gradually declines due to improvements in overall fleet fuel economy, revenue growth that annual inflationary adjustments have supported will begin to flatten in the long term. For FY 2025/26, Gas Tax revenue is projected to be around \$4.3 million. Throughout the twenty-year plan, in addition to working in tandem with the General Fund with allocations for operations and engineering services project administration, Gas Tax Fund supports nineteen capital, infrastructure, and special projects to maintain and improve the City's public streets, bridges, street signs and traffic signals, including \$1.7 million FY 2025/26 funding to the Traffic Signal Hardware and Wiring project.

## ROAD MAINTENANCE AND REHABILITATION ACCOUNT FUND (SB1)

This fund accounts for transportation tax revenues collected under the Road Repair and Accountability Act of 2017 (SB1). To address basic road maintenance, rehabilitation, and critical safety needs on both the state highway and local streets and roads system, SB1 stipulated increases in per gallon fuel (gasoline and diesel) excise taxes, the addition of value-based vehicle registration tax called “Transportation Improvement Fee” and a zero emissions vehicles (ZEV) tax, plus tax rate inflationary adjustments starting in 2020. Tax revenues are deposited into the Road Maintenance and Rehabilitation Account, and the State allocates fifty percent to cities and counties after a series of specific program and cost appropriations.

Allocations to each city are proportionate to the city’s population relative to the total State population in cities. This has not been a factor in causing significant fluctuation in this revenue. Due to a favorable allocation formula and projected increases in Transportation Improvement Fees and ZEV fees, the City is still projected to receive RMRA allocations with moderate growth.

These funds are required to be prioritized on basic road maintenance, rehabilitation, and critical safety projects unless the average Pavement Condition Index (PCI) meets or exceeds 80. For FY 2025/26, the City’s expected apportionment of \$4.3 million is programmed for the city-wide Pavement Rehabilitation project.

## TRANSPORTATION DEVELOPMENT ACT FUND

The Transportation Development Act (TDA) was enacted by State legislation to annually return ¼% of State Sales Tax revenues to each region to be used for transportation projects. Sunnyvale is part of the nine-county Bay Area region coordinated by the Metropolitan Transportation Commission. The City currently receives funding under TDA Article 3, which is restricted for pedestrian and bicycle facilities and bicycle safety education programs.

The current allocation of \$160,000 funds the design phase of the new Install Sidewalk on Poplar Avenue project. The Council has banked and will determine the use of future funding.

## 2016 MEASURE B SANTA CLARA VTA FUND

A 30-year, half-cent countywide sales tax to enhance investment in transit, highways, expressways, and active transportation (bicycles, pedestrians, and complete streets), Measure B program funds are divided into nine program categories. Most of these categories have project-specific funding agreements executed between local agencies and the Santa Clara Valley Transportation Authority.

Three program categories provide annual formula-based allocations, while six are need/capacity-based. The City currently receives annual allocations proportionate to the City’s population share in the county from two program categories – the Local Streets & Roads Program, and the Bicycle & Pedestrian Program, which together are projected to be \$4.9 million for FY 2025/26 and \$4.1 million for FY 2026/27 based on estimates. The Authority has a biennial budget process where a reconciliation of prior years’ actual program tax revenues will be recorded in the first year of their two-year budget. After FY 2026/27, the projections are based on the four-year historical average and inflated with the sales tax growth rate.

2016 Measure B entitlement funding supports six street, bike, and pedestrian-related projects, including \$6.1 million in the current budget to project Sidewalk, Curb, and Gutter Replacement. Under competitive funding, the City currently has \$3.1 million in the Stevens Creek Trail Extension (West Remington Avenue to West Fremont Avenue) project, and was also awarded \$3 million for the Bernardo Avenue Caltrain undercrossing project and \$24 million for Caltrain Grade Separations at Mary Avenue location.

## VEHICLE REGISTRATION FEE FUND

This fund accounts for revenues received through the \$10 annual Vehicle Registration Fee assessed to automobiles owned by residents of Santa Clara County. The funds are collected by the Department of Motor Vehicles and administered by the Santa Clara Valley Transportation Authority. These vehicle registration fees pay for programs and projects that provide local road improvements and repairs.

80% of the fee revenue (receipts plus interests) is made available to local agencies through the local road improvement and repair program based on the Fund Distribution Formula, 15% for competitive countywide program funding, and the remainder for VTA program administration. The Fund Distribution Formula gives the county its percentage share in proportion to its total roadway lane mileage recorded by the Metropolitan Transportation Commission, with the remaining funds distributed to cities and towns based on each agency's percentage share of total county population (excluding unincorporated areas). For FY 2025/26 and throughout the twenty-year financial plan, local road improvement and repair program funding of around \$1 million is planned and programmed for the city-wide Pavement Rehabilitation project.

## YOUTH AND NEIGHBORHOOD SERVICES FUND

This fund accounts for the revenues and expenditures associated with the Columbia Neighborhood Center program. The City Council approved the development of a neighborhood service center at Columbia Middle School to support local health, social, recreational, and educational programs and services in collaboration with the Sunnyvale School District, community businesses, and non-profits, focusing on high-need families. Advanced Micro Devices contributed \$1 million to the project, of which approximately one-half established the Youth and Neighborhood Services Fund. An endowment reserve of \$510,217 is maintained each year to generate interest income to help offset ongoing program expenditures.

The District reimburses the City for 50% of certain program costs as outlined in the partnership agreement. Other resources include facility rentals, drop-in fitness room fees, and an annual subsidy from the

General Fund. Expenses included in this Fund are for the direct services provided at the Center, including operations, which are overseen by the Library and Recreation Services Department.

**To go to Special Revenue Fund 20-year Financial Plan tables, page 333, click here.**



**CITY OF SUNNYVALE**  
**2020. COMBINED HOUSING FUND**  
**FINANCIAL PLAN FIVE-YEAR SUMMARY**  
**JULY 1, 2024 TO JUNE 30, 2028**

	ACTUAL 2023/2024	CURRENT 2024/2025	BUDGET 2025/2026	PLAN 2026/2027	PLAN 2027/2028
RESERVE/FUND BALANCE, JULY 1	84,951,875	67,799,000	40,293,818	48,272,506	39,711,203
CURRENT RESOURCES:					
Housing Mitigation Fees	256,148	11,556,401	3,723,267	4,262,411	4,262,411
Housing Loan Repayments	448,266	1,774,477	574,987	592,236	610,003
BMR In-Lieu Fees	922,149	21,309	3,869,077	3,228,188	7,242,463
BMR Processing Fees	14,609	23,886	25,090	25,843	26,618
Transfers From Other Funds	1,000,000	0	0	0	0
Rental Income	16,500	162,000	312,000	318,000	12,000
Interest Income	1,840,667	2,119,467	1,736,595	1,316,778	1,434,265
TOTAL CURRENT RESOURCES	4,498,339	15,657,540	10,241,015	9,743,457	13,587,760
TOTAL AVAILABLE RESOURCES	89,450,214	83,456,541	50,534,833	58,015,963	53,298,963
CURRENT REQUIREMENTS:					
Operations	1,000,501	1,318,264	1,380,340	1,432,244	1,482,797
New Civic Center Rent	407,257	230,499	233,956	240,975	248,204
Special Projects	19,947,260	40,068,598	287,000	270,000	250,000
Funding for Future Projects	0	1,217,000	0	16,000,000	0
Transfer To Employee Benefits Fund	211,742	216,742	246,543	244,113	253,234
General Fund In-Lieu	84,455	111,619	114,488	117,429	120,443
TOTAL CURRENT REQUIREMENTS	21,651,214	43,162,723	2,262,327	18,304,761	2,354,679
RESERVES:					
Housing Mitigation Reserve	48,748,462	26,232,208	30,528,355	25,069,228	29,274,708
BMR Reserve	19,050,538	14,061,610	17,744,151	14,641,975	21,669,576
TOTAL RESERVES	67,799,000	40,293,818	48,272,506	39,711,203	50,944,284
FUND BALANCE, JUNE 30	0	0	0	0	0

**CITY OF SUNNYVALE**  
**2080. LOW & MODERATE HOUSING FUND**  
**FINANCIAL PLAN FIVE-YEAR SUMMARY**  
**JULY 1, 2024 TO JUNE 30, 2028**

	ACTUAL 2023/2024	CURRENT 2024/2025	BUDGET 2025/2026	PLAN 2026/2027	PLAN 2027/2028
RESERVE/FUND BALANCE, JULY 1	3,760,398	2,560,772	2,315,781	2,090,068	1,844,101
CURRENT RESOURCES:					
Interest Income	78,813	65,586	86,389	67,664	59,014
TOTAL CURRENT RESOURCES	78,813	65,586	86,389	67,664	59,014
TOTAL AVAILABLE RESOURCES	3,839,211	2,626,358	2,402,170	2,157,732	1,903,115
CURRENT REQUIREMENTS:					
Operations	47,224	45,918	48,069	49,599	51,436
Special Projects	218,138	250,000	250,000	250,000	250,000
Transfer to Employee Benefits	9,498	10,674	9,945	9,840	10,210
Transfer To Housing Fund	1,000,000	0	0	0	0
General Fund In-Lieu	3,578	3,985	4,087	4,192	4,300
TOTAL CURRENT REQUIREMENTS	1,278,439	310,577	312,102	313,631	315,945
RESERVES:					
20 Year RAP	2,560,772	2,315,781	2,090,068	1,844,101	1,587,170
TOTAL RESERVES	2,560,772	2,315,781	2,090,068	1,844,101	1,587,170
FUND BALANCE, JUNE 30	0	0	0	0	0

**CITY OF SUNNYVALE**  
**2040. COMBINED COMMUNITY DEVELOPMENT BLOCK GRANT FUND**  
**FINANCIAL PLAN FIVE-YEAR SUMMARY**  
**JULY 1, 2024 TO JUNE 30, 2028**

	ACTUAL 2023/2024	CURRENT 2024/2025	BUDGET 2025/2026	PLAN 2026/2027	PLAN 2027/2028
RESERVE/FUND BALANCE, JULY 1	219,600	167,981	403,608	236,970	145,243
CURRENT RESOURCES:					
HUD Program Year 2019	0	10,308	0	0	0
HUD Program Year 2020	48,196	11,084	0	0	0
HUD Program Year 2021	9,837	0	0	0	0
HUD Program Year 2022	298,523	145,555	0	0	0
HUD Program Year 2023	0	555,596	0	0	0
HUD Program Year 2024	0	1,043,481	0	0	0
HUD Program Year 2025	0	0	1,043,481	0	0
Future HUD Allocations	0	0	0	1,000,000	1,000,000
Housing Loan Repayments	160,782	172,189	240,000	178,965	178,965
CDBG-CV	541,775	200,902	0	0	0
TOTAL CURRENT RESOURCES	1,059,112	2,139,114	1,283,481	1,178,965	1,178,965
TOTAL AVAILABLE RESOURCES	1,278,712	2,307,096	1,687,089	1,415,936	1,324,209
CURRENT REQUIREMENTS:					
Operations	350,376	375,000	389,060	403,822	417,974
Special Projects	603,092	850,228	879,950	50,000	50,000
Capital Projects	0	490,000	0	300,000	0
Outside Group Funding Projects	157,262	156,522	156,450	150,000	150,000
Future CDBG Projects	0	0	0	342,211	529,711
Transfer To Fleet Fund	0	7,078	0	0	0
Transfer To General Fund	0	24,659	24,659	24,659	24,659
TOTAL CURRENT REQUIREMENTS	1,110,731	1,903,488	1,450,119	1,270,692	1,172,345
RESERVES:					
20 Year RAP	167,981	403,608	236,970	145,243	151,864
TOTAL RESERVES	167,981	403,608	236,970	145,243	151,864
FUND BALANCE, JUNE 30	0	0	0	0	0

**CITY OF SUNNYVALE**  
**2060. HOME GRANT FUND**  
**FINANCIAL PLAN FIVE-YEAR SUMMARY**  
**JULY 1, 2024 TO JUNE 30, 2028**

	ACTUAL 2023/2024	CURRENT 2024/2025	BUDGET 2025/2026	PLAN 2026/2027	PLAN 2027/2028
RESERVE/FUND BALANCE, JULY 1	798,642	441,663	2,327,179	1,709,841	0
CURRENT RESOURCES:					
HUD Program Year 2016	46,326	0	0	0	0
HUD Program Year 2018	146,546	0	0	0	0
HUD Program Year 2019	280,455	0	0	0	0
HUD Program Year 2020	(29,806)	134,760	0	0	0
HUD Program Year 2021	0	373,624	0	0	0
HUD American Rescue Plan 2021	179,307	1,277,663	0	0	0
HUD Program Year 2022	0	357,859	0	0	0
HUD Program Year 2023	0	341,214	0	0	0
HUD Program Year 2024	0	377,129	0	0	0
HUD Program Year 2025	0	0	377,129	0	0
Future HUD Allocations	0	0	0	377,000	377,000
Housing Loan Repayments	114,731	130,501	100,000	139,157	139,157
Interest Income	10,855	10,855	10,855	0	0
TOTAL CURRENT RESOURCES	748,414	3,003,605	487,984	516,157	516,157
TOTAL AVAILABLE RESOURCES	1,547,056	3,445,268	2,815,163	2,225,998	516,157
CURRENT REQUIREMENTS:					
Operations	84,564	111,667	98,901	101,528	105,107
In-Lieu Charges	0	6,422	6,422	6,422	6,422
Special Projects	1,020,829	1,000,000	1,000,000	0	0
Future HOME/Housing Projects	0	0	0	2,118,048	404,628
TOTAL CURRENT REQUIREMENTS	1,105,393	1,118,089	1,105,323	2,225,998	516,157
RESERVES:					
HOME Reserve	441,663	2,327,179	1,709,841	0	0
TOTAL RESERVES	441,663	2,327,179	1,709,841	0	0
FUND BALANCE, JUNE 30	0	0	0	0	0

**CITY OF SUNNYVALE**  
**2070. PERMANENT LOCAL HOUSING ALLOCATION (PLHA) GRANT PROGRAM FUND**  
**FINANCIAL PLAN FIVE-YEAR SUMMARY**  
**JULY 1, 2024 TO JUNE 30, 2028**

	ACTUAL 2023/2024	CURRENT 2024/2025	BUDGET 2025/2026	PLAN 2026/2027	PLAN 2027/2028
RESERVE/FUND BALANCE, JULY 1	0	77,257	1,545	1,607	0
CURRENT RESOURCES:					
PLHA Grant	577,257	2,152,925	350,241	0	0
Future PLHA Allocations	0	0	0	403,599	403,599
Interest Income	0	1,545	62	0	0
TOTAL CURRENT RESOURCES	577,257	2,154,470	350,303	403,599	403,599
TOTAL AVAILABLE RESOURCES	577,257	2,231,727	351,848	405,206	403,599
CURRENT REQUIREMENTS:					
Operations	0	136,509	17,512	20,180	20,180
Special Projects	500,000	2,093,673	332,729	0	0
Future Projects	0	0	0	385,026	383,419
TOTAL CURRENT REQUIREMENTS	500,000	2,230,182	350,241	405,206	403,599
RESERVES:					
PLHA Reserve	77,257	1,545	1,607	0	0
TOTAL RESERVES	77,257	1,545	1,607	0	0
FUND BALANCE, JUNE 30	0	0	0	0	0

**CITY OF SUNNYVALE**  
**2100. PARK DEDICATION FUND**  
**FINANCIAL PLAN FIVE-YEAR SUMMARY**  
**JULY 1, 2024 TO JUNE 30, 2028**

	ACTUAL 2023/2024	CURRENT 2024/2025	BUDGET 2025/2026	PLAN 2026/2027	PLAN 2027/2028
RESERVE/FUND BALANCE, JULY 1	121,996,762	110,966,134	54,379,923	73,387,170	92,988,774
CURRENT RESOURCES:					
Investment Earnings	2,826,685	2,091,535	2,822,583	3,144,548	2,681,069
Park Dedication Fees	168,577	7,173,973	23,632,563	40,111,834	12,741,300
TOTAL CURRENT RESOURCES	2,995,262	9,265,508	26,455,146	43,256,382	15,422,369
TOTAL AVAILABLE RESOURCES	124,992,024	120,231,642	80,835,069	116,643,552	108,411,143
CURRENT REQUIREMENTS:					
Projects	12,711,101	64,642,851	6,315,884	21,767,606	14,532,360
Project Administration	1,314,789	1,208,868	1,132,017	1,887,171	1,828,733
TOTAL CURRENT REQUIREMENTS	14,025,890	65,851,719	7,447,900	23,654,777	16,361,093
RESERVES:					
Capital Projects Reserve	86,565,146	35,081,933	49,362,667	60,941,905	57,454,921
Land Acquisition Set-Aside (20%)	24,400,988	19,297,990	24,024,503	32,046,869	34,595,129
TOTAL RESERVES	110,966,134	54,379,923	73,387,170	92,988,774	92,050,050
FUND BALANCE, JUNE 30	0	0	0	0	0

**CITY OF SUNNYVALE**  
**2300. EMPLOYMENT DEVELOPMENT FUND**  
**FINANCIAL PLAN FIVE-YEAR SUMMARY**  
**JULY 1, 2024 TO JUNE 30, 2028**

	ACTUAL 2023/2024	CURRENT 2024/2025	BUDGET 2025/2026	PLAN 2026/2027	PLAN 2027/2028
RESERVE/FUND BALANCE, JULY 1	61,242	99,862	0	0	0
CURRENT RESOURCES:					
Intergovernmental Revenue, Federal	10,169,533	9,500,000	9,500,000	9,500,000	9,500,000
Intergovernmental Revenue, State	113,329	1,000,000	1,000,000	1,000,000	1,000,000
Intergovernmental Revenue, County	2,036	0	0	0	0
Contributions from Non-Governmental Sources	114,614	0	0	0	0
Other Revenues	500	0	0	0	0
TOTAL CURRENT RESOURCES	10,400,012	10,500,000	10,500,000	10,500,000	10,500,000
TOTAL AVAILABLE RESOURCES	10,461,254	10,599,862	10,500,000	10,500,000	10,500,000
CURRENT REQUIREMENTS:					
Operations	9,942,317	9,649,990	9,618,036	9,608,553	9,598,880
New Civic Center Rent	0	464,871	474,168	483,651	493,325
Indirect Costs	419,075	485,000	407,796	407,796	407,796
TOTAL CURRENT REQUIREMENTS	10,361,392	10,599,862	10,500,000	10,500,000	10,500,000
RESERVES:					
20 Year RAP	99,862	0	0	0	0
TOTAL RESERVES	99,862	0	0	0	0
FUND BALANCE, JUNE 30	0	0	0	0	0

**CITY OF SUNNYVALE**  
**2400. PARKING DISTRICT FUND**  
**FINANCIAL PLAN FIVE-YEAR SUMMARY**  
**JULY 1, 2024 TO JUNE 30, 2028**

	ACTUAL 2023/2024	CURRENT 2024/2025	BUDGET 2025/2026	PLAN 2026/2027	PLAN 2027/2028
RESERVE/FUND BALANCE, JULY 1	1,029,033	1,153,130	919,741	1,005,785	1,094,430
CURRENT RESOURCES:					
Charging Station Use Fees	35,729	43,200	43,200	43,200	43,200
Special Assessment	244,100	250,451	257,185	264,901	272,848
County Administration Fee	(2,441)	(2,505)	(2,572)	(2,649)	(2,728)
Investment Earnings	25,535	24,177	27,230	26,680	25,238
TOTAL CURRENT RESOURCES	302,923	315,323	325,044	332,132	338,557
TOTAL AVAILABLE RESOURCES	1,331,957	1,468,454	1,244,784	1,337,917	1,432,987
CURRENT REQUIREMENTS:					
Operations	123,288	184,450	193,755	197,793	206,008
Other Overhead	22,529	39,013	14,237	14,603	14,978
Projects	626	292,662	0	0	0
Civic Center Rent	10,666	8,581	8,709	8,971	9,240
Transfers Out	21,717	24,008	22,297	22,121	22,936
TOTAL CURRENT REQUIREMENTS	178,826	548,713	238,999	243,487	253,162
RESERVES:					
20 Year RAP	1,153,130	919,741	1,005,785	1,094,430	1,179,825
TOTAL RESERVES	1,153,130	919,741	1,005,785	1,094,430	1,179,825
FUND BALANCE, JUNE 30	0	0	0	0	0

**CITY OF SUNNYVALE**  
**2500. GAS TAX FUND**  
**FINANCIAL PLAN FIVE-YEAR SUMMARY**  
**JULY 1, 2024 TO JUNE 30, 2028**

	ACTUAL 2023/2024	CURRENT 2024/2025	BUDGET 2025/2026	PLAN 2026/2027	PLAN 2027/2028
RESERVE/FUND BALANCE, JULY 1	10,882,617	12,198,246	4,513,941	3,962,933	4,601,748
CURRENT RESOURCES:					
Intergovernmental Revenue, State	4,226,789	4,247,922	4,269,162	4,290,508	4,311,960
Investment Earnings	295,232	358,360	200,764	191,830	201,750
TOTAL CURRENT RESOURCES	4,522,021	4,606,282	4,469,926	4,482,338	4,513,710
TOTAL AVAILABLE RESOURCES	15,404,638	16,804,528	8,983,867	8,445,270	9,115,459
CURRENT REQUIREMENTS:					
Operations	888,206	1,200,000	1,200,000	1,200,000	1,200,000
Curb Painting Operations	0	272,565	197,647	204,565	211,725
Capital Projects	977,606	861,334	815,313	0	79,476
Infrastructure Projects	1,143,304	9,606,861	2,513,883	2,141,903	1,250,707
Special Projects	0	1,000	0	11,754	0
Project Administration	197,277	348,828	294,091	285,301	72,171
TOTAL CURRENT REQUIREMENTS	3,206,393	12,290,588	5,020,934	3,843,522	2,814,078
RESERVES:					
20 Year RAP	12,198,246	4,513,941	3,962,933	4,601,748	6,301,380
TOTAL RESERVES	12,198,246	4,513,941	3,962,933	4,601,748	6,301,380
FUND BALANCE, JUNE 30	0	0	0	0	0

**CITY OF SUNNYVALE**  
**2521. ROAD MAINTENANCE AND REHABILITATION ACCOUNT (SB1)**  
**FINANCIAL PLAN FIVE-YEAR SUMMARY**  
**JULY 1, 2024 TO JUNE 30, 2028**

	ACTUAL 2023/2024	CURRENT 2024/2025	BUDGET 2025/2026	PLAN 2026/2027	PLAN 2027/2028
RESERVE/FUND BALANCE, JULY 1	8,357,268	10,667,558	2,967,394	3,349,878	0
CURRENT RESOURCES:					
Intergovernmental Revenue, State	4,033,925	4,187,727	4,313,358	4,442,759	4,576,042
Investment Earnings	240,508	213,351	59,348	0	0
TOTAL CURRENT RESOURCES	4,274,432	4,401,078	4,372,706	4,442,759	4,576,042
TOTAL AVAILABLE RESOURCES	12,631,701	15,068,636	7,340,101	7,792,637	4,576,042
CURRENT REQUIREMENTS:					
Projects	1,964,143	12,101,241	3,990,223	7,792,637	4,576,042
TOTAL CURRENT REQUIREMENTS	1,964,143	12,101,241	3,990,223	7,792,637	4,576,042
RESERVES:					
RMRA Reserves	10,667,558	2,967,394	3,349,878	0	0
TOTAL RESERVES	10,667,558	2,967,394	3,349,878	0	0
FUND BALANCE, JUNE 30	0	0	0	0	0



**CITY OF SUNNYVALE**  
**2560. 2016 MEASURE B SANTA CLARA VTA FUND**  
**FINANCIAL PLAN FIVE-YEAR SUMMARY**  
**JULY 1, 2024 TO JUNE 30, 2028**

	ACTUAL 2023/2024	CURRENT 2024/2025	BUDGET 2025/2026	PLAN 2026/2027	PLAN 2027/2028
RESERVE/FUND BALANCE, JULY 1	(23,169)	(72,474)	6,150,690	6,342,543	0
CURRENT RESOURCES:					
2016 Measure B Local Streets and Roads Allocation	3,508,758	14,439,843	4,730,000	3,980,000	4,165,925
2016 Measure B Bike/Ped Education & Encouragement Al	78,570	620,959	146,000	104,000	110,490
2016 Measure B Stevens Creek Trail Extension	57,476	3,136,634	0	0	0
2016 Measure B East Channel Trail Study	0	830,000	0	0	0
2016 Measure B Bernardo Avenue Caltrain Under-crossin	0	3,000,000	0	0	0
2016 Measure B Caltrain Grade Separation at Mary Avenu	0	24,000,000	0	0	0
TOTAL CURRENT RESOURCES	3,644,803	46,027,436	4,876,000	4,084,000	4,276,415
TOTAL AVAILABLE RESOURCES	3,621,634	45,954,962	11,026,690	10,426,543	4,276,415
CURRENT REQUIREMENTS:					
Projects	3,694,108	39,804,272	4,684,146	10,426,543	4,276,415
TOTAL CURRENT REQUIREMENTS	3,694,108	39,804,272	4,684,146	10,426,543	4,276,415
RESERVES:					
20 Year RAP	(72,474)	6,150,690	6,342,543	0	0
TOTAL RESERVES	(72,474)	6,150,690	6,342,543	0	0
FUND BALANCE, JUNE 30	0	0	0	0	0

**CITY OF SUNNYVALE**  
**2580. VRF LOCAL ROAD IMPROVEMENT PROGRAM FUND**  
**FINANCIAL PLAN FIVE-YEAR SUMMARY**  
**JULY 1, 2024 TO JUNE 30, 2028**

	ACTUAL 2023/2024	CURRENT 2024/2025	BUDGET 2025/2026	PLAN 2026/2027	PLAN 2027/2028
RESERVE/FUND BALANCE, JULY 1	4,216,848	4,743,434	93,311	181,415	0
CURRENT RESOURCES:					
Intergovernmental Revenue, County	1,158,306	1,039,550	1,029,607	1,029,607	1,029,607
2010 Vehicle Registration Fee Countywide Program	13,854	604,146	0	0	0
Investment Earnings	120,967	94,869	6,977	0	0
TOTAL CURRENT RESOURCES	1,293,126	1,738,565	1,036,584	1,029,607	1,029,607
TOTAL AVAILABLE RESOURCES	5,509,974	6,481,999	1,129,896	1,211,022	1,029,607
CURRENT REQUIREMENTS:					
Projects	766,540	6,388,688	948,481	1,211,022	1,029,607
TOTAL CURRENT REQUIREMENTS	766,540	6,388,688	948,481	1,211,022	1,029,607
RESERVES:					
SB83 VRF Funds	4,743,434	93,311	181,415	0	0
TOTAL RESERVES	4,743,434	93,311	181,415	0	0
FUND BALANCE, JUNE 30	0	0	0	0	0



## SUNNYVALE BUDGET GUIDE

### UNDERSTANDING THE SUNNYVALE BUDGET

Sunnyvale's Budget and Long-Term Financial Plan provides a framework for a unique budget document that presents both the immediate short-term action plans and the long-term trends for the City. In this manner, the budget provides the reader with a comprehensive view of the City's current financial picture, staff assumptions for long-term trends, and the way we work to achieve and maintain financial stability using those assumptions. The following elements contained in this document are integral to understanding this year's budget:

- Twenty-Year Financial Plans
- Departmental Overviews
- Performance Based Operating Budget
- Projects Budget

### TWENTY-YEAR RESOURCE ALLOCATION PLAN & FINANCIAL PLANNING

The Budget Document presents a twenty-year financial plan for the City's General Fund, as well as all other City funds. Twenty-year financial plans for other City funds are grouped into four categories: Special Revenue Funds, Capital and Infrastructure Funds, Enterprise Funds, and Internal Services and Other Funds. The General Fund is presented separately. It is the primary fund that accounts for many of the largest revenues, such as Property Tax and Sales Tax, and the most visible City services, such as police, fire, road maintenance, the library, and parks. For each category, detailed Fund Reviews are included before the Financial Plans. These reviews provide a summary of the funds, including explanations of major components and new developments for the current budget.

The Twenty-Year Resource Allocation Plan (RAP, or the long term-financial plan) is the backbone of the City's financial planning process. Each long-term financial plan lays out the revenues and expenditures by fiscal year. The financial plans include the prior year actual audited results and the current year budget, as well as projections for each of the coming twenty years. The City examines its operating and project budgets in depth in alternating years. In addition, key factors are rigorously evaluated and updated annually. For revenues, the current year budget is updated based on year-to-date revenue receipts. For ongoing revenues, staff works to estimate the next two years as accurately as possible and then analyzes historical information, economic cycles, and factors that can impact the revenue source, among other data, to project the revenue trend over the long term.

For expenditures, the operating budget is updated with Council- approved budget modifications that have occurred during the fiscal year. If significant project budgets are anticipated to be spent in future fiscal years, estimated carryover of project funds will be incorporated. All program budgets are rolled up annually by fund or sub-fund to the total amounts in the "Operations" line of the financial plans. From that base, inflation factors are applied to expenditures. Inflation factors are developed for each category of expenditures such as salaries, employee benefits, purchased goods and services, and equipment. Project budgets are also totaled annually by fund and reflected in the "Projects" line of the financial plans. In addition, project operating costs, if applicable, are shown separately on the financial plan.

A critical purpose of the long-term financial plan is its use as a tool for achieving and maintaining a structurally balanced budget. A fundamental part of the financial plans is that they are, by policy, balanced to the twentieth year. In order for the budget to be balanced, not only must resources be available to meet requirements over the twenty-year planning period with all reserve requirements met per Council Policy, but service levels must also not be impacted.

A balanced budget enables the City to maintain service levels over the twenty-year planning horizon by ensuring reserves are used strategically. For example, a budget is not balanced for the long term when there are drawdowns of reserves over a protracted length of time. Conversely, the build-up of reserves to the detriment of service levels also does not portray a balanced budget.

The objective in utilizing a twenty-year planning horizon is to sustain service levels, in large part, by managing reserves so that reserve levels are increased in good times and drawn down in difficult financial times. Further, the City's budget policy dictates that one-time revenues should not be used for ongoing expenditures, and all revenue estimates must be conservative, objective, and reasonable.

The General Fund's Budget Stabilization Fund is required by policy to be maintained at a minimum 15% of projected revenues for the first two years of the twenty-year planning period. The purpose of the Budget Stabilization Fund is to absorb economic cycle and maintain stable service levels over the long term.

By contrast, the General Fund Contingency Reserve can only be used for non-fiscal emergencies or disasters as determined by Council. The General Fund Contingency Reserve is required to be maintained at 15% of operating costs in the first year of the twenty-year plan and increased annually for projected increases in the Consumer Price Index.

The City's balanced twenty-year plan allows decision makers to better understand the true impact of policy decisions, and effectively requires that decisions made today include a guarantee that resources will be available to maintain services in the future. More importantly, this methodology incorporates both short- and long-term perspectives for planning revenues, operating requirements, and capital spending. It allows the cost of any policy decision to be measured in terms of long-range expenditure requirements, thereby raising "red flags" in areas where financial conditions may be significantly different in the future.

## PERFORMANCE BASED OPERATING BUDGET

To help the reader understand the proposed two-year operating budget, departmental overviews provide the context for the services and service levels provided. Leading off the section presenting each department's program or set of programs, the departmental overviews describe the organizational structure for service delivery, performance accomplishments, budget highlights, and significant changes in the proposed budget as compared to the current budget.

A summary of performance and workload indicators are included in the departmental overviews. The performance indicators represent the goals and results staff plan to achieve, while the workload indicators provide output and relevant statistical data. These performance metrics are linked to goals laid out in the City's Consolidated General Plan, the City's long-term blueprint for the community's vision of future growth. Additionally, these indicators help explain why services are provided and the impacts of the level at which we provide them. As such, the indicators are an important component of the performance-based budget structure and continuous review is part of our process of holding the City accountable.

A detailed walk through of budgetary changes from the prior year budget is included and itemized for readers to understand the major changes in a department's budget. These include changes to the Base Budget, the cost of providing the Council-approved service level for the upcoming fiscal years.

Service level adjustments are described in detail with the associated performance impacts. A summary of budgeted costs can be reviewed by program and service delivery plan. Through this presentation, community members can see the costs of the services being provided.

The departmental overviews also include detailed costing of budgeted positions and goods and services. Information is displayed by programs and service delivery plans, cost category, and fund.

## PROJECTS BUDGET

In the City of Sunnyvale, the term “project” refers to a non-operating activity. The City segregates each project into one of four possible categories: Capital, Infrastructure, Special, and Outside Group Funding. Capital projects are major expenditures related to construction, improvement or acquisition of capital assets. Infrastructure projects are inherently related to capital projects. After a capital project is complete, the City has an asset that must be maintained through the operating budget until the asset reaches a point where maintenance costs exceed renovation/replacement costs. An infrastructure project is developed in order to provide future funds at the time that replacement or renovation is required. Special projects are one-time only in nature and are set up to eliminate the impact such costs would have on operating programs. For example, the cost of service study for solid waste would be a special project. Outside group funding projects are essentially special projects; however, they are established to identify contributions made to local community-based organizations.

Each project is identified individually in the budget document and linked to a General Plan goal. Estimated costs are included for each project over the twenty-year planning period. Projects also reflect anticipated outside revenues that will fund the project, such as grants and fees. In addition, project operating costs are budgeted for those ongoing operating costs that will need to be included in future years upon completion of a given project. Consideration of this information enables decision makers to evaluate the complete costs of proposed actions. This prevents the City from adding assets or activities that are not sustainable over the long term.

The projects budget also includes unfunded projects, which are desirable or pose a liability in the long term but do not have identified funding sources. In some cases, future grant funds may be available for all or a portion of the costs, but it is the City’s policy not to recognize these revenue sources until they are actually available.

Projects related to long-range plans are also identified separately in their respective sections of the Projects Budget volume. Specifically, projects related to Traffic and Transportation that are part of long-range plans are listed in the Traffic and Transportation section of the Projects Budget volume.

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## BUDGET POLICIES

### TWO-YEAR OPERATING & PROJECTS BUDGET

In recognition of the tremendous effort required to develop budgets, the City implemented a two-year operating budget. Although the City reviews its budget on an annual basis, it only prepares a detailed operating budget each biennium. This means that operating budgets are minimally updated during the second year of the two-year budget. During the “off year” of the operating budget, the projects budget is reviewed in detail.

### TYPES OF EXPENDITURES

There are four major types of expenditures in the City’s spending plan: operating, equipment, capital improvements, and debt service. Operating expenditures are related to a program’s base budget and include such items as general supplies, personnel costs, and equipment rental. Major equipment expenses like computer hardware or city-owned cars are provided for separately under a general services program. Capital improvements are expenditures which affect the economic vitality and quality of life in the community. A good example would be construction of a park or resurfacing a city street. Debt service allows an improvement to be made when it is needed rather than being delayed until funds are accumulated in the City’s treasury. Debt service is essentially a long-term loan, buying something today and paying for it over time. It may be used to finance, for example, a new community center building.

### COST ACCOUNTING

Cost accounting is a method of accounting that gathers together all the elements of cost incurred to accomplish a purpose, carry on an activity, or complete a unit of work. By using this financial technique, the City is able to assess the true cost of providing a service. The City’s internal users of information management, fleet and equipment, and buildings are assessed rental rates through their programs for the use and eventual replacement of services and equipment. Employee benefits such as leave usage, retirement, and insurances also are recovered by charging the programs that use personnel services. The City also uses an allocation system to distribute administrative costs for services provided by departments such as Finance and Human Resources.

### BASIS OF BUDGETING

“Basis of budgeting” refers to the method used to recognize revenues and expenditures in the budget. For the City of Sunnyvale, the basis of budgeting is the same basis used for accounting. The modified accrual basis is followed in the Governmental and Agency Funds including the General Fund and special revenue funds like the Park Dedication Fund. Under this basis, revenues are recognized when they become “susceptible to accrual,” which means they are both measurable and available. Measurable means the amount of the transaction can be determined.

The City considers revenues to be available if they are collected within 60 days of the current fiscal year, except for sales tax and grant revenues. The City uses a ninety-day availability period for sales taxes as the State disburses the April-to-June cleanup each September. Expenditure-driven grants are recognized as revenue when the qualifying expenditures have been incurred and all other eligibility requirements have been met, and the amount is received during the period or within the availability period for this revenue sources. Expenditures generally are recorded when a liability is incurred except for debt service expenditures, which are recorded when payment is due.



Intergovernmental revenues (primarily grants) that are received as reimbursement for specific purposes or projects are recognized based on when the related expenditures are recorded. Intergovernmental revenues which have virtually unrestricted purpose and are revocable only for failure to meet prescribed compliance requirements are reflected as revenues at the time of receipt or earlier if availability criteria are met.

The accrual basis is used in the proprietary funds, which include enterprise funds and internal service funds. Revenues are recognized when earned and expenses are recognized when the related liabilities are incurred.

## ANNUAL COMPREHENSIVE FINANCIAL REPORT

The Annual Comprehensive Financial Report is prepared according to generally accepted accounting principles (GAAP). The City prepares its budget in accordance with GAAP with the following exceptions:

- Loans requiring the use of current resources need to be budgeted as expenditures; in the Comprehensive Annual Financial Report, the disbursement of loans is treated as a balance sheet item.
- Appropriated budgets are not always needed for all of the City's funds. For example, a budget is not appropriated for the advance refunding of bonds because the resulting bond proceeds are deposited into escrow accounts and are considered restricted assets.
- Principal payments on long-term debt within the enterprise funds are applied to the outstanding liability in the Comprehensive Annual Financial Report, while such items are treated as expenses in the budget.
- Capital outlay within enterprise funds and internal service funds are capitalized as fixed assets in the Comprehensive Annual Financial Report, in contrast to their treatment as expenses in the budget.
- The budget does not record depreciation expenses.
- GAAP requires the reporting of investments at fair value. Because the City's policy is to hold investments to maturity, the changes in fair value are not reflected in the budget.

## BUDGETARY POLICY & CONTROL

The City's Adopted Budget serves as a planning and policy document.

State law requires cities to prepare a general plan outlining the long-range goals and direction for the community. Sunnyvale's General Plan is a fundamental tool in guiding the City through change and growth. It addresses the physical development of the City and, when used together with a larger body of Council policies, provides direction for decision-making on City services and resources. It is both a long-range and a strategic planning document, containing long-term goals and policies for the next 10-20 years and strategic actions for the next five to ten years. Sunnyvale's budget implements the goals, policies, and programs outlined in the General Plan. Therefore, the budget and the General Plan must be in sync.

The City's budget is very detailed, ensuring that the City Council as the governing body is fully informed and in control of all aspects of the City's financial activities. Information is organized by fund, department, and by project. The budget includes equipment, operating, and debt service costs as well as capital, infrastructure, and special projects. The budget also contains detailed long-term financial plans with projections for expenditures, revenues, and reserves for an additional nineteen years.

Council approval also is required for proprietary funds and internal services funds if the expenditures for the fiscal year exceed actual revenues plus the planned, annualized appropriation from Reserves.

Budgets are legally adopted for all governmental funds except for the Special Assessment Debt Service Fund. The Special Assessment Debt Service Fund does not have an adopted budget because the City is only required to make debt service payments in the event of a property owner's default.

Budgets are also adopted legally for all proprietary funds. Formal budgets are employed as a management control device for all funds in which a budget has been adopted. However, it serves as the primary means of spending control for the General Fund, special revenue funds, debt service funds, and capital project funds.

Budgets can be modified during the fiscal year if needed because of a legislative mandate, City Council or City Manager directive, an increase above planned costs, or an unanticipated change in service level. Budget modifications cover one fiscal year only and must generally be approved and appropriated by City Council through the Report to Council (RTC) process. The fiscal impact of the RTC outlines any potential revenue and expenditure impact as well as impact on fund reserves. This allows management to focus on changes to the base budget during the next budget process. To aid City Council and administration efficiency, per Council Policy 7.1.5, the City Manager may appropriate grants up to \$100,000 that are also free of local match requirements and do not obligate the City to ongoing expenses not already planned in the City's Resource Allocation Plan. These budget amendments are approved by the City Manager via the Report to Council process with all approved amendments reported to Council with the year-end budgetary report. During the budget year, for governmental and agency funds, the City Manager is authorized to reappropriate budgeted amounts between departments that are financed by the same fund. Council approval is required if the reappropriation exceeds the thresholds outlined below:

ANNUAL PROGRAM BUDGET	REAPPROPRIATION THRESHOLD	MAXIMUM REAPPROPRIATION THRESHOLD (ANNUAL)
> \$500,000	\$100,000 or 5%, whichever is greater	\$250,000
< \$500,000	\$50,000 or 50%, whichever is less	\$50,000

## COMMUNITY PARTICIPATION

The Sunnyvale community has an opportunity to participate in the Twenty-Year Resource Allocation planning process through numerous avenues such as Council-appointed boards and commissions, study sessions, and public hearings. The public may attend Council study sessions dealing with pending policy issues as well as Council meetings every other Tuesday throughout the year. At Council meetings, the community is given an opportunity to speak during the public hearing period. Additionally, for major policy updates, the City provides extensive outreach to the affected community groups.

There are also various opportunities for the community to provide direct input during the budget process. The public can propose Budget Proposals or Study Issues for consideration in the Recommended Budget at anytime and can also comment at the formal Study Issues/Budget Proposals public hearing that is held in January. In addition, the annual Budget Workshop in May is open to the public and a formal public hearing on the Adopted Budget is held in June.

## STRATEGIC PLANNING

The City's strategic planning process is integral to budget development and informs the City's budget. In January, the City Council specifically discusses important fiscal issues that may have short-term or long-term effects on how the City provides and maintains services to the community. During this strategic session, Council is updated with a fiscal and economic outlook as well as a progress update on Council priorities and key focus areas. The culmination of this strategic planning session is direction from Council to confirm or update Council priorities for the year. This strategic direction is then implemented as part of budget development process with the ability to further Council's priorities a key evaluation component of funding requests during the budget process.

City Council holds an annual public hearing and workshop to consider Study Issues and Budget Proposals. The Study Issues process provides a method for identifying, prioritizing, and analyzing policy issues that may result in new or revised city policies. City Council ranks Study Issues and the City Manager includes those that can be completed during the calendar year without disrupting service

delivery or modifying service levels set by Council in the City Manager's Recommended Budget as a Budget Supplement. Council then acts on Budget Supplements in the annual Budget Workshop. Council-approved Budget Supplements are incorporated into the final Adopted Budget.

The Budget Proposal process is an opportunity for Council to recommend the addition of one-time or ongoing expenses in an efficient and effective way. A Budget Proposal is a suggestion to add a new service, eliminate a service or change the level of an existing City service. Budget Proposals are included in the Recommended Budget as Budget Supplements. Council then acts on Budget Supplements in the annual Budget Workshop. Council-approved Budget Supplements are incorporated into the final Adopted Budget.

## BUDGET PROCESS

### BUDGET CALENDAR OVERVIEW

The City operates on a July 1 through June 30 fiscal year. The City's annual budget development process begins in October each year and culminates with the adoption of the budget by the City Council in June. This is consistent with the City Charter that requires the City Manager to submit a Recommended Budget to the City Council no later than 35 days prior to June 30th. In June of each year, the City Council holds a public hearing, also required by the City Charter. Prior to June 30 of each year, the budget as modified by the City Council is legally enacted by adoption of a budget resolution.

Below is a high-level calendar detailing key steps throughout the process. As noted previously, the City of Sunnyvale alternates years for developing operating budgets and projects budgets. The budget development process is the same whether an operating or projects budget year and consists of three main phases: baseline budget review to evaluate and re-align existing resources; the adjusted baseline phase to revise revenue and expenditure assumptions to maintain existing commitments; and the service level adjustment phase to consider service level enhancements.

During the baseline budget phase (October - Nov), the focus is on ensuring resource alignment with current operating and project plans. Some key activities of this stage are:

- Reviewing operating organizational structure and project scope
- Reviewing operating performance measures and project evaluation and analysis
- Realigning resources within the approved existing service level budget

The Adjusted Baseline phase (Dec - Jan) includes updating the baseline budget to ensure adequate funding to maintain existing service levels. This includes:

- Revising revenue projections and updating fund balance with audited financials from the prior year; budgetary year-end RTC
- Updating inflation assumptions (i.e., salaries and benefits, goods and services, construction costs, etc.) to meet existing service levels and scope of existing planned projects
- Funding previously committed costs (e.g., operating costs for recently completed projects, etc.)
- Incorporating costs for regulatory changes and other legal mandates

The Service Level Adjustment phase (Feb - Mar) is an opportunity to consider enhancing service levels or proposing new initiatives. Each service level adjustment submission is reviewed in terms of potential to further the City's General Plan goals or Council's priorities, fiscal impact, and stated performance goals before including or excluding in the budget. To this end, it should be noted that service level adjustments can reduce service levels as well, especially during times of economic uncertainty. Also during this phase:

- Council priorities are confirmed
- City Manager provides strategic direction regarding Service Level Adjustment process
- Budget Supplements are completed and reviewed

The Recommended Budget is produced and delivered to City Council at the beginning of May. During this timeframe (Apr-May), we undertake the following activities:

- Finalizing revenue and expenditure projections in the 20-yr long-term financial plans
- Drafting and delivering the Recommended Budget to City Council
- Holding the annual City Council Budget Workshop hosted by the City Manager

City Council adopts the budget (June) after:

- Holding a public hearing on the Adopted Budget
- Adopting a budget resolution to legally enact the budget for the year

Budget Modifications can be approved by City Council all year via the RTC process per the following financial policies:

- Budget Modifications \$100,000 or less with no City funding commitments approved by City Manager
- Budget modifications over \$100,000 and/or modifications under
- \$100,000 if ongoing costs by majority of Council

The calendar below represents key milestones that take place regardless of whether the budget being developed is an operating budget or a projects budget. It also incorporates critical elements of budgetary policy and control, as discussed in a separate section above.

## BUDGET CALENDAR

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Budget kick-off												
Baseline budget review												
*Budgetary year-end report for previous fiscal year to Council												
Incorporate baseline adjustments												
Update major revenue projections												
Council Strategic Planning Session & Budget Proposals Workshop												
*Budget Supplements from Workshop completed and approved												
Review proposed service level adjustments												
Develop 20-year Long-Term Financial Plans for all City funds												
Deliver Recommended Budget to Council												
*City Manager's Budget Workshop												
Adopted Budget public hearing												
*City Council adopts budget												
*Budget amendments approved per Council policy (July – June)												

\*These are milestones during the Budget Calendar that are related to Budgetary Policy & current year update Control.

## FISCAL POLICIES

Council Fiscal Policy applies the following guiding fiscal policies to the City's Budget and Resource Allocation Plan:

### 7.1 A Budget Policies

#### A.1: Development of the Budget and Resource Allocation Plan

- A.1.1 The public will be encouraged to participate fully in the budget process.
- A.1.2 A Study/Budget Proposals Workshop will be held each year prior to preparation of the City Manager's Adopted Budget to consider budget proposals for the upcoming Recommended Budget.
- A.1.3 A balanced Twenty-Year Resource Allocation Plan shall be presented to the City Council annually.
- A.1.4 The Twenty-Year Resource Allocation Plan shall be prepared on a two-year Operating Budget cycle.
- A.1.5 The Operating Budget shall be approved annually with the second year approved in concept.
- A.1.6 A proposed budget shall be recommended to the City Council by the City Manager no less than thirty-five days before the beginning of the fiscal year, in accordance with the City Charter.
- A.1.7 At least one public hearing shall be held after the City Manager's Adopted Budget is presented to the Council in order to solicit public input before adoption.
- A.1.8 Boards and Commissions should review the annual budget as appropriate to their area of interest and make recommendations to the City Council.
- A.1.9 The City Council shall adopt the City Manager's Adopted Budget, with any changes desired, by resolution before June 30th of each year.
- A.1.10 Resources will be allocated in direct relation to General Plan goals.

- A.1.11 The Resource Allocation Plan shall be prepared by General Plan element to link city resources with the accomplishment of General Plan goals.
- A.1.12 New or expanded services should support the priorities reflected in the General Plan.
- A.1.13 All competing requests for City resources should be weighed within the formal annual budget process.
- A.1.14 Final actions on study issues with significant financial impacts should be withheld until they can be made in the full context of the annual budget process.

#### A.2: Long-Term Financial Planning

- A.2.1 The City shall maintain a long-term fiscal perspective by annually preparing a Twenty-year Long-Term Financial Plan for each fund except for Fiduciary and Debt Services Fund. Those funds which account for intergovernmental grants will only include known entitlements.
- A.2.2 Major financial decisions should be made in the context of the Twenty-Year Long-Term Financial Plan.
- A.2.3 Long-term financial planning should enable the current service level provided to be sustained over time through the strategic use of reserves.
- A.2.4 The Long-Term Financial Plans should be used to communicate the fiscal impact of City decisions to all stakeholders whenever possible.

#### A.3: Performance-Based Budget System

- A.3.1 The operating budget will be prepared and managed on a program basis.

- A.3.2 All costs attributable to a budgeted program will be fully reflected in program budgets (with the exception of capital costs of general-use public buildings and facilities).
- A.3.3 An emphasis should be placed on achieving maximum work productivity to ensure an optimal allocation of human and fiscal resources for Council approved services and programs.
- A.3.4 All operating programs must identify the service provided, the service level, and the resources necessary to accomplish the specific service level.
- A.3.5 A performance measurement system will be maintained and used to evaluate quality of service and to report results.

#### **A.4: Budget Monitoring and Modification**

- A.4.1 Expenditures for each department are legally limited to the amount authorized by the City Council in the Budget Resolution, plus subsequent changes approved by the City Council through Budget Modifications.
- A.4.2 The City's annual budget may be modified at any Council meeting by a majority vote of the City Council.
- A.4.3 The City's budget appropriation control shall be by department within the same fund for departments in the General Fund and Special Revenue Funds. For the Proprietary and Internal Service Funds, expenditures cannot exceed actual revenues plus the planned use of reserves.
- A.4.4 Appropriations for capital and special projects shall be limited to the amounts contained on the Budget Resolution for each project. All modifications to project budgets require Council approval.
- A.4.5 Budget reappropriations among programs within a Department and Fund may be authorized by the City Manager if service levels as approved by City Council are maintained.

- A.4.6 Any unexpended appropriations shall expire at fiscal year-end unless specifically reappropriated by the City Council for expenditure during the new fiscal year. (\* per City Charter Article XIII Fiscal Administration Section 1305, amended November 28, 2007, approved appropriations for Capital Improvement Projects shall not lapse at the end of the fiscal year unless the Capital Improvement Project has been completed and closed out or the City Council takes affirmative action to modify the budget appropriation for the Capital Improvement Project)

#### **7.1B Revenue Policies**

##### **B.1: Revenue Base**

- B.1.1 The City will maintain a diversified and stable revenue base, not overly dependent on any land use or external funding source.
- B.1.2 Taxes levied by the City will be used for the purpose of financing services performed for the common benefit.
- B.1.3 Taxes should be held at their lowest possible level, while maintaining Council-approved service levels.
- B.1.4 When considering a new tax or revenue source or an increase in an existing tax or revenue source, the following criteria should be considered:
  - Community/voter acceptance
  - Competitiveness with surrounding communities
  - Efficiency of revenue collection and enforcement
  - Effectiveness in generating sufficient revenues in the short- and long-term to justify its establishment
  - Enhancement of revenue diversity to promote stability and provide protection from downturns in business cycles
  - Equity/Fairness in distribution of the revenue burden on various segments of the community.



- B.1.5 Reliance on any restricted sources of revenue will be avoided.
- B.1.6 One-time revenues should not be used for ongoing expenditures.
- B.1.7 Revenue should not be targeted for a specific program, unless a revenue source has been established for the sole purpose of financing a particular expenditure.
- B.1.8 Potential new revenue sources will be investigated periodically to ensure that the City's revenue base is stable and diversified.
- B.1.9 Donations, contributions, and sponsorships may be accepted if they are in accordance with City policy and General Plan priorities.

## **B.2: Revenue Forecasting and Monitoring**

- B.2.1 All revenue estimates must be conservative, objective and reasonable.
- B.2.2 Revenue forecasts should be based on detailed information regarding historical performance and economic conditions whenever possible.
- B.2.3 At least ten years data for all tax revenue sources will be maintained.
- B.2.4 Revenues will be estimated for the budget year and for each planning year in the Twenty-Year Resource Allocation Plan.
- B.2.5 Methods to maximize the accuracy of revenue forecasts will be established.
- B.2.6 Estimated revenues from grant sources will be projected only to the specific date on which the entitlement will end.
- B.2.7 Estimated intergovernmental revenues for which the City is eligible (but which are not guaranteed) will be forecast to assure that local matching funds will be available if the revenues are realized.

## **B.3: Revenue Collection**

- The City will seek all possible Federal and State reimbursement for eligible projects and/or programs unless the cost of seeking the reimbursement exceeds the benefit received.
- An aggressive collection system for all accounts receivable, including utility receivables, will be utilized to assure that monies due to the City are received in a timely fashion.
- Monthly reviews and periodic audits of Transient Occupancy Tax returns will be conducted.
- Monthly reviews and periodic audits of all major locally administered revenue sources will be conducted.
- Periodic point-of-sale audits for Sales Tax will be conducted.

## **B.4: Grants and Intergovernmental Assistance**

See Council Policy 71.5 Grants, Donations, Contributions, and Sponsorships.

## **B.5: User Fees**

- B.5.1 User fees should be used to recover the cost of services that benefit specific segments of the community.
- B.5.2 User fees should be reviewed and adjusted at least annually to avoid dramatic changes.
- B.5.3 User fees and charges should not exceed the City's full cost of providing the service.
- B.5.4 User fees should be established at a level which reflects the full cost of providing those services unless the City Council determines a subsidy is appropriate.
- B.5.5 The City Council may determine for any service whether a subsidy from the City is in the public interest.
- B.5.6 User fees shall only be used when the cost of providing the service can be readily calculated and administered.
- B.5.7 User fees should be adopted by Council resolution and included in the Annual Fee Schedule.

- B.5.8 For fees and other charges not subject to administrative hearings, the City Manager or the City Manager's designees have the authority to waive fees, fines, interest, and/or penalties under the following circumstances:
- The fee or fine is for the first offense and the amount waived is \$50 or less, or
  - The balance due is less than \$10 and sending it to collections is not cost effective, or
  - City staff has determined waiving a portion of fees, fines, penalties, and/or interest maximizes the amount of revenue the City will collect and has received approval from the department director.
- B.5.9 A Fee Waiver system should be provided to allow persons who are economically disadvantaged to participate in and utilize programs, facilities, and services provided by the Community Recreation Fund. The criteria for eligibility in this system shall be established by Council policy.
- B.5.10 User fees for Golf, Tennis and recreation services shall be set administratively by the Director Library and Community Services in accordance with a documented methodology that depicts a relationship to cost recovery, market forces, and adjustments based on such factors as:
- Perceived benefit to the community
  - Pricing which favors Sunnyvale residents over non-residents
  - Target populations
  - Promotional and marketing considerations
- B.5.11 The fees established administratively by the Director of Library and Community Services shall be published at least twice a year.

## 7.1C Capital Improvement Policies

### C.1: Capital Improvement Plan

- C.1.1 An updated Twenty-Year Capital Improvement Plan shall be prepared on a two-year budget cycle.
- C.1.2 The City shall fund only those Capital Improvement Projects that are consistent with the adopted Capital Improvement Plan, City priorities, and General Plan goals.
- C.1.3 High priority should be given to replacing capital improvements prior to the time that they have deteriorated to the point where they are hazardous, incur high maintenance costs, negatively affect property values, or no longer serve their intended purposes.
- C.1.4 New or expanded capital improvements should maximize value and avoid duplication whenever possible by partnering with other entities to pool resources or share facilities.
- C.1.5 Priority will be given to the repair and replacement of existing infrastructure as compared to the provision of new or expanded facilities.
- C.1.6 The decision on whether to repair or to replace an existing capital asset will be based on which alternative is most cost-effective or provides the best value to the City over time.
- C.1.7 The operating impact of proposed capital projects, including ongoing operating expenditures, capital outlay, debt service, and infrastructure replacement will be identified in the Capital Budget and considered in the selection of projects for funding.
- C.1.8 Staff will identify the estimated costs, potential funding sources, return on investment, project schedule and relationship to the General Plan for each capital project proposal before it is submitted to the Council for approval.
- C.1.9 Capital improvements should be maintained to the level required to adequately protect the City's capital

investment and to minimize future maintenance and replacement costs.

- C.1.10 A Capital Projects Fund shall be used to account for major capital acquisition or construction projects associated with the General Fund and other governmental funds. The capital projects of the Utility Enterprise Funds shall be accounted for within the respective fund.
- C.1.11 The Infrastructure Renovation and Replacement Fund shall be used to account for projects related to the renovation and replacement of existing general City assets. Infrastructure projects related to the City's utilities shall be accounted for in the respective utility fund.

## C.2: Funding

- C.2.1 Governmental capital improvements should be funded on a "pay-as-you-go" basis in most cases. Alternate financing strategies may be considered in light of the specific project and the consequences of each financing strategy.
- C.2.2 Development-related improvements such as sidewalks, curbs and gutters, streetlights, and water and sewer lines should be funded by those directly benefiting from the improvements.
- C.2.3 The City will seek out and use intergovernmental funding sources for capital improvements, as is consistent with City priorities and General Plan goals.
- C.2.4 Funds for the replacement of City assets originally paid for by a developer should be included in the Capital Improvement Plan of the appropriate City fund.

## C.3: Design and Evaluation

- C.3.1 The planning and design of capital improvements should be based on standards that minimize construction costs, while assuring acceptable useful life and reducing maintenance requirements. Value engineering

processes will be utilized when necessary and appropriate.

- C.3.2 Budgeting for capital projects must reflect when the expenditures are scheduled to occur, using multi- year planning to ensure a reasonable time frame for projecting costs.
- C.3.3 Budgeting for capital projects over time should reflect the current industry standards for the growth of construction costs.
- C.3.4 Improvements should be designed with the following goals: to maximize energy efficiency, require minimal maintenance, create an efficient physical relationship for those working in the facility, provide adequate capacity for the projected useful life, and to have the ability to accommodate expected future expansion with minimum remodeling costs.

## 7.1D Land Policies

See Council Policy 1.2.7 Acquisition, Leasing, and Disposition of City-Owned Real Property

## 7.1E Reserve Policies

### E1: General Fund Reserves

- E.1.1 The General Fund Contingency Reserve will be maintained at 15% of operations costs in year one of the long-term plan, with annual increases based on projected increases in the Consumer Price Index. This reserve will only be utilized for non-fiscal emergencies or disasters as determined by Council.
- E.1.2 The sale of surplus property owned by the General Fund and any other one-time revenues shall be placed into a Reserve for Capital Improvement Projects to be used for capital improvement or expansion.
- E.1.3 The Budget Stabilization Fund shall be used to absorb economic cycles and maintain stable service levels over the long term.
- E.1.4 The Budget Stabilization Fund will be a minimum of 15% of projected revenues

for the first two years of the 20-year planning period. Beyond year two, the Budget Stabilization Fund will always have a balance of at least zero.

- E.1.5 The Service Level Set-Aside will be used to provide ongoing funds to increase service levels or add new services. Once used, this Set-Aside may be replenished according to economic conditions.

## **E.2: Internal Service Fund Reserves**

- E.2.1 The City will establish and maintain an Equipment Replacement Reserve to provide for timely replacement of the City's fleet, furniture and fixtures, technology and communication equipment.
- E.2.2 Reserve levels for each type of equipment will be established based on the lifecycle of existing assets accounted for in the appropriate Sub-Fund of the General Services Fund.
- E.2.3 Equipment replacement expenses should be amortized through the use of rental rate charges to be fully funded by users.
- E.2.4 The Workers' Compensation Reserve shall be maintained at a level deemed adequate to meet projected liabilities as determined by an actuarial evaluation.
- E.2.5 The Liability and Property Reserves will be maintained at a level which, together with purchased insurance policies, will adequately indemnify the City's property and liability risk. A qualified actuarial firm shall be retained in order to recommend appropriate funding levels.
- E.2.6 An Actuarial Retiree Medical Reserve will be maintained at a level that is deemed adequate to meet projected liabilities as determined by an actuarial evaluation. This Reserve should meet the GASB reporting requirements for these future costs.
- E.2.7 Rate Uncertainty Reserves will be funded for those employee benefits expenditures exhibiting high volatility or significant increases. The reserves

will ensure adequate funding while minimizing the effect on the funding of other City operations.

## **E.3. Pension and Other Post Employment Benefit Funding**

- E.3.1 The City shall utilize the services of an independent professional actuary ("actuary") not less than every other year to advise the City on its progress in paying down pension liabilities. The report shall also recommend if it is financially advantageous for the City to make payments directly to CalPERS for paying down the liability, or to invest in the Section 115 Trust or some combination thereof.
- E.3.2 The City shall keep track of the City's pension liability for Utility Funds separately from General or Special Revenue funded employees, since the former have a dedicated source of funding. Prudent actuarial assumptions shall govern how the liabilities of Utility employees will be calculated. Utility Funds shall build the cost of paying down these liabilities into their rate plans for both actives and retirees.
- E.3.3. In years where there are one-time savings in the General Fund operating budget, a portion of those savings shall be prioritized to pay for unfunded Pension and OPEB Liabilities except where replenishing the Budget Stabilization Fund to maintain fiscal sustainability is needed

## **7.1F Debt Management Policy**

See Council Policy 1.1.8 Fiscal - Debt Management Policy

## **7.1G Accounting Policies**

### **G.1: Accounting Principles**

- G.1.1 A Comprehensive Annual Financial Report will be prepared each year within six months of the close of the previous fiscal year.
- G.1.2 The Comprehensive Annual Financial Report shall be prepared in accordance with generally accepted accounting principles applicable to

- local governments and shall receive an unqualified opinion by the City's independent auditor each year.
- G.1.3 The Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting should be pursued annually.
- G.1.4 The accounting system shall provide a mechanism to fund accrued benefits liabilities.
- G.1.5 Pension obligations will be fully funded annually, and current pension contributions will not be deferred to balance current expenditures.
- G.1.6 An integrated accounting and budgeting system will be maintained so that production and cost for each activity can be calculated and evaluated.
- G.1.7 The City Council shall be provided with periodic summary financial reports, by fund, comparing actual revenues and expenditures to budgeted amounts.
- G.1.8 The City shall maintain a full cost accounting system.
- G.1.9 A city-wide Cost Allocation Plan shall be developed to identify the cost of administrative support for all City departments and special funds.
- G.1.10 The "modified approach" to account for streets infrastructure capital assets, as defined by GASB No. 34, shall be utilized for the City's street network. The City Council will establish a range of acceptable condition levels for the street network on a biennial basis and the City Manager will set the actual target condition level(s) each year.
- G.1.11 The City shall establish such separate funds as required by law to account for grant funding and other revenues limited to specific use.
- G.1.12 Internal Service Funds shall be used to account for the financing of goods and services provided by one department or agency to other departments or agencies of the City.

- G.1.13 Internal Service Funds shall be used to equitably distribute facility, vehicle and equipment replacement and maintenance costs among City user departments and to assure that adequate funding is on hand to replace/maintain assets and pay liabilities.
- G.1.14 Internal Service Funds shall be maintained to account for employee benefits and to provide a mechanism to fully fund accrued benefit liabilities.

## **G.2: Internal Controls**

- G.2.1 A system of effective internal controls shall be maintained that assures only properly authorized expenditures, recordings of financial transactions, and accounting entries are executed and provides for the physical security of City funds and assets.
- G.2.2 The City's Internal Audit function should conduct its work in accordance with generally accepted government auditing standards to ensure the independence of its findings.
- G.2.3 Periodic financial reviews will be conducted to assure that adequate internal controls exist, at a reasonable cost, and that fiscal practices are in compliance with Federal, State and City rules and regulations.
- G.2.4 Operational audits will be conducted to evaluate the efficiency and effectiveness of City functions.
- G.2.5 Performance audits will be conducted regularly the City Manager to verify that the performance data reported by each Department is complete, valid, and accurate.
- G.2.6 The City's cash handling practices shall be reviewed at least quarterly, as required by the City Charter, in order to safeguard the City's cash assets.

## **7.1H Purchasing Policies**

### **H.1: Centralized Purchasing System**

- H.1.1 Whenever possible, purchases will be made through a competitive bid or proposal process.



- H.1.2 Purchasing policies and procedures will be as fair and open as possible so that everyone involved will understand the elements of the process, including procedures, timelines, expectations, requirements, and criteria for supplier selection.
- H.1.3 A preference of 1% shall be given to local businesses in the evaluation of bids and proposals in the procurement of goods. Contracts exempt from this preference are:
- Emergency procurement
  - Sole source contracts
  - Contracts funded from grants, donations, or gifts with special conditions that specify otherwise
- H.1.4 Purchases of goods and services will be made from locally owned businesses whenever possible, in accordance with purchasing regulations.
- H.1.5 The City will actively seek opportunities to participate with other public agencies in the development of competitive bids that combine purchasing power to achieve volume pricing.
- H.1.6 City staff shall not use their position for personal gain in any procurement.
- H.1.7 Environmentally responsible procurement policies will be used where possible, to encourage recycling, reduce waste, conserve energy and natural resources and protect environmental quality.
- H.1.8 Technological advances that present more efficient and effective ways to purchase goods and services will be encouraged.
- H.1.9 An efficient and effective system of inventory management for City-stocked items and for sale or disposal or surplus items will be maintained.

## 7.1l Enterprise Fund Policies

### I.1: Utility Fund Policies

#### I.1a: Accounting and Fund Management

- I. 1a.1 The financial activities of each utility should be accounted for in a separate fund.

- I.1a.2 The City will assure that all direct and indirect costs of each utility are fully cost- accounted.
- I.1a.3 Expenses which are incurred to support more than one utility should be allocated to each utility in a manner that reasonably reflects the benefit received.
- I.1a.4 Each utility fund shall reimburse the General Fund, and/or other applicable funds, for the full cost of general government support services provided to that utility.
- I.1a.5 The user fees established for each utility will be reviewed annually and set at a level that will support the total costs of the utility, including direct and indirect costs and contributions to reserves set by Council policy.
- I.1a.6 In the event that any utility requires one-time resources from other City funds to support its operations, or that the utility provides resources to an unrelated program, the use of these funds should be accounted for as an inter-fund loan.
- I.1a.7 Debt service coverage should be maintained for each bond issue as required by the bond covenants.
- I.1a.8 No utility resources shall be used to fund unrelated General Fund services.

#### I.1b: Capital Program

- I.1b.1 Capital improvements associated with the existing infrastructure of a utility should be primarily funded from two sources: rate revenue and debt financing.
- I.1b.2 New improvements or expanded capacity in any utility should be funded by those benefiting through specific charges, such as connection fees, impact fees, or mitigation fees.
- I.1b.3 Local, state, and federal funding sources, such as grants and contributions, should be pursued for utility-related capital improvement projects consistent with City priorities.

- I.1b.4 Water and wastewater improvements should be designed and constructed to the size required to serve the City's capacity needs when fully developed plus any required redundancy to assure reliable operation and provision of service.
- I.1b.5 Bonded debt financing should be used for capital improvements as appropriate to:
  - Make cost recovery of an asset more consistent with its useful life
  - Equitably assign cost over multiple generations of customers who use the assets
  - Smooth near-term rate impacts of the project
- I.1b.6 Total bonded debt should equal no more than 30% of the utility's fixed assets.
- I.1b.7 Resources for the capital requirements of each utility such as bond proceeds or connection fees should be dedicated only for capital projects and not be used for ongoing maintenance and operations.
- I.1b.8 The annual depreciation expense of the assets of each utility should be set aside into a Rehabilitation and Replacement Reserve as a minimum funding level for system replacement.

#### **I.1c: Reserves**

- I.1c.1 A Contingency Reserve of 25% of operating expenses shall be maintained in the Water and Wastewater Funds to allow approximately 90 days of working capital in case of emergency.
- I.1c.2 A Contingency Reserve of 10% of operating expenses shall be maintained in the Solid Waste Fund. This lower reserve is appropriate because the asset value of the Solid Waste Fund is substantially smaller than the other city utilities, and because operations are performed by contract, with insurance and bonding requirements as part of the contract assuring the continued operation in the case of an emergency.

- I.1c.3 In the event that the Contingency Reserve of any utility fund is used it shall be replenished by the end of the following fiscal year or as soon as practical thereafter considering the circumstances that prompted the need to use the reserve.
- I.1c.4 A Capital Replacement Reserve shall be maintained in the SMaRT Station Replacement Fund to account for contributions from the three participating cities for the replacement of City-owned SMaRT Station equipment.
- I.1c.5 A Rate Stabilization Fund shall be maintained in each utility fund to levelize the rates and annual rate increases in light of fluctuations in financial requirements from year-to-year.
- I.1c.6 A Capital Rehabilitation and Replacement Reserve for each utility should be established to provide resources for the infrastructure replacement needs of the respective utility system. This reserve should act as a sinking fund for annual depreciation expense of the utility assets.
- I.1c.7 Debt service reserves should be maintained for each bond issue as required by the bond covenants.

#### **I.2: Golf and Tennis Operations Fund Policies**

##### **I.2b: User Fees**

- I.2b.1 Golf fees shall be set annually utilizing market-based comparisons and included in the City's Annual Fee Schedule adopted by Council resolution.

##### **I.2c: Reserves**

- I.2c.1 The Golf and Tennis Operations Fund shall maintain a Twenty-Year Resource Allocation Plan Reserve to stabilize economic cycles and maintain service levels over the long term.
- I.2c.2 Any fund balance remaining in the Golf and Tennis Operations Fund shall remain in the Fund for use in subsequent years.



I.2c.3 The General Fund will maintain a Co-op Sports Reserve to administer the after school intra-mural sports league programs at Sunnyvale Middle School and Columbia Middle School as required by agreement with the Sunnyvale School District.

(Adopted by Resolution 119-88; RTC 88-114 (3/15/88); Amended: RTC 06-353 (11/28/06); Amended: RTC 11-167 (8/9/11); Amended: RTC

12-196 (8/28/12); Amended: RTC 14-0205 (4/29/14); Amended: RTC 17-0245 (4/11/17); Amended: RTC 19-0293 (3/19/2019)

Lead Department: Department of Finance

## SUCCESSOR AGENCY OF THE REDEVELOPMENT AGENCY OBLIGATIONS

### FISCAL YEAR 2025/26

The Redevelopment Agency of the City of Sunnyvale (Agency) was established by Resolution No. 2600 in 1957. The Agency existed separate and distinct from the City, exercising the powers granted pursuant to the California Community Redevelopment Law. The City Council served as the Agency Board and the City Manager served as Executive Director.

Sunnyvale had one redevelopment project area, the Sunnyvale Central Core Redevelopment Project, to remove or correct the conditions of blight that depressed the project area. The Central Core project area covers the original business district of the City and surrounding housing, together with the expanded commercial area, which has become the City's Town Center.

Effective February 1, 2012, all California redevelopment agencies, including the Redevelopment Agency of the City of Sunnyvale, were dissolved by the State of California's Dissolution Act. The City elected to serve as the Successor Agency to the former Redevelopment Agency, to facilitate the wind-down process (i.e., manage redevelopment projects currently underway, make payments on enforceable obligations, and dispose of redevelopment assets and properties), and was governed by the Sunnyvale Oversight Board. Effective July 1, 2018, as set forth in Health and Safety Code Section 34179, the Sunnyvale Oversight Board dissolved and was replaced by a Countywide Oversight Board, overseen by the California Department of Finance, which can approve an action or return it to the Countywide Oversight Board for reconsideration.

A critical piece of the wind-down process is determining enforceable obligations for payment from the Redevelopment Property Tax Trust Fund allocation. The Recognized Obligation Payment Schedule (ROPS) 2022/23 prior period adjustment will offset the ROPS 2025/26 Redevelopment Property Tax Trust Fund distribution. The Recommended Budget presents the FY 2025/26 ROPS for the Redevelopment Successor Agency's approved enforceable obligations. The ROPS include funding for the Town Center project environmental remediation payments, FY 2025/26 totals \$10,000.

The Successor Agency exists as long as "enforceable obligations" are left over from the former Redevelopment Agency. The City is currently in discussions with Santa Clara County about transferring the three garages owned by the Successor Agency to the City. Once that happens, there will be no remaining enforceable obligations, and the Successor Agency will be dissolved.

### FISCAL YEAR 2025/26

#### RECOGNIZED OBLIGATION PAYMENT SCHEDULE

	ROPS 25-26A Total	ROPS 25-26B Total (January-June)	ROPS 25-26 Total
Funding for Approved Enforceable Obligations:			
Excess PPA	\$5,000	\$5,000	\$10,000
<b>Total Funding for Approved Enforceable Obligations</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$10,000</b>
Approved Enforceable Obligations:			
Town Center Hazardous Material Remediation	\$5,000	\$5,000	\$10,000
<b>Total Approved Enforceable Obligations</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$10,000</b>

*\*Spending plan as submitted and approved by the State Department of Finance*

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## BUDGET SUPPLEMENTS

### FY 2025/26 Recommended Budget Supplements

Budget Supplement	Recommendation	Fund Source	FY 2025/26	20-Year Impact
<b>Supplement #1</b> Study Issues <ol style="list-style-type: none"> <li>DPS 25-01 Evaluate the Addition of Paramedic Services to Supplement the County Provided Services for Sunnyvale Residents and Businesses \$100,000</li> <li>DPW 25-01 Fair Oaks Avenue Signalizations at Three Locations \$275,000</li> <li>ITD 25-01 Cell Coverage Mapping \$75,000</li> <li>OCM 25-01 Explore Establishing a Japanese American Incarceration Memorial in Sunnyvale \$60,000</li> </ol>	Recommended for Funding	General Fund	\$510,000	\$510,000
<b>Supplement #2</b> Service Level Adjustment possible reductions	Recommended for Funding	General Fund	\$ (1,574,218	\$ (21,687,610
<b>Supplement #3</b> 2025-02 Implement Homestead Road Full-Time Bike Lanes	Recommended for Funding	General Fund	\$415,000	\$415,000
<b>Supplement #4</b> 2025-03 Safe Parking Program Community Capital Grant	Recommended for Funding	General Fund	\$100,000	\$100,000
<b>Supplement #5</b> 2025-04 Funding Sweeping and Maintenance of Class IV Bike Lanes <ul style="list-style-type: none"> <li>Option A – Original Fund Proposal</li> <li>Option B – Use of Overtime</li> </ul>	Not Recommended  Recommended for Funding	General Fund	\$975,000  \$50,000	\$975,000  \$50,000
<b>Supplement #6</b> Redesign of the Sunnyvale Website	Not Recommended	General Fund	\$585,000	\$585,000

## **Budget Supplement No. 4**

### **SUBJECT**

Safe Parking Program Community Capital Grant

### **BUDGET SUPPLEMENT REQUEST SUMMARY**

This Budget supplement presents a funding option in the amount of \$100,000 for Budget Proposal 2025-03 Safe Parking Program Community Capital Grant

### **BACKGROUND AND DISCUSSION**

On November 12, 2024, Council introduced the Safe Parking Ordinance and approved the staff recommended programs including the creation of a competitive grant program using General Funds to assist nonprofit and faith-based organizations to develop a Safe Parking Program on private land. The grant funding would cover capital improvements (such as required infrastructure, portable restrooms, parking lot enhancements, etc.) to the site and other start-up costs needed to secure a Safe Parking permit to operate Safe Parking in the City of Sunnyvale.

Upon budget approval, staff would draft a Request for Proposals for the one-time capital funding program. Applications would be selected through a competitive solicitation process. Grantees would be required to secure a Safe Parking Program permit prior to funding distribution. Grants would be reimbursement based.

Community Development staff would manage the ongoing monitoring and compliance of all grants and subsequent Safe Parking programs awarded through this process.

### **EXISTING POLICY**

In 2022, the City Council added *Supporting the Unhoused Community* as a Council Strategic Priority.

In December 2023, the City Council adopted the 2023-2031 Housing Element of the General Plan; any remaining programs from the 2020 Housing Strategy were added to the programs in the Housing Element, including program H 34 Safe RV Parking that directs staff to work with local human service providers to encourage the creation of a Safe RV parking program for the unhoused community. The development of a Safe Parking Ordinance and program in November 2024 is in response to those two policy documents.

### **FISCAL IMPACT**

The initial appropriation for this grant would be \$100,000 from the General Fund. There are no other local sources of funding that can support unhoused programs at this time and staff is not aware of outside sources of funding for such a program. This would be a one-time funded project; however, staff will continue to look for other funding sources for future community grants to support a safe parking program.

**ALTERNATIVES**

1. Approve the supplement as proposed.
2. Approve the supplement for a different dollar amount or timing.
3. Do not approve the supplement.
4. Other directions provided by Council.

**STAFF RECOMMENDATION**

Staff Recommends Alternative 1, approve the supplement as proposed to fund Budget Proposal 2025-03 Safe Parking Program Community Capital Grant

Approved by: Tim Kirby, City Manager

## COMMUNITY DEVELOPMENT DEPARTMENT

### DEPARTMENT VISION

General Plan Community Vision – Policy CC-1.3 Ensure that new development is compatible with the character of special districts and residential neighborhoods: To engage in long-range land use development to create and sustain quality of life in a community with appropriate balance of jobs and residences matching the character of the area.

### DEPARTMENT MISSION

The Community Development Department is innovative in promoting sustainable development while enhancing Sunnyvale's economy, community (CDD) character, and quality of life.

### PROGRAMS AND SERVICES

#### Building Safety Program

The Building Safety Program reviews building permits and plans, conducts construction inspections, and provides technical support to homeowners, contractors, and design professionals. The program oversees the One-Stop Permit Center, which provides centralized customer service with staff from multiple City departments. Building permits and plans are reviewed and approved through the One-Stop Permit Center and the City's web-based e-permitting system.

#### Goals and Objectives

**Goal 1:** Work with partner departments and other CDD programs to provide comprehensive services through the One-Stop Permit Center.

**Objectives:**

- Coordinate and schedule over-the-counter appointments providing services from Department of Public Works, Environmental Services Department, and Department of Public Safety.
- Provide customer service at the One-Stop Center that achieves a rating of good or better on 90% of customer service survey responses.

**Goal 2:** Provide plan check services to ensure the construction documents reflect current state laws and local ordinances.

**Objectives:**

- Complete the first plan check cycle review within a three-week turnaround for at least 85% of submittals.
- Provide express and minor permit plan checks within one day.
- Support the new development in Moffett Park.

**Goal 3:** Provide guidance to contractors and owners to ensure active projects meet the current codes and standards of the state and the City.

**Objectives:**

- Provide same-day and next-day inspections for homeowners who need critical infrastructure repairs such as electrical services, reroofs, and sewer line replacements.
- Provide inspection services that achieve a rating of good or better on 90% of customer service survey responses.

#### Planning Program



The Planning Program oversees policy planning and zoning approvals to improve the quality of life in the City through comprehensive and effective policy planning. Program activities include preparing, updating, and administering the City's General Plan, specific plans, and other land use policy documents, reviewing and processing development applications for planning permits, conducting research on Council-adopted study issues, reviewing proposed legislation affecting the City's zoning authority, monitoring community conditions, and conducting community outreach. Program staff also support the Planning Commission and the Heritage Preservation Commission.

## Goals and Objectives

**Goal 1:** Provide zoning review services to ensure the proposals reflect current state laws and local zoning and related codes and are responsive to community members, staff, developers, and business owners.

### Objectives:

- Prioritize review of projects that include housing and mixed-use development.
- Establish an efficient CEQA review process.
- Provide zoning review services that achieve a rating of good or better on 90% of customer service survey responses.
- Identify opportunities to streamline review for all project types.

**Goal 2:** Stay abreast of policy proposals and changes at the local, regional, and state levels and review development and planning activity nearby for potential effects on Sunnyvale.

### Objectives:

- Stay current on State legislation that affects the development process.
- Prepare advocacy letters to legislators to advance the City's legislative priorities.
- Update zoning code and policy documents to reflect State law (particularly housing-related) changes.
- Update City Council, relevant boards and commissions, and staff on legislative changes.

**Goal 3:** Prepare and update long-range planning policy documents and provide thorough analysis and recommendation on studies and programs to help implement the General Plan.

### Objectives:

- Develop programs and standards that address the changing needs of the community.
- Involve the community in policy studies and the preparation of planning documents to ensure community vision and values are reflected.
- Create new and revised policy that is easy to understand.

## Housing/CDBG Program

The Housing/CDBG (Community Development Block Grant) Program administers various housing programs, including the Home Improvement, Below Market Rate Housing, First-time Home Buyer, and Tenant-Based Rental Assistance programs. Program staff also manages five special revenue funds and their associated loan portfolios: Housing Mitigation, Low Mod Housing Successor Fund, CDBG, Home Investment Partnerships (HOME) Program, Permanent Local Housing Allocation (PLHA) Program, and supports the City's efforts to tackle homelessness and mitigate its impacts to the community. The program manages several large capital projects funded by these special revenue funds, smaller public infrastructure and facility projects, and annual grants for human services. Program staff also supports the Housing and Human Services Commission and Mobile Home Compliance Committee and coordinates with other divisions on housing policy development and long-range planning to meet regional housing needs.

## Goals and Objectives

### Goal 1: Provision of Adequate Housing Sites

#### Objectives:

- Provide adequate sites for new housing development through appropriate land use and zoning to address the diverse needs of Sunnyvale's residents and workforce.

### Goal 2: Affordable Housing and Home Buyer Assistance

#### Objectives:

- Assist in providing affordable housing to meet the diverse needs of Sunnyvale's lower and moderate-income households.

### Goal 3: Housing Conservation and Maintenance

#### Objectives:

- Maintain and enhance the condition and affordability of existing housing in Sunnyvale.

### Goal 4: Removal of Governmental Constraints on Housing

#### Objectives:

- Minimize the impact of governmental constraints on the maintenance, improvement, and development of housing.

### Goal 5: Equal Housing Opportunities and Special Needs

#### Objectives:

- Promote equal housing opportunities for all residents, including Sunnyvale's special needs populations, so that residents can reside in the housing of their choice.

### Goal 6: Neighborhood Quality

#### Objectives:

- Maintain sustainable neighborhoods with quality housing, infrastructure, and open space that fosters neighborhood character and residents' health.

### Goal 7: Address and Reduce Homelessness

#### Objectives:

- Expand supportive services, permanent supportive housing opportunities, and other programs that effectively address homelessness.

## Department Management

The Department Management Program provides overall leadership and management of the Department. Activities include budgeting, work programming, personnel administration, and general support to the City Manager's Office, City Clerk, and the City Executive Leadership Team.

## Goals and Objectives

**Goal 1:** Coordinate efforts and collaborate with all programs within CDD, with other departments, and citywide.

## RECENT ACCOMPLISHMENTS

### Building Safety Program

- Issued 70 building permits for Accessory Dwelling Units from Q3-2024 to Q1-2025.
- Permitted 14 million square feet of Office Tenant Improvements.
- Projects under construction:
  - Cityline Block 3N office buildings with a combined area of 622,965 square feet.
  - Google: 6-story office building and event center of 331,785 square feet.
  - Google Caribbean: 2 office buildings totaling 1 million square feet.
  - Uber full building tenant improvement of 115,000 square feet.
  - Walmart: 3 building tenant improvements totaling 465,000 square feet.
  - Applied Materials EPIC Project: Manufacturing Building of 595,632 square feet.
  - 1155 Aster – 140 townhomes.
  - Fremont Corners (a.k.a. Butchers Corner).
- Projects completed:
  - Intuitive Surgical South Building totaling 890,000 square feet of R&D, manufacturing, and office space.
  - Intuitive Surgical parking garage with 532,118 square feet.
  - Cityline Block 3S multifamily/mixed-use building of 574,443 square feet.
  - Google Caribbean: 470,346 square foot parking garage.
  - 1155 Aster – Two 7-story condominium complex with underground parking.
- Performed 24,396 inspections for residential and nonresidential projects.
- Performed 1,384 first plan checks of residential and nonresidential projects for Q3-2024 to Q1-2025.

### Housing/CDBG Program

- 13 below-market-rate homes were sold, and 26 applications were submitted and reviewed.
- Continued implementation of the 2020 Housing Strategy, including the Residential Tenant Protections Program and Safe RV Parking Program.
- Construction was completed in early 2024 at Meridian (Block 15 Downtown), a new 90-unit affordable housing development with 25% of the apartments reserved for intellectually/developmentally disabled residents. Full occupancy was achieved in August 2024.
- Construction commenced in early 2024 at Ira D. Hall Square (1178 Sonora Court), a new 176-unit 100% affordable housing development with 45 permanent supportive housing units.
- 30 Home Improvement Program grants and loans were issued to low-income Sunnyvale homeowners. This program allows income-qualified homeowners funding opportunities to make emergency repairs, energy-efficient updates, and home access improvements to age in place.
- Rehabilitation began for the electrification of the HVAC system and other energy-efficient improvements for Carroll Street Inn, an existing 122-unit affordable housing property.
- Purchased a 1-acre property at 295 S. Mathilda Avenue and entered into an Exclusive Negotiating Agreement with MidPen Housing to develop a new 100% affordable housing project containing approximately 126 units.
- Continued to provide technical and financial support for five affordable housing projects totaling over 900 units. Through the City's 2024 Notice of Funding Availability, the City awarded \$29.5 million in Housing Mitigation Funds for the following projects:
  - 1171 Sonora Court (172 units) - \$14,033,000 in acquisition and predevelopment funding

- 352 E Java (308 units) - \$14,000,000 in construction funding
- 295 S Mathilda (126 units) - \$1,500,000 in predevelopment funding
- Allocated \$3.5 million to non-profit partners/programs managed internally in CDBG and HOME funds to support lower-income Sunnyvale residents, including the Tenant Based Rental Assistance program and WorkFirst Sunnyvale, which is a job training and placement program serving the unhoused population.
- Completed the Universal Basic Income Study Issue. Staff continues to look for funding opportunities for future implementation.
- On March 6, 2024, the State Department of Housing and Community Development certified the City's 2023-2031 Housing Element. The Housing Element is a required part of the City's General Plan and shows how the City will meet the community's housing needs for the next eight years. The update process included four public drafts of the Housing Element and over 20 public meetings.
- In collaboration with five other Santa Clara County jurisdictions, a request for proposals process for a feasibility study was continued to consider increasing the City's inclusionary zoning requirement to 20% (2023 Council Study Issue). The study commenced in December 2024.
- Purchased 1171 Sonora Court to develop a new 100% affordable housing development consisting of approximately 170 units in partnership with MidPen Housing.
- The City's Street Outreach provider, HomeFirst, conducted over 1,500 outreach contacts and placed five individuals into shelter.

## Planning Program

- Update three of Sunnyvale's area plans:
  - Central Arques Specific Plan: The Central Arques Specific Plan would replace the 1999 Arques Specific Plan and accommodate Applied Materials' master plan for their future campus expansion to nearby industrial parcels. The environmental review is underway. City Council consideration is expected in Spring 2026.
  - Perry Park Specific Plan: The Perry Park Specific Plan update would evaluate the allowance of an additional 1,027 units located on the south side of the plan area and the addition of 1.2 million square feet of floor area. A consultant has been selected to work on the environmental review and update to the Specific Plan. Public outreach is expected during Winter 2025, with City Council consideration in Summer 2026.
  - Downtown Specific Plan: Allow an additional office in Sub-Block 6 (near Murphy Ave and Washington) of the Cityline site. The application was filed in 2024, and public hearings are expected in early 2026.
- Study Issues and Other Long-Range/Policy Items:
  - Village Center Master Plan: The administrative draft of the plan is under review with outreach and public hearings to begin in late Spring 2025.
  - Low-Density Objective Design Standards: Draft document near completion with outreach and public hearings to start in Spring 2025.
  - Evaluate the Commercial Square Footage Requirement in the El Camino Real Specific Plan: Study possible reduction in the commercial square footage requirement to help facilitate affordable housing. Completed and approved by the City Council on October 15, 2024.
- The Safe Parking Ordinance was approved by the Planning Commission on October 14, 2024, and the City Council on November 12, 2024.
- General Plan (Housing Element and Land Use and Transportation Element LU and Zoning Code Updates):
  - Accessory Dwelling Unit Ordinance: Planning Commission review and approval occurred on February 10, 2025. City Council review occurred on March 25, 2025, including additional measures to promote ADUs

and develop a “Toolkit”.

- o Housing Plan Review Permit: Initial work on this new permit type began in 2023 outreach and public hearings to start in late Spring 2025 with public hearings in mid-2025.
- o Rezoning of Industrial to Residential (ITR) Sites: This included Rezoning of ITR parcels that have a General Plan Land Use Designation of Residential but are still Zoned Industrial (or Industrial to Residential) and General Plan amendments and Rezoning for 26 Legal Non-Conforming Single-and Two-Family Dwellings: approved by the Planning Commission on January 13, 2025 and City Council on January 28, 2025.
- Other General Plan and Housing Element Programs to be Completed:
  - o Review Park Dedication Requirements: Reevaluate the land dedication and land valuation requirements for the Park Dedication and in-lieu Fee. Data collection and analysis are complete, and the nexus study is nearing completion. Projected for public hearings in July 2025.
  - o Residential Parking Standards: Study options for revised residential parking standards were brought for initial consideration in early 2024. Phase 2 of the Study is anticipated for completion in late 2025.
- Significant Approved Planning Entitlements:
  - o Relocation of the Intuitive Surgical parking garage at 945-955 Kifer Road with a Development Agreement and Special Development Permit approved by the Planning Commission on July 8, 2024, and City Council on August 27, 2024.
  - o 116 units and 31,361 square feet of commercial space and Vesting Tentative Map at 1104-1124 West El Camino Real approved by Planning Commission on August 12, 2024.
  - o Mixed-use building with 113 independent living units, 36 assisted living units, 12,232 square feet of commercial space, and a 72,000 square foot 52-bed convalescent hospital/rehab facility at 1027-1035 West El Camino Real. Approved by the Planning Commission on September 9, 2024.
  - o 46 townhouse units and Tentative Map at 1040-1060 East El Camino Real Approved by the Planning Commission on November 11, 2024.
  - o Moffett Park Specific Plan implementation work is underway, and three applications (one office and two residential) have been submitted.
  - o Use Permit and Tentative Map to allow five office condominiums at 516 West Remington Drive, approved by the Zoning Administrator on December 11, 2024.
- A dozen Significant Planning Entitlements are underway throughout the City, including a few sites in the El Camino Real Specific Plan area.

## BUDGET HIGHLIGHTS

FY 2025/26 is the second year of a two-year operating cycle, so the department’s operating budget has undergone minimal changes.

- Reclassified 1.0 FTE Associate Planner – Term Limited to 1.0 FTE Permit Technician to assist with Planning Application submittal intake, routing within the permitting system, calculation of application fees and billing, filing of CEQA documents, researching Public Records Requests, and providing support for public hearings as needed.
- Added 1.0 FTE Permit Technician to provide additional administrative support for tasks such as document review, plan coordination, and managing filings with Santa Clara County.

## COMMUNITY DEVELOPMENT DEPARTMENT

### Budget Summary

		FY 2023/24	FY 2024/25	FY 2025/26
		Actuals	Adopted*	Adopted
<b>Dollars by Program / Service Delivery Plan</b>				
<b>10300 - Building Safety</b>				
10305	Building Construction Inspection	1,940,917	2,217,451	2,346,303
10306	Regular Building Permit Plan Check	1,187,088	1,591,300	1,663,579
10307	Building Division Administration, Management, and Training	1,055,908	884,826	940,788
10308	One-Stop Permit Center General Building Information	279,724	286,597	303,158
10309	One-Stop Permit Center Reception and Cashiering Services	376,917	394,508	415,210
10310	Building and Fire Inspections Scheduling	167,612	279,380	295,488
10311	Minor Building Permit	132,180	113,846	120,136
10312	Express and By-Appointment Building Plan Check and Permit	336,236	292,207	308,011
<b>Totals</b>		<b>5,476,582</b>	<b>6,060,115</b>	<b>6,392,673</b>
<b>10400 - Planning</b>				
10405	Planning Policy Administration	348,508	556,574	546,618
10406	Planning Policy Studies	150,491	182,229	190,477
10407	Planning Policy Analysis	69,040	53,913	56,757
10408	Planning Policy Grant Fund <sup>1</sup>	75,115	N/A	N/A
10409	Zoning Administration	744,044	1,169,928	1,481,658
10410	Zoning Major Applications	890,384	971,952	981,758
10411	Zoning Minor Applications	292,653	233,464	228,008
10412	Zoning Miscellaneous Applications	244,831	99,930	100,117
10413	Zoning Design Review	267,697	115,478	109,362
10414	Zoning Tree Removal Permits	25,701	15,789	16,734
10415	Zoning Review for Building Permits	186,434	294,894	291,710
10416	Zoning Information	380,240	306,862	294,791
<b>Totals</b>		<b>3,675,138</b>	<b>4,001,013</b>	<b>4,297,990</b>
<b>10500 - Local Housing Programs Administration and Supporting Services</b>				
10503	Local Housing / Projects and Programs	640,835	854,684	889,356
10504	Housing Successor Agency Low-Mod Fund	47,224	45,918	48,069
10506	Local Housing / Below Market Rate (BMR) Program Administration	359,666	463,581	490,985
10507	Homeless Services <sup>2</sup>	159,909	293,732	304,041
<b>Totals</b>		<b>1,207,634</b>	<b>1,657,915</b>	<b>1,732,451</b>

## COMMUNITY DEVELOPMENT DEPARTMENT

### Budget Summary

		FY 2023/24 Actuals	FY 2024/25 Adopted*	FY 2025/26 Adopted
<b>10600 - Community Development Department Management</b>				
10601	Management, Supervisory and Administrative Support Services - Community Development	895,998	895,812	937,470
10603	Permit System Support <sup>2</sup>	77,850	186,610	196,959
<b>Totals</b>		<b>973,848</b>	<b>1,082,422</b>	<b>1,134,429</b>
<b>11300 - Utility Billing</b>				
11309	Business License CASp	2,703	0	0
<b>Totals</b>		<b>2,703</b>	<b>0</b>	<b>0</b>
<b>16100 - CDBG Program</b>				
16101	CDBG Program	225,116	219,947	231,303
<b>Totals</b>		<b>225,116</b>	<b>219,947</b>	<b>231,303</b>
<b>16200 - Housing Rehabilitation Program</b>				
16201	CDBG RLF - General	122,056	138,110	145,602
<b>Totals</b>		<b>122,056</b>	<b>138,110</b>	<b>145,602</b>
<b>16300 - CDBG Program - CV</b>				
16300	CDBG-CV <sup>3</sup>	3,204	0	0
<b>Totals</b>		<b>3,204</b>	<b>0</b>	<b>0</b>
<b>16400 - Lower Income Housing (HOME)</b>				
16401	Lower Income Housing (HOME)	84,564	93,267	97,733
<b>Totals</b>		<b>84,564</b>	<b>93,267</b>	<b>97,733</b>
<b>Total Operating Budget</b>		<b>11,770,845</b>	<b>13,252,789</b>	<b>14,032,181</b>



## COMMUNITY DEVELOPMENT DEPARTMENT

### Budget Summary

	FY 2023/24 Actuals	FY 2024/25 Adopted*	FY 2025/26 Adopted
<b>Dollars by Fund</b>			
General Fund	1,699,061	1,982,259	2,035,363
CASp Certification and Training Fund	2,703	0	0
Housing Fund	1,000,501	1,318,265	1,380,341
Community Development Block Grant (CDBG) Fund	350,377	358,057	376,905
HOME Grant Fund	84,564	93,267	97,733
Low & Moderate Income Housing Fund	47,224	45,918	48,069
Development Enterprise Fund	8,586,415	9,455,023	10,093,770
<b>Totals</b>	<b>11,770,845</b>	<b>13,252,789</b>	<b>14,032,181</b>
<b>Dollars by Category</b>			
Salaries and Benefits	9,477,664	10,789,272	11,256,972
Goods and Services	1,274,921	1,385,186	1,444,015
Internal Service Charges	1,018,260	1,078,331	1,331,194
<b>Totals</b>	<b>11,770,845</b>	<b>13,252,789</b>	<b>14,032,181</b>

\* FY 2024/25 reflects a reconciliation of employee benefit costs.

<sup>1</sup> Program discontinued in FY 2024/25.

<sup>2</sup> New programs set up in FY 2023/24.

<sup>3</sup> CDBG-CV is accounted for under the combined CDBG Program starting FY 2023/24.

## COMMUNITY DEVELOPMENT DEPARTMENT

### Position Summary

		FY 2023/24 Adopted	FY 2024/25 Adopted	FY 2025/26 Change*	FY 2025/26 Adopted
<b>Positions by Program / Service Delivery Plan</b>					
<b>10300 - Building Safety</b>					
10305	Building Construction Inspection	8.85	9.50	0.00	9.50
10306	Regular Building Permit Plan Check	2.83	4.76	0.00	4.76
10307	Building Division Administration, Management, and Training	4.95	3.17	0.00	3.17
10308	One-Stop Permit Center General Building Information	1.97	1.54	0.00	1.54
10309	One-Stop Permit Center Reception and Cashiering Services	1.00	1.70	0.00	1.70
10310	Building and Fire Inspections Scheduling	1.00	1.60	0.00	1.60
10311	Minor Building Permit	1.53	0.58	0.00	0.58
10312	Express and By-Appointment Building Plan Check and Permit	2.12	1.40	0.00	1.40
<b>Totals</b>		<b>24.25</b>	<b>24.25</b>	<b>0.00</b>	<b>24.25</b>
<b>10400 - Planning</b>					
10405	Planning Policy Administration	1.37	2.33	(0.20)	2.13
10406	Planning Policy Studies	1.05	0.79	0.00	0.79
10407	Planning Policy Analysis	0.52	0.25	0.00	0.25
10408	Planning Policy Grant Fund <sup>1</sup>	0.54	0.00	0.00	0.00
10409	Zoning Administration	2.26	4.30	1.85	6.15
10410	Zoning Major Applications	3.65	3.92	(0.20)	3.72
10411	Zoning Minor Applications	1.95	1.20	(0.10)	1.10
10412	Zoning Miscellaneous Applications	1.93	0.55	(0.03)	0.52
10413	Zoning Design Review	1.37	0.67	(0.07)	0.60
10414	Zoning Tree Removal Permits	0.15	0.10	0.00	0.10
10415	Zoning Review for Building Permits	0.70	1.40	(0.10)	1.30
10416	Zoning Information	1.51	1.49	(0.15)	1.34
<b>Totals</b>		<b>17.00</b>	<b>17.00</b>	<b>1.00</b>	<b>18.00</b>
<b>10500 - Local Housing Programs Administration and Supporting Services</b>					
10503	Local Housing / Projects and Programs	2.25	3.25	0.00	3.25
10504	Housing Successor Agency Low-Mod Fund	0.20	0.20	0.00	0.20
10506	Local Housing / Below Market Rate (BMR) Program Administration	2.10	2.10	0.00	2.10
10507	Homeless Services <sup>2</sup>	1.00	1.10	0.00	1.10
<b>Totals</b>		<b>5.55</b>	<b>6.65</b>	<b>0.00</b>	<b>6.65</b>
<b>10600 - Community Development Department Management</b>					
10601	Management, Supervisory and Administrative Support Services - Department	3.00	3.00	0.00	3.00
10603	Permit System Support <sup>2</sup>	1.00	1.00	0.00	1.00
<b>Totals</b>		<b>4.00</b>	<b>4.00</b>	<b>0.00</b>	<b>4.00</b>

## COMMUNITY DEVELOPMENT DEPARTMENT

### Position Summary

	FY 2023/24 Adopted	FY 2024/25 Adopted	FY 2025/26 Change*	FY 2025/26 Adopted
<b>16100 - CDBG Program</b>				
16100 CDBG Program	1.00	1.00	0.00	1.00
<b>Totals</b>	<b>1.00</b>	<b>1.00</b>	<b>0.00</b>	<b>1.00</b>
<b>16200 - Housing Rehabilitation Program</b>				
16201 CDBG RLF - General	0.75	0.70	0.00	0.70
<b>Totals</b>	<b>0.75</b>	<b>0.70</b>	<b>0.00</b>	<b>0.70</b>
<b>16400 - Lower Income Housing (HOME)</b>				
16401 Lower Income Housing (HOME)	0.45	0.40	0.00	0.40
<b>Totals</b>	<b>0.45</b>	<b>0.40</b>	<b>0.00</b>	<b>0.40</b>
<b>Total Positions by Program / Service Delivery Plan</b>	<b>53.00</b>	<b>54.00</b>	<b>1.00</b>	<b>55.00</b>
<b>Projects and Equipment</b>				
833960 Moffett Park Specific Plan Staffing	1.00	0.00	0.00	0.00
<b>Totals</b>	<b>1.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Operating Positions</b>	<b>54.00</b>	<b>54.00</b>	<b>1.00</b>	<b>55.00</b>
<b>Positions by Fund</b>				
General Fund	7.48	7.47	(0.20)	7.27
Housing Fund	4.35	5.35	0.00	5.35
Community Development Block Grant (CDBG) Fund	1.75	1.70	0.00	1.70
HOME Grant Fund	0.45	0.40	0.00	0.40
Low & Moderate Income Housing Fund	0.20	0.20	0.00	0.20
Development Enterprise Fund	39.77	38.88	1.20	40.08
<b>Totals</b>	<b>54.00</b>	<b>54.00</b>	<b>1.00</b>	<b>55.00</b>

## COMMUNITY DEVELOPMENT DEPARTMENT

### Position Summary

	FY 2023/24 Adopted	FY 2024/25 Adopted	FY 2025/26 Change*	FY 2025/26 Adopted
<b>Positions by Classification</b>				
Administrative Aide	1.00	1.00	0.00	1.00
Administrative Aide - Confidential	1.00	1.00	0.00	1.00
Affordable Housing Manager	1.00	1.00	0.00	1.00
Associate Planner	5.00	4.00	0.00	4.00
Associate Planner - Term Limited	1.00	1.00	(1.00)	0.00
Building Inspector 1	1.00	1.00	(1.00)	0.00
Building Inspector 2	7.00	7.00	1.00	8.00
Business Systems Analyst	1.00	1.00	0.00	1.00
Chief Building Official	1.00	1.00	0.00	1.00
Director of Community Development	1.00	1.00	0.00	1.00
Homeless Services Manager	1.00	1.00	0.00	1.00
Housing Officer	1.00	1.00	0.00	1.00
Housing Programs Analyst	2.00	2.00	0.00	2.00
Housing Programs Technician	1.00	1.00	0.00	1.00
Housing Specialist 1	1.00	2.00	0.00	2.00
Management Analyst	1.00	1.00	0.00	1.00
Permit Center Coordinator	1.00	1.00	0.00	1.00
Permit Center Manager	1.00	1.00	0.00	1.00
Permit Clerk 2	4.00	4.00	0.00	4.00
Permit Technician	1.00	1.00	2.00	3.00
Plan Check Engineer	2.00	2.00	0.00	2.00
Plan Checker 1	1.00	1.00	0.00	1.00
Plan Checker 2	2.00	2.00	0.00	2.00
Planning Officer	1.00	1.00	0.00	1.00
Principal Planner	3.00	3.00	0.00	3.00
Principal Planner - Term Limited	1.00	0.00	0.00	0.00
Senior Building Inspector	2.00	2.00	0.00	2.00
Senior Housing Rehabilitation Specialist	1.00	1.00	0.00	1.00
Senior Office Assistant	1.00	1.00	0.00	1.00
Senior Plan Check Engineer	1.00	1.00	0.00	1.00
Senior Planner	4.00	5.00	0.00	5.00
Staff Office Assistant	1.00	1.00	0.00	1.00
<b>Totals</b>	<b>54.00</b>	<b>54.00</b>	<b>1.00</b>	<b>55.00</b>

\* Position changes as of 3/1/2025.

<sup>1</sup> Program discontinued in FY 2024/25.

<sup>2</sup> New programs setup in FY 2023/24.

## COMMUNITY DEVELOPMENT DEPARTMENT PERFORMANCE INDICATORS

2011 CONSOLIDATED GENERAL PLAN GOALS:

### Chapter 2, Community Vision (CV)

Goal CV-1: Achieve a Community in Which Citizens and Businesses Are Informed About

### Chapter 3, Land Use and Transportation (LT)

Goal LT-2: Environmentally Sustainable Land Use and Transportation Planning and Development

Goal LT-3: An Effective Multimodal Transportation System

Goal LT-4: An Attractive Community for Residents and Businesses

Goal LT-5: Creation, Preservation, and Enhancement of Village Centers and Neighborhood Facilities that are compatible with Residential Neighborhoods

Goal LT-6: Protected, Maintained, and Enhanced Residential Neighborhoods

Goal LT-7: Diverse Housing Opportunities

Goal LT-8: Options for Healthy Living

Goal LT-10: Regional Approach to Providing and Preserving Open Space

Goal LT-11: Supportive Economic Development Environment

Goal LT-12: A Balanced Economic Base

Goal LT-13: Protected, Maintained, and Enhanced Commercial Areas, Shopping Centers, and Business Districts

### Chapter 4, Community Character (CC)

Goal CC-1: Distinguished City Image

Goal CC-3: Well-Designed Sites and Buildings

Goal CC-5: Protection of Sunnyvale's Heritage

### Chapter 5, Housing (HE)

Goal HE-1: Adequate Housing

Goal HE-2: Enhanced Housing Conditions and Affordability

Goal HE-3: Minimize Government Constraints on Housing

Goal HE-4: Adequate Housing Sites

Goal HE-5: Equal Housing Opportunities

Goal HE-6: Sustainable Neighborhoods

Please refer to the General Plan Executive Summary for further details on goals

	General Plan Goal	FY 2021/22 Actual*	FY 2022/23 Actual*	FY 2023/24 Actual	FY 2024/25 Target	FY 2024/25 Estimate	FY 2025/26 Target
<b>BUILDING SAFETY</b>							
<b>Workload Indicators</b>							
Number of customers served at the One-Stop Permit Center. [Deleted in FY 2024/25]	LT-1, LT-2, LT-4, LT-6, LT-7, LT-11, LT-12, LT-13, CV-1	8,854	9,470	6,907		N/A	
Number of construction permits issued (Regular, express and minor).	LT-1, LT-2, LT-4, LT-6, LT-7, LT-11	5,884	4,961	4,861		4,900	
Total valuation of construction permits (In thousands). <sup>1</sup>	LT-1, LT-4, LT-7, LT-6, LT-11, LT-12, LT-13	\$1,119,267	\$1,217,937	\$717,746		\$930,000	

	General Plan Goal	FY 2021/22 Actual*	FY 2022/23 Actual*	FY 2023/24 Actual	FY 2024/25 Target	FY 2024/25 Estimate	FY 2025/26 Target
Number of customer phone calls to One-Stop Permit Center. [Deleted in FY 2024/25]	LT-1, LT-2, LT-4, LT-6, LT-7, LT-11, LT-12, LT-13, CV-1	39,778	25,816	39,064		N/A	
Total Number of Building customer inquiries. [New in FY 2023/24]	LT-1, LT-2, LT-4, LT-6, LT-7, LT-11, LT-12, LT-13, CV-1	N/A	N/A	42,241		46,000	
Performance Indicators							
ONE-STOP PERMIT CENTER							
Average time to answer (Including queue time) customer phone calls, with a goal of 70 seconds.	LT-1, LT-4, CV-1	105 seconds	97 seconds	66 seconds	60 seconds	42 seconds	42 seconds
Number of customer survey respondents and percent rating the services provided at the One-Stop Permit Center as good or better.	LT-1, LT-2, LT-4, LT-6, LT-7, LT-11, LT-12, LT-13, CV-1	21 received	11 received	22 received	25 received	32 received	40 received
		95%	100%	95%	90%	95%	95%
PLAN REVIEW							
Number of express and minor permit applications and percent reviewed on the same day.	LT-1, LT-2, LT-4, LT-6, LT-7, LT-11, LT-12, LT-13	4,402	2,506	2,874	2,900	3,100	3,200
		100%	100%	100%	100%	100%	100%
Number of regular building plan checks received and percent completed within 21 days by:							
Building Safety <sup>2</sup>	LT-1, LT-2, LT-4, LT-6, LT-7, LT-11, LT-12, LT-13	1,506 95%	1,225 94%	1,427 80%	1,200 90%	1,700 95%	1,800 90%
Planning		725 91%	413 93%	718 96%	600 95%	800 95%	850 90%
Fire Prevention		726 91%	750 90%	1,294 95%	800 95%	1,350 95%	1,350 95%
Public Works		727 91%	123 88%	273 93%	250 95%	386 95%	400 95%
Number of resubmittal regular building plan checks received and percent completed within 14 days by:							
Building Safety	LT-1, LT-2, LT-4, LT-6, LT-7, LT-11, LT-12, LT-13	2,864 76%	1,779 81%	1,589 75%	2,200 80%	1,750 75%	1,800 85%
Planning <sup>3</sup>		1,862 85%	393 82%	463 69%	425 80%	525 80%	600 85%
Fire Prevention		1,563 94%	562 91%	628 97%	600 95%	950 90%	950 95%
Public Works		702 90%	112 89%	257 92%	250 95%	358 95%	360 95%

	General Plan Goal	FY 2021/22 Actual*	FY 2022/23 Actual*	FY 2023/24 Actual	FY 2024/25 Target	FY 2024/25 Estimate	FY 2025/26 Target
Number of customer surveys mailed/emailed, number of customer survey respondents, and percent rating Plan Review services as good or better.	LT-1, LT-2, LT-4, LT-6, LT-7, LT-11, LT-12, LT-13, CV-1	240 mailed 18 returned 67%	240 mailed 13 returned 92%	397 mailed/emailed 38 returned 84%	240 mailed 20 returned 85%	1,100 mailed/emailed 90 returned 90%	1,200 mailed/emailed 100 returned 90%
<b>BUILDING INSPECTIONS</b>							
Number of inspections scheduled and percent completed as scheduled.	LT-1, LT-2, LT-4, LT-6, LT-7, LT-11, LT-12, LT-13	20,380 83%	13,894 99%	19,089 100%	22,000 99%	19,000 99%	20,000 99%
Number of inspections requested for the next business day and percent completed as requested. <sup>4</sup>	LT-1, LT-2, LT-4, LT-6, LT-7, LT-11, LT-12, LT-13	2,342 67%	1,034 100%	1,346 20%	1,000 100%	2,500 25%	2,500 30%
Number of customer surveys mailed, number of customer survey respondents, and percent rating Building Inspection services as good or better.	LT-1, LT-2, LT-4, LT-6, LT-7, LT-11, LT-12, LT-13	960 mailed 97 returned 82%	960 mailed 56 returned 89%	1,990 mailed/emailed 103 returned 98%	960 mailed 90 returned 90%	2,000 mailed/emailed 140 returned 95%	2,000 mailed/emailed 150 returned 95%
<b>PLANNING</b>							
<b>Workload Indicators</b>							
Total Number of Planning customer inquiries.	LT-1, LT-2, LT-4, LT-6, LT-7, LT-11, LT-12, LT-13, CV-1, CC-3	5,958	6,524	9,243		9,100	
Number of administrative zoning reviews (Including MPPs, tree removal permits, sign permits, building permits, home occupations, and other business license reviews). <sup>4</sup>	LT-1, LT-2, LT-4, LT-6, LT-7, LT-11, LT-12, LT-13, CC-3	13,960	7,742	3,161		3,600	
Number of staff reports to Planning Commission, Heritage Preservation Commission, other city advisory bodies and City Council.	LT-1, LT-2, LT-3, LT-4, LT-5, LT-6, LT-7, LT-11, LT-12, LT-13, CV-1, CC-1, CC-3, CC-5, HE-1, HE-2, HE-3, HE-4, HE-6	69	72	69		70	



	General Plan Goal	FY 2021/22 Actual*	FY 2022/23 Actual*	FY 2023/24 Actual	FY 2024/25 Target	FY 2024/25 Estimate	FY 2025/26 Target
Number of inter-agency projects and assignments.	LT-1, LT-2, LT-3, LT-4, LT-6, LT-7, LT-10, LT-11, HE-3	29	30	12		35	
Total land use permit application fees.		\$619,497	\$716,904	\$838,281		\$900,000	
<b>Performance Indicators</b>							
Number of staff decision planning permit applications (excluding Design Review) submitted and percent receiving 1st set of staff comments in 14 or fewer calendar days. <sup>5</sup>	LT-1, LT-2, LT-4, LT-6, LT-7, LT-11, LT-12, LT-13, CC-1, CC-3, HE-1, HE-3, HE-4	585	303	298	300	375	450
		73%	43%	29%	85%	65%	85%
Number of staff decision planning permit applications (excluding Design Review) resubmitted and percent receiving staff comments in 14 or fewer calendar days. <sup>4</sup>	LT-1, LT-2, LT-4, LT-6, LT-7, LT-11, LT-12, LT-13, CC-1, CC-3, HE-1, HE-3, HE-4	265	141	199	140	250	275
		87%	59%	48%	85%	75%	85%
Number of staff decision Design Review applications submitted and percent receiving 1st set of staff comments in 14 or fewer calendar days. <sup>4</sup>	LT-1, LT-2, LT-4, LT-6, LT-7, LT-11, LT-12, LT-13, CC-1, CC-3, HE-1, HE-3, HE-4	211	120	212	160	220	250
		52%	47%	12%	85%	50%	85%
Number of staff decision Design Review applications resubmitted and percent receiving staff comments in 14 or fewer calendar days. <sup>4</sup>	LT-1, LT-2, LT-4, LT-6, LT-7, LT-11, LT-12, LT-13, CC-1, CC-3, HE-1, HE-3, HE-4	291	103	276	100	250	350
		87%	66%	28%	90%	70%	85%
Number of public hearing planning applications reviewed; and percent sent a letter within 21 calendar days stating completeness status. <sup>6</sup>	LT-1, LT-2, LT-3, LT-4, LT-5, LT-6, LT-7, LT-11, LT-12, LT-13, CC-1, CC-3, HE-1, HE-3, HE-4	40	12	31	15	25	20
		20%	25%	42%	85%	70%	85%

	General Plan Goal	FY 2021/22 Actual*	FY 2022/23 Actual*	FY 2023/24 Actual	FY 2024/25 Target	FY 2024/25 Estimate	FY 2025/26 Target
Total number of Zoning Administrator decision planning applications; and percent decided within 60 calendar days of a complete application.	LT-1, LT-2, LT-3, LT-4, LT-6, LT-7, LT-11, LT-12, LT-13, CV-1, CC-1, CC-3, HE-1, HE-3, HE-4	11  82%	7  100%	14  79%	10  85%	15  75%	15  85%
Total number of Planning Commission and Heritage Preservation Commission decision planning applications; and percent decided within 90 calendar days of a complete application.	LT-1, LT-2, LT-3, LT-4, LT-5, LT-6, LT-7, LT-11, LT-12, LT-13, CV-1, CC-1, CC-3, CC-5, HE-1, HE-3, HE-4	28  64%	6  100%	11  82%	15  85%	13  80%	20  85%
Number of surveys sent to applicants of completed planning permit applications, number of respondents and percent rating the services provided by Planning as good or better.	LT-1, LT-2, LT-3, LT-4, LT-5, LT-6, LT-7, LT-11, LT-12, LT-13, CV-1, CC-1, CC-3, HE-1, HE-3, HE-4	807 sent  63  returned  73%	799 sent  63  returned  73%	791 sent  98  returned  62%	800 sent  80  returned  85%	850 sent  85  returned  70%	850 sent  100  returned  85%
<b>HOUSING &amp; CDBG</b>							
<b>Workload Indicators</b>							
Number of inquiries for housing and human services information.	CV-1, HE-1	3,557	3,640	4,160		3,600	
Number of CDBG, HOME and HMF projects completed (including capital projects, sub-recipient agreements, and housing program activities).	LT-2, HE-1, HE-2, HE-5, HE-6,	9	9	9		10	
Number of first-time homebuyer loans and rehabilitation grants/loans closed.	LT-2, HE-1, HE-2, HE-5	15	17	29		25	
Number of BMR/HOME/CDBG rental and owner-occupied units audited annually.	LT-2, HE-1, HE-2, HE-5	837	824	774		800	
Number of staff reports to Housing and Human Services Commission, other city advisory bodies and City Council.	CV-1, HE-1, HE-2, HE-5, HE-6	17	8	19		30	
Number of annual HUD reports (CAPER, Action Plan, Consolidated Plan) completed.	HE-1, HE-2, HE-3, HE-5	8	8	6		9	

	General Plan Goal	FY 2021/22 Actual*	FY 2022/23 Actual*	FY 2023/24 Actual	FY 2024/25 Target	FY 2024/25 Estimate	FY 2025/26 Target
<b>Performance Indicators</b>							
Number of housing program applications (Including BMR, first-time homebuyer and rehabilitation) and percent processed within 21 days.	LT-7, HE-1, HE-2, HE-4, HE-5	70 100%	65 100%	55 100%	75 100%	50 100%	50 100%
Number of developer agreements and percent reviewed within 21 days.	LT-7, HE-1, HE-2, HE-4	3 100%	2 100%	2 100%	6 100%	3 100%	2 100%
CDBG credit line does not exceed 1.5 times the City's annual CDBG grant amount on April 30 (HUD requirement) (RLF = Revolving Loan Fund): Achieved Or Not Achieved.	HE-1, HE-2, HE-5	Achieved	Achieved	Achieved	Achieve	Achieve	Achieve
Amount of CDBG funds expended and percent benefiting lower income households (HUD requirement >70%).	HE-1, HE-2, HE-5, HE-6	\$1,139,528 100%	\$1,473,000 100%	\$1,109,167 100%	Achieve	\$1,413,481 100%	Achieve
Amount of HOME funds expended and percent benefiting lower income households (HUD requirements > 70%). [New in FY 2024/25]	LT-2, LT-7, HE-1, HE-2, HE-4, HE-5	N/A	N/A	N/A	Achieve	\$1,000,000 100%	Achieve
Amount of funds (general fund, state grants, etc.) spent on unhoused support or prevention programs. [New in FY 2023/24]	HE-5	N/A	N/A	\$970,768	\$970,768	\$1,000,000	\$1,000,000
Number of customer survey respondents (Including program beneficiaries, non-profit grantees and development partners) and percent rating the services provided by Housing as good or better. <sup>7</sup>	LT-3, HE-1, HE-2, HE-4, HE-5	25 80%	15 96%	0 0%	100 90%	25 90%	50 90%
<b>DEPARTMENT MANAGEMENT</b>							
<b>Performance Indicators</b>							
Percent of total Department operating budget expended. [Deleted in FY 2024/25]		101.6%	104.2%	95.8%	N/A	N/A	N/A
Department managed operating budget within budgetary control per Council Policy 7.1.4. [New in FY 2024/25]		N/A	N/A	N/A	Achieve	Achieve	Achieve

\*Various performance measures have been impacted by state and county public health restrictions resulting from the COVID-19 global pandemic.

<sup>1</sup> FY 2023/24 & FY 2024/25: Economy has slowed down for larger projects. In FY 2022/23, there was 176 more projects valued over \$100K.

<sup>2</sup> FY 2023/24: Had at least one vacancy in the Plan Checker role; position is in active recruitment.

<sup>3</sup> FY 2023/24: Had multiple staff vacancies for planning positions; a new Permit Tech was recently added to assist.

<sup>4</sup> FY 2022/23, FY 2023/24 and FY 2024/25: Preliminary reporting data from the new EnerGov permitting system. Data is subject to change as we perfect queries and calibrate reports for performance measurement.

<sup>5</sup> FY 2022/23 and FY 2023/24: Less percentage of applications receiving 1st set of staff comments within 14 days due to position vacancies.

<sup>6</sup> Legal Requirement is 30 days.

<sup>7</sup> There was no survey done in FY 2023/24 due to staffing transitions. Survey will resume in FY 2024/25.

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*Water & Sewer field staff at work.*

(Continued from page 56. To return to Special Revenue Funds, [click here](#)).

**CITY OF SUNNYVALE  
2020. COMBINED HOUSING FUND  
LONG TERM FINANCIAL PLAN  
JULY 1, 2024 TO JUNE 30, 2035**

	ACTUAL 2023/2024	CURRENT 2024/2025	BUDGET 2025/2026	PLAN 2026/2027	PLAN 2027/2028	PLAN 2028/2029	PLAN 2029/2030	PLAN 2030/2031	PLAN 2031/2032	PLAN 2032/2033	PLAN 2033/2034	PLAN 2034/2035	FY 2024/2025 TO FY 2034/2035 TOTAL
RESERVE/FUND BALANCE, JULY 1	84,951,875	67,799,000	40,293,818	48,272,506	39,711,203	50,944,284	49,673,525	54,416,581	47,121,172	52,025,960	44,897,245	49,883,733	67,799,000
CURRENT RESOURCES:													
Housing Mitigation Fees	256,148	11,556,401	3,723,267	4,262,411	4,262,411	4,000,000	4,080,000	4,161,600	4,244,832	4,329,729	4,416,323	4,504,650	53,541,624
Housing Loan Repayments	448,266	1,774,477	574,987	592,236	610,003	628,303	647,152	666,567	684,991	703,967	723,512	743,644	8,349,840
BMR In-Lieu Fees	922,149	21,309	3,869,077	3,228,188	7,242,463	7,242,463	1,067,766	1,099,799	1,132,793	1,166,777	1,201,780	1,237,833	28,510,247
BMR Processing Fees	14,609	23,886	25,090	25,843	26,618	27,417	28,239	29,086	29,959	30,858	31,783	32,737	311,515
Transfers From Other Funds	1,000,000	0	0	0	0	0	0	0	0	0	0	0	0
Rental Income	16,500	162,000	312,000	318,000	12,000	6,000	0	0	0	0	0	0	810,000
Interest Income	1,840,667	2,119,467	1,736,595	1,316,778	1,434,265	1,522,064	1,540,917	1,444,223	1,468,125	1,376,389	1,404,022	1,312,705	16,675,550
TOTAL CURRENT RESOURCES	4,498,339	15,657,540	10,241,015	9,743,457	13,587,760	13,426,246	7,364,075	7,401,275	7,560,699	7,607,719	7,777,421	7,831,569	108,198,776
TOTAL AVAILABLE RESOURCES	89,450,214	83,456,541	50,534,833	58,015,963	53,298,963	64,370,530	57,037,600	61,817,856	54,681,871	59,633,679	52,674,666	57,715,302	175,997,777
CURRENT REQUIREMENTS:													
Operations	1,000,501	1,318,264	1,380,340	1,432,244	1,482,797	1,535,112	1,588,128	1,643,036	1,699,926	1,758,713	1,819,403	1,882,211	17,540,175
New Civic Center Rent	407,257	230,499	233,956	240,975	248,204	255,651	263,320	271,220	279,356	287,737	296,369	296,370	2,903,658
Special Projects	19,947,260	40,068,598	287,000	270,000	250,000	520,000	370,322	369,727	250,000	270,000	250,000	336,587	43,242,234
Funding for Future Projects	0	1,217,000	0	16,000,000	0	12,000,000	0	12,000,000	0	12,000,000	0	12,000,000	65,217,000
Transfer To Employee Benefits Fund	211,742	216,742	246,543	244,113	253,234	262,709	272,549	282,756	293,354	283,300	284,981	286,674	2,926,955
General Fund In-Lieu	84,455	111,619	114,488	117,429	120,443	123,533	126,700	129,946	133,274	136,684	140,180	142,453	1,396,749
TOTAL CURRENT REQUIREMENTS	21,651,214	43,162,723	2,262,327	18,304,761	2,354,679	14,697,005	2,621,019	14,696,685	2,655,911	14,736,434	2,790,934	14,944,296	133,226,770
RESERVES:													
Housing Mitigation Reserve	48,748,462	26,232,208	30,528,355	25,069,228	29,274,708	24,907,427	28,723,506	24,583,646	28,610,470	24,680,464	28,829,173	25,028,052	25,028,052
BMR Reserve	19,050,538	14,061,610	17,744,151	14,641,975	21,669,576	24,766,098	25,693,075	22,537,526	23,415,490	20,216,781	21,054,560	17,742,953	17,742,953
TOTAL RESERVES	67,799,000	40,293,818	48,272,506	39,711,203	50,944,284	49,673,525	54,416,581	47,121,172	52,025,960	44,897,245	49,883,733	42,771,005	42,771,005
FUND BALANCE, JUNE 30	0	0	0	0	0	0	0	0	0	0	0	0	0

**CITY OF SUNNYVALE  
2020. COMBINED HOUSING FUND  
LONG TERM FINANCIAL PLAN  
JULY 1, 2035 TO JUNE 30, 2045**

	PLAN 2035/2036	PLAN 2036/2037	PLAN 2037/2038	PLAN 2038/2039	PLAN 2039/2040	PLAN 2040/2041	PLAN 2041/2042	PLAN 2042/2043	PLAN 2043/2044	PLAN 2044/2045	FY 2035/2036 TO FY 2044/2045 TOTAL	FY 2024/2025 TO FY 2044/2045 TOTAL
RESERVE/FUND BALANCE, JULY 1	42,771,005	48,231,894	41,061,715	46,524,931	39,487,797	45,065,166	38,141,113	43,906,966	37,178,371	43,080,958	42,771,005	67,799,000
CURRENT RESOURCES:												
Housing Mitigation Fees	4,594,743	4,686,638	4,780,370	4,875,978	4,973,497	5,072,967	5,174,427	5,277,915	5,383,473	5,544,978	50,364,985	103,906,609
Housing Loan Repayments	743,644	764,380	785,738	807,736	830,395	853,733	877,772	902,532	928,034	954,302	8,448,266	16,798,106
BMR In-Lieu Fees	1,274,968	1,313,217	1,352,614	1,393,192	1,434,988	1,478,038	1,522,379	1,568,050	1,615,092	1,663,545	14,616,084	43,126,331
BMR Processing Fees	33,719	34,730	35,772	36,846	37,951	39,089	40,262	41,470	42,714	43,995	386,549	698,064
Transfers From Other Funds	0	0	0	0	0	0	0	0	0	0	0	0
Rental Income	0	0	0	0	0	0	0	0	0	0	0	810,000
Interest Income	1,464,574	1,290,161	1,302,242	1,242,271	1,257,873	1,201,232	1,221,701	1,170,738	1,195,742	1,150,592	12,497,125	29,172,675
TOTAL CURRENT RESOURCES	8,111,648	8,089,126	8,256,737	8,356,023	8,534,704	8,645,060	8,836,540	8,960,705	9,165,056	9,357,411	86,313,010	194,511,786
TOTAL AVAILABLE RESOURCES	50,882,653	56,321,020	49,318,453	54,880,954	48,022,501	53,710,226	46,977,653	52,867,671	46,343,427	52,438,370	129,084,015	262,310,786
CURRENT REQUIREMENTS:												
Operations	1,913,201	1,987,082	2,063,735	2,143,365	2,226,084	2,312,017	2,401,364	2,494,172	2,590,571	2,690,683	22,822,273	40,362,448
New Civic Center Rent	305,260	314,418	323,850	333,566	343,573	353,880	364,497	375,431	386,694	398,295	3,499,466	6,403,124
Special Projects	0	20,000	0	20,000	0	20,000	0	20,000	0	20,000	100,000	43,342,234
Funding for Future Projects	0	12,500,000	0	12,500,000	0	12,500,000	0	12,500,000	0	12,500,000	62,500,000	127,717,000
Transfer To Employee Benefits Fund	288,535	290,369	254,733	241,167	228,664	220,148	137,602	128,213	109,356	57,128	1,955,915	4,882,870
General Fund In-Lieu	143,763	147,436	151,201	155,059	159,015	163,069	167,224	171,483	175,849	180,324	1,614,423	3,011,172
TOTAL CURRENT REQUIREMENTS	2,650,760	15,259,307	2,793,520	15,393,157	2,957,335	15,569,113	3,070,688	15,689,300	3,262,470	15,846,429	92,492,077	225,718,849
RESERVES:												
Housing Mitigation Reserve	29,444,026	23,762,732	28,159,291	22,582,149	27,072,352	21,589,134	26,219,482	20,881,626	25,623,159	20,481,059	20,481,058	20,481,057
BMR Reserve	18,787,868	17,298,983	18,365,640	16,905,648	17,992,814	16,551,979	17,687,484	16,296,745	17,457,799	16,110,881	16,110,880	16,110,880
TOTAL RESERVES	48,231,894	41,061,715	46,524,931	39,487,797	45,065,166	38,141,113	43,906,966	37,178,371	43,080,958	36,591,940	36,591,938	36,591,937
FUND BALANCE, JUNE 30	0	0	0	0	0	0	0	0	0	0	0	0



CITY OF SUNNYVALE  
2021. HOUSING MITIGATION FUND  
LONG TERM FINANCIAL PLAN  
JULY 1, 2024 TO JUNE 30, 2035

	ACTUAL 2023/2024	CURRENT 2024/2025	BUDGET 2025/2026	PLAN 2026/2027	PLAN 2027/2028	PLAN 2028/2029	PLAN 2029/2030	PLAN 2030/2031	PLAN 2031/2032	PLAN 2032/2033	PLAN 2033/2034	PLAN 2034/2035	FY 2024/2025 TO FY 2034/2035 TOTAL
RESERVE/FUND BALANCE, JULY 1	66,765,163	48,748,462	26,232,208	30,528,355	25,069,228	29,274,708	24,907,427	28,723,506	24,583,646	28,610,470	24,680,464	28,829,173	48,748,462
CURRENT RESOURCES:													
Housing Mitigation Fees	256,148	11,556,401	3,723,267	4,262,411	4,262,411	4,000,000	4,080,000	4,161,600	4,244,832	4,329,729	4,416,323	4,504,650	53,541,624
Housing Loan Repayments	366,438	1,737,634	529,743	545,635	562,004	578,864	596,230	614,117	632,540	651,517	671,062	691,194	7,810,539
Transfer From Redevelopment Housing Fund	1,000,000	0	0	0	0	0	0	0	0	0	0	0	0
Rental Income	16,500	162,000	312,000	318,000	12,000	6,000	0	0	0	0	0	0	810,000
Interest Income	1,391,783	1,470,209	1,112,952	821,639	803,112	800,721	792,575	787,790	786,120	787,551	790,783	795,920	9,749,373
TOTAL CURRENT RESOURCES	3,030,870	14,926,244	5,677,962	5,947,685	5,639,527	5,385,585	5,468,805	5,563,507	5,663,492	5,768,796	5,878,168	5,991,763	71,911,536
TOTAL AVAILABLE RESOURCES	69,796,033	63,674,706	31,910,170	36,476,040	30,708,755	34,660,293	30,376,232	34,287,013	30,247,138	34,379,266	30,558,632	34,820,936	120,659,998
CURRENT REQUIREMENTS:													
Operations	640,835	854,683	889,356	923,927	956,514	990,208	1,024,127	1,059,245	1,095,628	1,133,271	1,172,057	1,212,179	11,311,194
Special Projects	19,840,370	34,956,790	37,000	20,000	0	270,000	120,322	119,727	0	20,000	0	20,000	35,563,839
New Civic Center Rent	407,257	230,499	233,956	240,975	248,204	255,651	263,320	271,220	279,356	287,737	296,369	296,370	2,903,658
Funding for Future Projects	0	1,217,000	0	10,000,000		8,000,000		8,000,000		8,000,000		8,000,000	43,217,000
Transfer To Employee Benefits Fund	110,680	112,716	148,873	147,414	152,920	158,639	164,579	170,739	177,137	171,082	172,104	173,132	1,749,335
General Fund In-Lieu	48,429	70,810	72,630	74,496	76,408	78,369	80,378	82,437	84,548	86,712	88,929	91,202	886,920
TOTAL CURRENT REQUIREMENTS	21,047,571	37,442,498	1,381,815	11,406,812	1,434,047	9,752,866	1,652,726	9,703,367	1,636,668	9,698,802	1,729,459	9,792,884	95,631,946
RESERVES:													
Housing Mitigation Reserve	48,748,462	26,232,208	30,528,355	25,069,228	29,274,708	24,907,427	28,723,506	24,583,646	28,610,470	24,680,464	28,829,173	25,028,052	25,028,052
TOTAL RESERVES	48,748,462	26,232,208	30,528,355	25,069,228	29,274,708	24,907,427	28,723,506	24,583,646	28,610,470	24,680,464	28,829,173	25,028,052	25,028,052
FUND BALANCE, JUNE 30	0	0	0	0	0	0	0	0	0	0	0	0	0

**CITY OF SUNNYVALE  
2021. HOUSING MITIGATION FUND  
LONG TERM FINANCIAL PLAN  
JULY 1, 2034 TO JUNE 30, 2044**

	PLAN 2035/2036	PLAN 2036/2037	PLAN 2037/2038	PLAN 2038/2039	PLAN 2039/2040	PLAN 2040/2041	PLAN 2041/2042	PLAN 2042/2043	PLAN 2043/2044	PLAN 2044/2045	FY 2035/2036 TO FY 2044/2045 TOTAL	FY 2024/2025 TO FY 2044/2045 TOTAL
RESERVE/FUND BALANCE, JULY 1	25,028,052	29,444,026	23,762,732	28,159,291	22,582,149	27,072,352	21,589,134	26,219,482	20,881,626	25,623,159	25,028,052	48,748,462
CURRENT RESOURCES:												
Housing Mitigation Fees	4,594,743	4,686,638	4,780,370	4,875,978	4,973,497	5,072,967	5,174,427	5,277,915	5,383,473	5,544,978	50,364,985	103,906,607
Housing Loan Repayments	691,194	711,930	733,288	755,286	777,945	801,283	825,322	850,081	875,584	901,851	7,923,764	15,734,303
Transfer From Redevelopment Housing Fund	0	0	0	0	0	0	0	0	0	0	0	0
Rental Income	0	0	0	0	0	0	0	0	0	0	0	810,000
Interest Income	917,354	786,307	767,321	749,874	733,810	719,135	706,531	696,075	687,263	681,343	7,445,014	17,194,387
TOTAL CURRENT RESOURCES	6,203,291	6,184,874	6,280,978	6,381,137	6,485,252	6,593,386	6,706,280	6,824,072	6,946,320	7,128,172	65,733,763	137,645,297
TOTAL AVAILABLE RESOURCES	31,231,343	35,628,900	30,043,710	34,540,428	29,067,401	33,665,738	28,295,414	33,043,554	27,827,946	32,751,331	90,761,815	186,393,759
CURRENT REQUIREMENTS:												
Operations	1,216,592	1,262,841	1,310,868	1,360,739	1,412,525	1,466,307	1,522,143	1,580,129	1,640,350	1,702,877	14,475,370	25,786,564
Special Projects	0	20,000	0	20,000	0	20,000	0	20,000	0	20,000	100,000	35,663,839
New Civic Center Rent	305,260	314,418	323,850	333,566	343,573	353,880	364,497	375,431	386,694	398,295	3,499,466	6,403,124
Funding for Future Projects		10,000,000		10,000,000		10,000,000		10,000,000		10,000,000	50,000,000	93,217,000
Transfer To Employee Benefits Fund	174,263	175,377	153,780	145,606	138,073	132,967	83,206	77,579	66,185	34,704	1,181,740	2,931,075
General Fund In-Lieu	91,202	93,532	95,921	98,369	100,878	103,450	106,086	108,788	111,558	114,396	1,024,180	1,911,100
TOTAL CURRENT REQUIREMENTS	1,787,317	11,866,168	1,884,419	11,958,279	1,995,049	12,076,604	2,075,932	12,161,928	2,204,787	12,270,272	70,280,757	165,912,702
RESERVES:												
Housing Mitigation Reserve	29,444,026	23,762,732	28,159,291	22,582,149	27,072,352	21,589,134	26,219,482	20,881,626	25,623,159	20,481,059	20,481,058	20,481,057
TOTAL RESERVES	29,444,026	23,762,732	28,159,291	22,582,149	27,072,352	21,589,134	26,219,482	20,881,626	25,623,159	20,481,059	20,481,058	20,481,057
FUND BALANCE, JUNE 30	0	0	0	0	0	0	0	0	0	0	0	0

**CITY OF SUNNYVALE**  
**2023. HOUSING FUND/BELOW MARKET RATE (BMR) HOUSING SUB-FUND**  
**LONG TERM FINANCIAL PLAN**  
**JULY 1, 2024 TO JUNE 30, 2035**

	ACTUAL 2023/2024	CURRENT 2024/2025	BUDGET 2025/2026	PLAN 2026/2027	PLAN 2027/2028	PLAN 2028/2029	PLAN 2029/2030	PLAN 2030/2031	PLAN 2031/2032	PLAN 2032/2033	PLAN 2033/2034	PLAN 2034/2035	FY 2024/2025 TO FY 2034/2035 TOTAL
RESERVE/FUND BALANCE, JULY 1	18,186,712	19,050,538	14,061,610	17,744,151	14,641,975	21,669,576	24,766,098	25,693,075	22,537,526	23,415,490	20,216,781	21,054,560	19,050,538
CURRENT RESOURCES:													
BMR In-Lieu fees	922,149	21,309	3,869,077	3,228,188	7,242,463	7,242,463	1,067,766	1,099,799	1,132,793	1,166,777	1,201,780	1,237,833	28,510,247
BMR Processing Fees	14,609	23,886	25,090	25,843	26,618	27,417	28,239	29,086	29,959	30,858	31,783	32,737	311,515
Housing Loan Repayments	81,828	36,843	45,244	46,601	47,999	49,439	50,923	52,450	52,450	52,450	52,450	52,450	539,301
Interest Income	448,884	649,258	623,642	495,139	631,153	721,343	748,342	656,433	682,005	588,838	613,240	516,785	6,926,177
TOTAL CURRENT RESOURCES	1,467,470	731,296	4,563,053	3,795,772	7,948,233	8,040,661	1,895,270	1,837,768	1,897,206	1,838,923	1,899,253	1,839,805	36,287,240
TOTAL AVAILABLE RESOURCES	19,654,182	19,781,834	18,624,663	21,539,923	22,590,208	29,710,237	26,661,368	27,530,843	24,434,732	25,254,413	22,116,034	22,894,365	55,337,778
CURRENT REQUIREMENTS:													
Operations	359,666	463,581	490,984	508,317	526,283	544,905	564,001	583,792	604,298	625,442	647,346	670,032	6,228,981
Special Projects	106,889	5,111,808	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	316,587	7,678,395
Funding for Future Projects	0	0	0	6,000,000	0	4,000,000	0	4,000,000	0	4,000,000	0	4,000,000	22,000,000
Transfer To Employee Benefits Fund	101,062	104,026	97,670	96,699	100,314	104,070	107,970	112,016	116,217	112,217	112,877	113,542	1,177,620
General Fund In-Lieu	36,026	40,809	41,858	42,933	44,035	45,164	46,322	47,509	48,726	49,973	51,251	51,251	509,829
TOTAL CURRENT REQUIREMENTS	603,644	5,720,224	880,512	6,897,948	920,632	4,944,139	968,293	4,993,317	1,019,242	5,037,632	1,061,474	5,151,412	37,594,826
RESERVES:													
BMR Reserve	19,050,538	14,061,610	17,744,151	14,641,975	21,669,576	24,766,098	25,693,075	22,537,526	23,415,490	20,216,781	21,054,560	17,742,953	17,742,952
TOTAL RESERVES	19,050,538	14,061,610	17,744,151	14,641,975	21,669,576	24,766,098	25,693,075	22,537,526	23,415,490	20,216,781	21,054,560	17,742,953	17,742,952
FUND BALANCE, JUNE 30	0	0	0	0	0	0	0	0	0	0	0	0	0

**CITY OF SUNNYVALE  
2023. HOUSING FUND/BELOW MARKET RATE (BMR) HOUSING SUB-FUND  
LONG TERM FINANCIAL PLAN  
JULY 1, 2034 TO JUNE 30, 2044**

	PLAN 2035/2036	PLAN 2036/2037	PLAN 2037/2038	PLAN 2038/2039	PLAN 2039/2040	PLAN 2040/2041	PLAN 2041/2042	PLAN 2042/2043	PLAN 2043/2044	PLAN 2044/2045	FY 2035/2036 TO FY 2044/2045 TOTAL	FY 2024/2025 TO FY 2044/2045 TOTAL
RESERVE/FUND BALANCE, JULY 1	17,742,953	18,787,868	17,298,983	18,365,640	16,905,648	17,992,814	16,551,979	17,687,484	16,296,745	17,457,799	17,742,953	19,050,538
CURRENT RESOURCES:												
BMR In-Lieu fees	1,274,968	1,313,217	1,352,614	1,393,192	1,434,988	1,478,038	1,522,379	1,568,050	1,615,092	1,663,545	14,616,084	43,126,332
BMR Processing Fees	33,719	34,730	35,772	36,846	37,951	39,089	40,262	41,470	42,714	43,995	386,549	698,064
Housing Loan Repayments	52,450	52,450	52,450	52,450	52,450	52,450	52,450	52,450	52,450	52,450	524,502	1,063,803
Interest Income	547,219	503,854	534,922	492,398	524,063	482,096	515,169	474,662	508,480	469,249	5,052,112	11,978,289
TOTAL CURRENT RESOURCES	1,908,357	1,904,252	1,975,758	1,974,886	2,049,452	2,051,674	2,130,261	2,136,633	2,218,736	2,229,239	20,579,247	56,866,487
TOTAL AVAILABLE RESOURCES	19,651,310	20,692,120	19,274,741	20,340,526	18,955,100	20,044,488	18,682,240	19,824,117	18,515,481	19,687,038	38,322,200	75,917,025
CURRENT REQUIREMENTS:												
Operations	696,609	724,242	752,867	782,626	813,559	845,709	879,222	914,043	950,220	987,805	8,346,902	14,575,883
Special Projects	0	0	0	0	0	0	0	0	0	0	0	7,678,395
Funding for Future Projects	0	2,500,000	0	2,500,000	0	2,500,000	0	2,500,000	0	2,500,000	12,500,000	34,500,000
Transfer To Employee Benefits Fund	114,272	114,992	100,954	95,561	90,590	87,181	54,396	50,634	43,170	22,424	774,175	1,951,795
General Fund In-Lieu	52,561	53,904	55,280	56,691	58,137	59,619	61,138	62,695	64,292	65,928	590,243	1,100,073
TOTAL CURRENT REQUIREMENTS	863,442	3,393,137	909,101	3,434,878	962,286	3,492,509	994,756	3,527,372	1,057,682	3,576,157	22,211,320	59,806,145
RESERVES:												
BMR Reserve	18,787,868	17,298,983	18,365,640	16,905,648	17,992,814	16,551,979	17,687,484	16,296,745	17,457,799	16,110,881	16,110,880	16,110,880
TOTAL RESERVES	18,787,868	17,298,983	18,365,640	16,905,648	17,992,814	16,551,979	17,687,484	16,296,745	17,457,799	16,110,881	16,110,880	16,110,880
FUND BALANCE, JUNE 30	0	0	0	0	0	0	0	0	0	0	0	0

**CITY OF SUNNYVALE**  
**2080. LOW & MODERATE HOUSING FUND**  
**LONG TERM FINANCIAL PLAN**  
**JULY 1, 2024 TO JUNE 30, 2035**

	ACTUAL 2023/2024	CURRENT 2024/2025	BUDGET 2025/2026	PLAN 2026/2027	PLAN 2027/2028	PLAN 2028/2029	PLAN 2029/2030	PLAN 2030/2031	PLAN 2031/2032	PLAN 2032/2033	PLAN 2033/2034	PLAN 2034/2035	FY 2024/2025 TO FY 2034/2035 TOTAL
RESERVE/FUND BALANCE, JULY 1	3,760,398	2,560,772	2,315,781	2,090,068	1,844,101	1,587,170	1,311,673	1,025,456	728,115	419,233	99,259	0	2,560,772
CURRENT RESOURCES:													
Revenue From Other Agency	0	0	0	0	0	0	0	0	0	0	0	0	0
Interest Income	78,813	65,586	86,389	67,664	59,014	42,840	34,539	25,915	16,956	7,662	739	0	407,304
TOTAL CURRENT RESOURCES	78,813	65,586	86,389	67,664	59,014	42,840	34,539	25,915	16,956	7,662	739	0	407,304
TOTAL AVAILABLE RESOURCES	3,839,211	2,626,358	2,402,170	2,157,732	1,903,115	1,630,010	1,346,212	1,051,371	745,071	426,895	99,998	0	2,968,076
CURRENT REQUIREMENTS:													
Operations	47,224	45,918	48,069	49,599	51,436	53,334	55,241	57,211	59,245	61,340	83,515	0	564,905
Special Projects	218,138	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	0	0	2,250,000
Transfer to Employee Benefits	9,498	10,674	9,945	9,840	10,210	10,593	10,992	11,406	11,835	11,416	11,479	0	108,391
Transfer To Housing Fund	1,000,000	0	0	0	0	0	0	0	0	0	0	0	0
General Fund In-Lieu	3,578	3,985	4,087	4,192	4,300	4,410	4,523	4,639	4,758	4,880	5,005	0	44,779
TOTAL CURRENT REQUIREMENTS	1,278,439	310,577	312,102	313,631	315,945	318,337	320,756	323,256	325,838	327,636	99,998	0	2,968,076
RESERVES:													
20 Year RAP	2,560,772	2,315,781	2,090,068	1,844,101	1,587,170	1,311,673	1,025,456	728,115	419,233	99,259	0	0	0
TOTAL RESERVES	2,560,772	2,315,781	2,090,068	1,844,101	1,587,170	1,311,673	1,025,456	728,115	419,233	99,259	0	0	0
FUND BALANCE, JUNE 30	0	0	0	0	0	0	0	0	0	0	0	0	0

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**CITY OF SUNNYVALE**  
**2040. COMBINED COMMUNITY DEVELOPMENT BLOCK GRANT FUND**  
**LONG TERM FINANCIAL PLAN**  
**JULY 1, 2024 TO JUNE 30, 2035**

	ACTUAL 2023/2024	CURRENT 2024/2025	BUDGET 2025/2026	PLAN 2026/2027	PLAN 2027/2028	PLAN 2028/2029	PLAN 2029/2030	PLAN 2030/2031	PLAN 2031/2032	PLAN 2032/2033	PLAN 2033/2034	PLAN 2034/2035	FY 2024/2025 TO FY 2034/2035 TOTAL
RESERVE/FUND BALANCE, JULY 1	219,600	167,981	403,608	236,970	145,243	151,864	152,778	147,964	147,964	147,964	147,964	147,964	167,981
CURRENT RESOURCES:													
HUD Program Year 2019	0	10,308	0	0	0	0	0	0	0	0	0	0	10,308
HUD Program Year 2020	48,196	11,084	0	0	0	0	0	0	0	0	0	0	11,084
HUD Program Year 2021	9,837	0	0	0	0	0	0	0	0	0	0	0	0
HUD Program Year 2022	298,523	145,555	0	0	0	0	0	0	0	0	0	0	145,555
HUD Program Year 2023	0	555,596	0	0	0	0	0	0	0	0	0	0	555,596
HUD Program Year 2024	0	1,043,481	0	0	0	0	0	0	0	0	0	0	1,043,481
HUD Program Year 2025	0	0	1,043,481	0	0	0	0	0	0	0	0	0	1,043,481
Future HUD Allocations	0	0	0	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	9,000,000
Housing Loan Repayments	160,782	172,189	240,000	178,965	178,965	178,965	178,965	178,965	178,965	178,965	178,965	178,965	2,022,878
CDBG-CV	541,775	200,902	0	0	0	0	0	0	0	0	0	0	200,902
TOTAL CURRENT RESOURCES	1,059,112	2,139,114	1,283,481	1,178,965	1,178,965	1,178,965	1,178,965	1,178,965	1,178,965	1,178,965	1,178,965	1,178,965	14,033,285
TOTAL AVAILABLE RESOURCES	1,278,712	2,307,096	1,687,089	1,415,936	1,324,209	1,330,829	1,331,743	1,326,930	1,326,930	1,326,930	1,326,930	1,326,930	14,201,266
CURRENT REQUIREMENTS:													
Operations	350,376	375,000	389,060	403,822	417,974	432,602	447,274	451,728	461,331	471,259	481,494	492,084	4,823,628
Special Projects	603,092	850,228	879,950	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	2,180,178
Capital Projects	0	490,000	0	300,000	0	0	300,000	0	0	300,000	0	0	1,390,000
Outside Group Funding Projects	157,262	156,522	156,450	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	1,662,972
Future CDBG Projects	0	0	0	342,211	529,711	520,791	211,846	502,578	492,975	183,047	472,813	462,222	3,718,194
Transfer To Fleet Fund	0	7,078	0	0	0	0	0	0	0	0	0	0	7,078
Transfer To General Fund	0	24,659	24,659	24,659	24,659	24,659	24,659	24,659	24,659	24,659	24,659	24,659	271,252
TOTAL CURRENT REQUIREMENTS	1,110,731	1,903,488	1,450,119	1,270,692	1,172,345	1,178,052	1,183,779	1,178,965	1,178,965	1,178,965	1,178,965	1,178,965	14,053,302
RESERVES:													
20 Year RAP	167,981	403,608	236,970	145,243	151,864	152,778	147,964	147,964	147,964	147,964	147,964	147,964	147,964
TOTAL RESERVES	167,981	403,608	236,970	145,243	151,864	152,778	147,964	147,964	147,964	147,964	147,964	147,964	147,964
FUND BALANCE, JUNE 30	0	0	0	0	0	0	0	0	0	0	0	0	0



**CITY OF SUNNYVALE  
2040. COMBINED COMMUNITY DEVELOPMENT BLOCK GRANT FUND  
LONG TERM FINANCIAL PLAN  
JULY 1, 2035 TO JUNE 30, 2045**

	PLAN 2035/2036	PLAN 2036/2037	PLAN 2037/2038	PLAN 2038/2039	PLAN 2039/2040	PLAN 2040/2041	PLAN 2041/2042	PLAN 2042/2043	PLAN 2043/2044	PLAN 2044/2045	FY 2035/2036 TO FY 2044/2045 TOTAL	FY 2024/2025 TO FY 2044/2045 TOTAL
RESERVE/FUND BALANCE, JULY 1	147,964	147,964	147,964	147,964	147,964	147,964	147,964	147,964	147,964	147,964	147,964	167,981
CURRENT RESOURCES:												
HUD Program Year 2019	0	0	0	0	0	0	0	0	0	0	0	10,308
HUD Program Year 2020	0	0	0	0	0	0	0	0	0	0	0	11,084
HUD Program Year 2021	0	0	0	0	0	0	0	0	0	0	0	0
HUD Program Year 2022	0	0	0	0	0	0	0	0	0	0	0	145,555
HUD Program Year 2023	0	0	0	0	0	0	0	0	0	0	0	555,596
HUD Program Year 2024	0	0	0	0	0	0	0	0	0	0	0	1,043,481
HUD Program Year 2025	0	0	0	0	0	0	0	0	0	0	0	1,043,481
Future HUD Allocations	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	10,000,000	19,000,000
Housing Loan Repayments	178,965	178,965	178,965	178,965	178,965	178,965	178,965	178,965	178,965	178,965	1,789,655	3,812,533
CDBG-CV	0	0	0	0	0	0	0	0	0	0	0	200,902
TOTAL CURRENT RESOURCES	1,178,965	1,178,965	1,178,965	1,178,965	1,178,965	1,178,965	1,178,965	1,178,965	1,178,965	1,178,965	11,789,655	25,822,939
TOTAL AVAILABLE RESOURCES	1,326,930	1,326,930	1,326,930	1,326,930	1,326,930	1,326,930	1,326,930	1,326,930	1,326,930	1,326,930	11,937,619	25,990,921
CURRENT REQUIREMENTS:												
Operations	504,271	516,933	530,087	543,752	557,950	572,700	588,025	603,946	620,487	637,673	5,675,824	10,499,452
Special Projects	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	500,000	2,680,178
Capital Projects	300,000	0	0	300,000	0	0	300,000	0	0	0	900,000	2,290,000
Outside Group Funding Projects	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	1,500,000	3,162,972
Future CDBG Projects	150,035	437,374	424,220	110,554	396,356	381,606	66,281	350,360	333,819	316,633	2,967,238	6,685,432
Transfer To Fleet Fund	0	0	0	0	0	0	0	0	0	0	0	7,078
Transfer To General Fund	24,659	24,659	24,659	24,659	24,659	24,659	24,659	24,659	24,659	24,659	246,593	517,845
TOTAL CURRENT REQUIREMENTS	1,178,965	1,178,965	1,178,965	1,178,965	1,178,965	1,178,965	1,178,965	1,178,965	1,178,965	1,178,965	11,789,655	25,842,956
RESERVES:												
20 Year RAP	147,964	147,964	147,964	147,964	147,964	147,964	147,964	147,964	147,964	147,964	147,964	147,964
TOTAL RESERVES	147,964	147,964	147,964	147,964	147,964	147,964	147,964	147,964	147,964	147,964	147,964	147,964
FUND BALANCE, JUNE 30	0	0	0	0	0	0	0	0	0	0	0	0

**CITY OF SUNNYVALE  
2060. HOME GRANT FUND  
LONG TERM FINANCIAL PLAN  
JULY 1, 2024 TO JUNE 30, 2035**

	ACTUAL 2023/2024	CURRENT 2024/2025	BUDGET 2025/2026	PLAN 2026/2027	PLAN 2027/2028	PLAN 2028/2029	PLAN 2029/2030	PLAN 2030/2031	PLAN 2031/2032	PLAN 2032/2033	PLAN 2033/2034	PLAN 2034/2035	FY 2024/2025 TO FY 2034/2035 TOTAL
RESERVE/FUND BALANCE, JULY 1	798,642	441,663	2,327,179	1,709,841	0	0	0	0	0	0	0	0	441,663
CURRENT RESOURCES:													
HOME Grant Allocations:													
HUD Program Year 2016	46,326	0	0	0	0	0	0	0	0	0	0	0	0
HUD Program Year 2018	146,546	0	0	0	0	0	0	0	0	0	0	0	0
HUD Program Year 2019	280,455	0	0	0	0	0	0	0	0	0	0	0	0
HUD Program Year 2020	(29,806)	134,760	0	0	0	0	0	0	0	0	0	0	134,760
HUD Program Year 2021	0	373,624	0	0	0	0	0	0	0	0	0	0	373,624
HUD American Rescue Plan 2021	179,307	1,277,663	0	0	0	0	0	0	0	0	0	0	1,277,663
HUD Program Year 2022	0	357,859	0	0	0	0	0	0	0	0	0	0	357,859
HUD Program Year 2023	0	341,214	0	0	0	0	0	0	0	0	0	0	341,214
HUD Program Year 2024	0	377,129	0	0	0	0	0	0	0	0	0	0	377,129
HUD Program Year 2025	0	0	377,129	0	0	0	0	0	0	0	0	0	377,129
Future HUD Allocations	0	0	0	377,000	377,000	377,000	377,000	377,000	377,000	377,000	377,000	377,000	3,393,000
Housing Loan Repayments	114,731	130,501	100,000	139,157	139,157	139,157	139,157	444,782	139,157	222,854	139,157	139,157	1,872,235
Interest Income	10,855	10,855	10,855	0	0	0	0	0	0	0	0	0	21,710
TOTAL CURRENT RESOURCES	748,414	3,003,605	487,984	516,157	516,157	516,157	516,157	821,782	516,157	599,854	516,157	516,157	8,526,324
TOTAL AVAILABLE RESOURCES	1,547,056	3,445,268	2,815,163	2,225,998	516,157	516,157	516,157	821,782	516,157	599,854	516,157	516,157	8,967,987
CURRENT REQUIREMENTS:													
Operations	84,564	111,667	98,901	101,528	105,107	108,809	112,532	116,389	120,384	124,522	128,786	133,196	1,261,820
In-Lieu Charges	0	6,422	6,422	6,422	6,422	6,422	6,422	6,422	6,422	6,422	6,422	6,422	70,642
Special Projects	1,020,829	1,000,000	1,000,000	0	0	0	0	0	0	0	0	0	2,000,000
Future HOME/Housing Projects	0	0	0	2,118,048	404,628	400,926	397,203	698,971	389,351	468,909	380,949	376,539	5,635,524
TOTAL CURRENT REQUIREMENTS	1,105,393	1,118,089	1,105,323	2,225,998	516,157	516,157	516,157	821,782	516,157	599,854	516,157	516,157	8,967,987
RESERVES:													
HOME Reserve	441,663	2,327,179	1,709,841	0	0	0	0	0	0	0	0	0	0
TOTAL RESERVES	441,663	2,327,179	1,709,841	0	0	0	0	0	0	0	0	0	0
FUND BALANCE, JUNE 30	0	0	0	0	0	0	0	0	0	0	0	0	0

**CITY OF SUNNYVALE  
2060. HOME GRANT FUND  
LONG TERM FINANCIAL PLAN  
JULY 1, 2035 TO JUNE 30, 2045**

	PLAN 2035/2036	PLAN 2036/2037	PLAN 2037/2038	PLAN 2038/2039	PLAN 2039/2040	PLAN 2040/2041	PLAN 2041/2042	PLAN 2042/2043	PLAN 2043/2044	PLAN 2044/2045	FY 2035/2036 TO FY 2044/2045 TOTAL	FY 2024/2025 TO FY 2044/2045 TOTAL
RESERVE/FUND BALANCE, JULY 1	0	0	0	0	0	0	0	0	0	0	0	441,663
CURRENT RESOURCES:												
HOME Grant Allocations:												
HUD Program Year 2016	0	0	0	0	0	0	0	0	0	0	0	0
HUD Program Year 2018	0	0	0	0	0	0	0	0	0	0	0	0
HUD Program Year 2019	0	0	0	0	0	0	0	0	0	0	0	0
HUD Program Year 2020	0	0	0	0	0	0	0	0	0	0	0	134,760
HUD Program Year 2021	0	0	0	0	0	0	0	0	0	0	0	373,624
HUD American Rescue Plan 2021	0	0	0	0	0	0	0	0	0	0	0	1,277,663
HUD Program Year 2022	0	0	0	0	0	0	0	0	0	0	0	357,859
HUD Program Year 2023	0	0	0	0	0	0	0	0	0	0	0	341,214
HUD Program Year 2024	0	0	0	0	0	0	0	0	0	0	0	377,129
HUD Program Year 2025	0	0	0	0	0	0	0	0	0	0	0	377,129
Future HUD Allocations	377,000	377,000	377,000	377,000	377,000	377,000	377,000	377,000	377,000	377,000	3,770,000	7,163,000
Housing Loan Repayments	139,157	139,157	139,157	139,157	139,157	139,157	139,157	139,157	139,157	139,157	1,391,570	3,263,806
Interest Income	0	0	0	0	0	0	0	0	0	0	0	21,710
TOTAL CURRENT RESOURCES	516,157	516,157	516,157	516,157	516,157	516,157	516,157	516,157	516,157	516,157	5,161,570	13,687,894
TOTAL AVAILABLE RESOURCES	516,157	516,157	516,157	516,157	516,157	516,157	516,157	516,157	516,157	516,157	5,161,570	14,129,557
CURRENT REQUIREMENTS:												
Operations	138,303	143,609	149,122	154,849	160,800	166,982	173,406	180,080	187,014	194,218	1,648,384	2,910,204
In-Lieu Charges	6,422	6,422	6,422	6,422	6,422	6,422	6,422	6,422	6,422	6,422	64,220	134,863
Special Projects	0	0	0	0	0	0	0	0	0	0	0	2,000,000
Future HOME/Housing Projects	371,432	366,126	360,613	354,886	348,935	342,753	336,329	329,655	322,721	315,516	3,448,966	9,084,490
TOTAL CURRENT REQUIREMENTS	516,157	516,157	516,157	516,157	516,157	516,157	516,157	516,157	516,157	516,157	5,161,570	14,129,557
RESERVES:												
HOME Reserve	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL RESERVES	0	0	0	0	0	0	0	0	0	0	0	0
FUND BALANCE, JUNE 30	0	0	0	0	0	0	0	0	0	0	0	0

CITY OF SUNNYVALE  
2070. PERMANENT LOCAL HOUSING ALLOCATION (PLHA) GRANT PROGRAM FUND  
LONG TERM FINANCIAL PLAN  
JULY 1, 2024 TO JUNE 30, 2035

	ACTUAL	CURRENT	BUDGET	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	PLAN	FY 2024/2025 TO FY 2034/2035 TOTAL
	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	2030/2031	2031/2032	2032/2033	2033/2034	2034/2035	
RESERVE/FUND BALANCE, JULY 1	0	77,257	1,545	1,607	0	0	0	0	0	0	0	0	77,257
CURRENT RESOURCES:													
PLHA Grant	577,257	2,152,925	350,241	0	0	0	0	0	0	0	0	0	2,503,166
Future PLHA Allocations	0	0	0	403,599	403,599	403,599	403,599	403,599	403,599	403,599	403,599	403,599	3,632,387
Interest Income	0	1,545	62	0	0	0	0	0	0	0	0	0	1,607
TOTAL CURRENT RESOURCES	577,257	2,154,470	350,303	403,599	403,599	403,599	403,599	403,599	403,599	403,599	403,599	403,599	6,137,160
TOTAL AVAILABLE RESOURCES	577,257	2,231,727	351,848	405,206	403,599	403,599	403,599	403,599	403,599	403,599	403,599	403,599	6,214,417
CURRENT REQUIREMENTS:													
Operations	0	136,509	17,512	20,180	20,180	20,180	20,180	20,180	20,180	20,180	20,180	20,180	335,640
Special Projects	500,000	2,093,673	332,729	0	0	0	0	0	0	0	0	0	2,426,402
Future Projects	0	0	0	385,026	383,419	383,419	383,419	383,419	383,419	383,419	383,419	383,419	3,452,374
TOTAL CURRENT REQUIREMENTS	500,000	2,230,182	350,241	405,206	403,599	403,599	403,599	403,599	403,599	403,599	403,599	403,599	6,214,417
RESERVES:													
PLHA Reserve	77,257	1,545	1,607	0	0	0	0	0	0	0	0	0	0
TOTAL RESERVES	77,257	1,545	1,607	0	0	0	0	0	0	0	0	0	0
FUND BALANCE, JUNE 30	0	0	0	0	0	0	0	0	0	0	0	0	0

**CITY OF SUNNYVALE**  
**2070. PERMANENT LOCAL HOUSING ALLOCATION (PLHA) GRANT PROGRAM FUND**  
**LONG TERM FINANCIAL PLAN**  
**JULY 1, 2035 TO JUNE 30, 2045**

	PLAN 2035/2036	PLAN 2036/2037	PLAN 2037/2038	PLAN 2038/2039	PLAN 2039/2040	PLAN 2040/2041	PLAN 2041/2042	PLAN 2042/2043	PLAN 2043/2044	PLAN 2044/2045	FY 2035/2036 TO FY 2044/2045 TOTAL	FY 2024/2025 TO FY 2044/2045 TOTAL
RESERVE/FUND BALANCE, JULY 1	0	0	0	0	0	0	0	0	0	0	0	77,257
CURRENT RESOURCES:												
PLHA Grant	0	0	0	0	0	0	0	0	0	0	0	2,503,166
Future PLHA Allocations	403,599	403,599	403,599	403,599	403,599	403,599	403,599	403,599	403,599	403,599	4,035,985	7,668,372
Interest Income	0	0	0	0	0	0	0	0	0	0	0	1,607
TOTAL CURRENT RESOURCES	403,599	403,599	403,599	403,599	403,599	403,599	403,599	403,599	403,599	403,599	4,035,985	10,173,145
TOTAL AVAILABLE RESOURCES	403,599	403,599	403,599	403,599	403,599	403,599	403,599	403,599	403,599	403,599	4,035,985	10,250,402
CURRENT REQUIREMENTS:												
Operations	20,180	20,180	20,180	20,180	20,180	20,180	20,180	20,180	20,180	20,180	201,799	537,440
Special Projects	0	0	0	0	0	0	0	0	0	0	0	2,426,402
Future Projects	383,419	383,419	383,419	383,419	383,419	383,419	383,419	383,419	383,419	383,419	3,834,186	7,286,560
TOTAL CURRENT REQUIREMENTS	403,599	403,599	403,599	403,599	403,599	403,599	403,599	403,599	403,599	403,599	4,035,985	10,250,402
RESERVES:												
PLHA Reserve	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL RESERVES	0	0	0	0	0	0	0	0	0	0	0	0
FUND BALANCE, JUNE 30	0	0	0	0	0	0	0	0	0	0	0	0

## PROJECTS BUDGET GUIDE

### Strategic Vision

The City of Sunnyvale has developed a strategic vision to build and maintain its capital assets so residents will continue to realize optimal service delivery in an aesthetically pleasing environment. Careful management of these assets keeps the City poised for flexible and responsive growth, while methodical planning allows the City to proactively respond to evolving community needs and expectations. Furthermore, this plan incorporates a broad vision that enables the City to concentrate on the “here and now” delivery of service, while keeping its eye on the horizon. Applying a long-term approach allows the City to seek the most financially feasible opportunities to “grow” towards a vision of tomorrow.

The City’s General Plan serves as the City’s long-term blueprint for the community’s vision of future growth, and proposed capital improvements must support the General Plan. By definition, a capital improvement requires a major initial investment, a significant and continuing financial commitment for maintenance, and eventual replacement. Capital improvements require careful long-term planning and budgeting so economic downturns or financial emergencies do not result in deferred maintenance and deteriorating assets.

The City carefully considers each project’s short-term and long-term effects against the General Plan, current policy directives, citywide needs, ongoing operational needs, and budgetary constraints. These considerations are applied across the entire twenty-year planning horizon to all projects, no matter the cost or scope. The City’s disciplined planning results in a long-term, comprehensive project plan that provides a “big picture” perspective of how projects are synchronized with a balanced operating budget. This approach offers a complete financial analysis of the impact of all projects proposed for funding in the immediate and future years.

### Fiscal Policies Related to Capital and Infrastructure Expenditures

City Council Fiscal Policy identifies capital improvements and related policies designed to maximize the value and cost-effectiveness of the City’s infrastructure. Several key policies include those relating to planning, design, and funding.

**Capital Improvement Plan.** High priority should be given to replacing capital improvements before they have deteriorated to the point where they are hazardous, incur high maintenance costs, negatively affect property values, or no longer serve their intended purposes. Priority is given to the repair and replacement of existing infrastructure as compared to the provision of new or expanded facilities.

**Capital Improvement Design.** All capital improvements are planned and designed based on standards that minimize construction costs while ensuring acceptable useful life and reducing maintenance requirements. Value engineering processes will be used when necessary and appropriate.

**Capital Improvement Funding.** In most cases, governmental capital improvements should be funded on a pay-as-you-go basis. Alternate financing strategies may be considered under certain circumstances, depending on an overall funding approach that balances the capital needs of today, while planning for those anticipated in the future.

**Land Acquisition.** Acquiring undeveloped land is a high priority to meet the City’s goals. Land should be acquired at a reasonable time before the property is required for City purposes.

**Reserves.** The City strives to maintain a prudent level of reserves for future unexpected expenses and decreases in revenue; to accumulate funds to support future planned capital improvements; and to reduce

the variability between high and low expenditure years in the Twenty-Year Resource Allocation Plan. Each utility fund has a Capital and Infrastructure Reserve to provide resources for the infrastructure replacement needs of the respective utility system.

## Project Planning and Budgeting

Every other year, the City performs an in-depth review of the twenty-year Projects Budget and every project is updated. All project costs are updated to reflect current expenditure requirements, anticipated revenue, and ongoing operating savings or expenses. The primary focus of these baseline adjustments is to ensure that the City can meet its existing commitments and has a realistic project delivery plan.

The Service Level Adjustment phase is an opportunity to consider enhancing service levels or proposing new initiatives. Projects with significant changes in scope or new project submissions may be proposed. These submissions are reviewed in terms of the potential to further the City's General Plan goals or Council's priorities, fiscal impact, and stated performance goals. It should be noted that service level adjustments can reduce service levels, especially during economic uncertainty.

The City applies a broad prioritization framework for evaluating project funding requests in a targeted way given the City's limited resources. Some initiatives meet more than one priority level, or the priority level may shift over time. For example, a project could be necessary to meet regulatory requirements that are legally mandated and have other objectives. Project funding requests are assessed accordingly with appropriations scaled where appropriate and practicable.

A high-level synopsis of the City's project funding prioritization levels is outlined below:

- Highest – protection of public health and safety and adherence to legal requirements
- High – rehabilitation/replacement of assets that have deteriorated or have high maintenance costs; Council priority or result of a Study Issue; project identified explicitly in the General Plan or other Council-adopted plan
- Mid-range – required to meet existing service levels or for future cost avoidance

Each project is then reviewed in several contexts before being selected for funding. Staff perform complete cost/benefit analyses to answer questions, such as:

What precipitated the project proposal? What accomplishments or milestones will be achieved? What is the risk or impact to service levels if the project is not funded?

What alternatives were considered? Were environmental and equity impacts considered? What other relevant community, market, or industry information supports project implementation?

What is the overall fiscal impact of implementing the project? How will the project be funded? Is there offsetting revenue or external grant funding available? Are there ongoing operating expenditures or savings? What is the return on investment? Is an initial capital outlay or debt issuance required? Will there be infrastructure replacement costs?

How will the project be administered? Has staff capacity been confirmed within existing workloads? Have interdependencies across departments (e.g., ITD, DPW) or other organizations been coordinated? Are there other City initiatives or regional activities that should be considered to align the timing of project implementation?

With these questions answered, decision makers can evaluate a proposal's complete merits and understand the impact of policy decisions. Additionally, this methodology incorporates short- and long-term perspectives for planning revenues, operating requirements, and capital spending.

## Projects Budget Organization

The Projects Budget is divided into fifteen sections by major service area or initiative: Traffic and Transportation, Downtown, Housing, Water, Solid Waste, Wastewater, Cleanwater, Stormwater, Public Safety, Community Development Block Grant, Outside Group Funding, Parks and Recreation, Library, Governance & Community Engagement, and Administrative Facilities.

Individual projects are categorized as capital, infrastructure, special, or outside group funding.

- Capital projects – relate to new construction, improvements that significantly enhance an asset, or the acquisition of a new asset.
- Infrastructure projects – relate to the long-term renovation and replacement of the City’s existing physical assets like streets, water and wastewater systems, roof replacements, etc.
- Special projects – are typically one-time projects designed to address a specific community need or problem such as grant projects or study issues.
- Outside group funding – These are also special projects, but identify City contributions to local community-based organizations.

Every project has a Project Information Sheet that includes the project number/name, project description, evaluation, and fiscal impact. Each project is also tied to the relevant General Plan goals. Project costs, revenues, and operating savings/costs are planned across the twenty-year planning period. Additional information includes the department responsible for project administration and the scheduled completion year.

## Unfunded Projects

The City makes a concerted effort to identify all the critical unfunded capital needs that pose a significant liability over the long term. Unfunded projects fall into several categories, with many having partial funding identified or potential funding sources that can be pursued. Including these unfunded projects in the budget document keeps these items on the radar for review during budget development each year as a priority for potential funding. This provides for a focused approach to the City’s investment in capital. A broad list of known areas that are unfunded or underfunded can be found in the Budget Summary Highlights in Vol. I.

In addition, many unfunded projects are identified in the long-range plans for traffic and transportation that guide the City’s investment in this area. These long-range plans are discussed in more detail under the Traffic and Transportation projects category. The complete listing of projects for this plan is also provided. Those projects on the list that are not included in the projects budget will be evaluated and moved into the projects budget when funding becomes available and the project can be delivered.

Project Information Sheets for unfunded projects can be found in numerical order in each project category following the Project Information Sheets for funded projects.

## Significant Changes

The tables below represent new projects proposed in FY 2025/26 or projects with significant scope changes. Significant changes to scope include projects with added or deleted scope (e.g., asset determined to need replacement vs. repair or vice versa). This table does not include bringing project budgets current to meet existing service levels, standard inflation adjustments, or schedule adjustments across the twenty-year planning period.



FY 2025/26 Projects with Scope Change (No Cleanwater)

Project Name	Fund	Department	Description of Change	FY 25/26 Change	20-Yr Impact Change
826530 - County-Wide Homeless Count	Housing Mitigation	Community Development	Adds funding for City staffing and project management, incentives and materials for event planning and execution, and potential cost-sharing with the County for vendor services.	-	\$ 39,674
828100 - First-Time Homebuyer Loans	Other Housing	Community Development	Expands program funding through 2035 at an annual amount of \$250K.	\$ 250,000	\$ 2,500,000
834790 - Addition to the Heritage Resource Inventory of Sites Associated with Tech	General	Community Development	Adds \$15,510 in funding beyond the current \$75,000 project budget to fully fund the contract for Study Issue CDD #19-05.	\$ 15,510	\$ 15,510
826351 - Recruitment and Training 20-Year Resource Allocation Project	General	Public Safety	Moves Recruitment Costs from Department of Public Safety placeholder recruitment project to new FY 2025/26 and FY 2027/27 recruitment projects.	\$ (3,357,653)	\$ (11,090,111)
832260 - Office of Emergency Services	General	Public Safety	Adds funding to replace items stolen from the Columbia ARKK and to add consultant services for developing two additional emergency plans.	\$ 35,000	\$ 35,000
834150 - DPS FY23/24 Recruitment and Training of Sworn Officers	General	Public Safety	Reduces funding based on salary adjustment.	\$ (579,594)	\$ (261,498)
818100 - Public Safety Buildings - Roofs	Infrastructure	Public Works	Moves project funding to the individual Fire Station remodel project.t cancellation and move money to individual fire station renovation project	-	\$ (1,755,000)
836300 - Fire Station 1 Remodel	Infrastructure	Public Works	Adds funding for roof replacement at Fire Station 1, including consultant services and construction costs.	-	\$ 30,000
836320 - Fire Station 4 Remodel	Infrastructure	Public Works	Adds funding for roof replacement at Fire Station 4, including consultant services and construction costs.	-	\$ 575,000
836310 - Fire Station 3 Remodel	Infrastructure	Public Works	Adds funding for roof replacement at Fire Station 3, including consultant services and construction costs.	-	\$ 575,000
836330 - Fire Station 6 Remodel	Infrastructure	Public Works	Adds funding for roof replacement at Fire Station 6, including consultant services and construction costs.	-	\$ 575,000
820130 - Routine Resurfacing of City Owned Parking Lots	Gas Tax	Public Works	Adds funding for large digouts, crack sealing, slurry sealing, and restriping of parking areas.	-	\$ 295,000
820200 - Traffic Signal Light Emitting Diode (LED) Array Replacements	Gas Tax	Public Works	Aligns funding with updated construction cycle for Pedestrian LEDs and Vehicle LEDs.	-	\$ (1,397,700)
820240 - Park Tennis/Basketball Court at Sunnyvale facilities.	Park Dedication	Public Works	Adds funding to re-strip Pickleball courts at Sunnyvale facilities. Due to high use and growing popularity, court lines are deteriorating faster than expected.	\$ 200,000	\$ 200,000
825740 - Battery Backup System for Traffic Signals Maintenance	Gas Tax	Public Works	Adds funding for the replacement of battery backup systems for traffic signals based on current market prices and inflation.	\$ 25,000	\$ 25,000

FY 2025/26 Projects with Scope Change (No Cleanwater)

Project Name	Fund	Department	Description of Change	FY 25/26 Change	20-Yr Impact Change
827570 - Downtown Parking District Major Maintenance	Parking District	Public Works	Adds funding for resurfacing the South Carroll Parking Lot in FY 2031/32.	-	\$ 82,626
830410 - Ortega Park Renovation and Enhancement	Park Dedication	Public Works	Adds funding to replace a deteriorated gazebo in Ortega Park to prevent potential safety hazards.	\$ 420,000	\$ 420,000
831770 - Illuminated Street Sign Replacement Project	General	Public Works	Adds funding to replace obsolete illuminated street name signs and splits the project over two years.	-	\$ 120,260
832750 - City Maintained Tree Inventory	Infrastructure	Public Works	Adds \$175K to update the City's full tree inventory and map each tree via GPS; the previously budgeted \$325K project had been inactive.	\$ 500,000	\$ 500,000
833010 - Bicycle and Pedestrian Safety Improvements	Capital Projects - Traffic Impact Fees	Public Works	Adds funding to leverage grants for the City's Active Transportation Plan project.	-	\$ 412,000
833020 - Future Traffic Signal Construction (3111)	Capital Projects - Traffic Impact Fees	Public Works	Adds funding to replace 3 traffic signals every five years starting in FY 2028/29.	-	\$ 3,189,644
834370 - Traffic Sign Installation and Maintenance	Gas Tax	Public Works	Redistributes the current budget and adds funding from the Gas Tax Fund.	\$ 59,358	\$ 59,358
834550 - Speed Feedback Signs Maintenance and Replacement	Gas Tax	Public Works	Aligns costs with the adjusted replacement cycle from 10 years to 5 years, based on the most recent CIP for the Sunnyvale SNAIL Improvement.	\$ 678,000	\$ 678,000
828260 - SMaRT Post-2021 Rebuild	SMaRT Station Equipment	Environmental Services	Adds funding from \$35.5M to \$50M to account for inflation, final design and updated costs: \$39.1M for equipment and \$2.9M for facility upgrades. \$7.9M has been spent to date (as of Dec. 2024).	\$ 16,735,288	\$ 16,735,288
801351 - SMART Station Equipment Replacement, Sunnyvale Portion	Solid Waste	Environmental Services	Increases annual contributions from \$409,000 to \$525,000 in years 3 to 20 to normalize funding and avoid extreme annual fluctuations over the 20-year period.	\$ 69,201	\$ 164,241
825251 - Mary/Carson Water Plant Upgrade	Water Supply & Distribution	Environmental Services	Adds funding to cover a significant construction cost increase; the consultant estimates an additional \$3 million is needed, with construction expected to begin in Summer 2026.	\$ 3,800,000	\$ 3,800,000
825362 - Replacement/Repair/Rehabilitation of Storm Drain	Wastewater	Environmental Services	Adds \$570K for the Storm Drain Diversion Project at Ahwanee and Borregas to reduce stormwater inflow into the sanitary sewer system.	\$ 570,000	\$ 570,000
830210 - Repairs to the Power Generation Facility	Wastewater	Environmental Services	Adds funding to reflect updated service rates and an extended project timeline to accommodate delays related to constructing new power generation facilities, per the latest Clean Water Program schedule.	\$ 160,000	\$ 955,000

**FY 2025/26 Projects with Scope Change (No Cleanwater)**

Project Name	Fund	Department	Description of Change	FY 25/26 Change	20-Yr Impact Change
836390 - WPCP Chemical Tank Storage Facility	Wastewater	Environmental Services	Transfers out \$430K to Project 836380 – WPCP Digester No. 3 Improvement, as the original project is canceled due to site restrictions and the completion of the secondary process project.	\$ (430,000)	\$ (430,000)
836380 – WPCP Digester No. 3 Improvement	Wastewater	Environmental Services	Transfers in \$430K from Project 836390 - WPCP Chemical Tank Storage Facility,	\$ 430,000	\$ 430,000
P20201 Wastewater Equipment Replacement	Wastewater	Environmental Services	Aligns the first two years with Environmental Services Department planned replacements, and for the remaining 18 years, with the assumption that some replacements would be deferred if equipment was deemed to not require replacement yet.	\$ (67,588)	\$ (834,866)
834260 - Cost of Service Study For City Fees	Development Enterprise	Finance	Adds funding to complete a new fee study, as the original became outdated following implementation of the new permitting system in 2023.	\$ 46,600	\$ 46,600
832270 Permitting System - Change Funding Schedule	Technology Services	Information Technology	Aligns funding with the replacement schedule, updated from every 10 years to every 15 years.	-	\$ (4,552,488)
834600 - Microsoft Server OS and SQL Server Upgrade	Technology Services	Information Technology	Aligns funding with the updated replacement schedule, redistributing allocations based on need.	\$ 256,988	\$ 1,741,598
835580 - Replacement DPS Video Surveillance System	Technology Services	Information Technology	Aligns funding to replace the overdue Department of Public Safety video surveillance system to ensure continued functionality.	\$ 384,703	\$ 512,439
835610 - Computer Aided Dispatch (CAD) System Replacement	Technology Services	Information Technology	Increases funding to cover staff costs, equipment upgrades, system maintenance, and licensing over 20 years. An additional \$10 million is needed for implementation and maintenance of the Records Management System (RMS) that supports the CAD system used for dispatching police, fire, and EMS personnel.	\$ 1,349,400	\$ 36,389,281
836360 - Research and Development Fund	Technology Services	Information Technology	Adds funding to extend the project over 20 years, supporting small proof-of-concept projects that give the City flexibility to test new technologies without full investment.	\$ 25,000	\$ 500,000
830521 ERP System Acquisition, and Support	Technology Services	Information Technology	Aligns funding with the updated replacement schedule (extended from every 10 years to 15 years) and revised system upgrade costs.	-	\$ (8,964,321)
835490 - Community Events & Neighborhood Grants	General	Library and Recreation Services	Adds funding to support additional events and grants through the Community Events and Neighborhood Grants Programs, in alignment with Council goals.	\$ 102,000	\$ 1,843,108

**FY 2025/26 Projects with Scope Change (No Cleanwater)**

Project Name	Fund	Department	Description of Change	FY 25/26 Change	20-Yr Impact Change
824571 - Project Management for Town Center Development Agreement	Redevelopment Agency	Office of the City Attorney	Adds funding to cover the current shortfall and costs associated with transferring the garages.	\$ 225,139	\$ 225,139
829620 - Downtown Association	General	Office of the City Manager	Adds funding to support additional events and marketing, with Sunnyvale Downtown Association coordinating the annual Pet Parade and other activities while enhancing efforts to promote Downtown Sunnyvale.	\$ 40,000	\$ 800,000
835020 - Sunnyvale Biennial Elections	General	Office of the City Manager	Adds funding Adds funding for the November 2026 election (FY 2026/27) to cover up to five additional ballot measures, depending on recommendations from the Charter Review Committee.	\$ 1,599,103	\$ 1,599,103
835020 - Sunnyvale Biennial Elections	General	Office of the City Manager	Adds funding for the Charter Review Committee to conduct polling in FY 2025/26 to ensure proposed ballot measures reflect community preferences and needs.	\$ 30,000	\$ 30,000
835110 - Digital Accessibility Implementation	Technology Services	Office of the City Manager	Adds funds and renames Project 835110 – Electronic ADA Compliance to support the RFP and implementation ahead of the DOJ deadline, ensuring compliance with federally mandated ADA requirements for City digital content.	\$ 250,000	\$ 600,000
836270 - Community EAI Needs Assessment	General	Office of the City Manager	Increases funding from \$75K to \$180K to cover an expanded scope of work, including a representative survey, additional focus groups, and a digital report.	\$ 105,000	\$ 105,000
836920 - Evaluate the City of Sunnyvale Study Issues Process	General	Office of the City Manager	Adds funding to cover increased consultant costs.	\$ 20,000	\$ 20,000
<b>Total for Change in Scope:</b>				<b>\$ 23,946,455</b>	<b>\$ 48,107,885</b>

FY 2025/26 New Projects (No Cleanwater)

Project Name	Fund	Department	Description of Change	FY 25/26 Change	20-Yr Impact Change
837190 - Safe Parking Capital Grants Program	General	Community Development	Adds funding for a Council approved program to offer capital grants to non-profit and faith-based organizations to develop Safe Parking sites for vehicularly unhoused households. This is intended to alleviate some of the environmental and quality of life impacts of unhoused individuals sleeping in their vehicles.	\$ 100,000	\$ 100,000
837200 - Santa Clara County Planning Collaborative	Housing Mitigation	Community Development	Adds funding for the Santa Clara County Planning Collaborative (SCCPC) for Calendar Years 2026 and 2027. This amount represents the City's share. SCCPC provides planning resources and technical assistance for the implementation of Housing Element programs and compliance with State law.	\$ 37,000	\$ 37,000
837270 - Housing Element Update	Housing Mitigation / General	Community Development	Adds funding for consultant costs to prepare the Housing Element of the General Plan, which is required by Housing Community Development (HCD) to be updated every 8 years.	\$ -	\$ 1,100,000
834170 - FY25/26 Recruitment and Training of Sworn Officers	General	Public Safety	Adds funding for the FY 25/26 cohort for recruitment, selection, training, and salaries of Public Safety Officers-in-training (PSOIT, new recruits), Public Safety Officer I (PSOI, lateral recruit), and instructors.	\$ 3,466,370	\$ 6,932,740
834180 - FY26/27 Recruitment and Training of Sworn Officers	General	Public Safety	Adds funding for the FY 26/27 cohort for recruitment, selection, training, and salaries of Public Safety Officers-in-training (PSOIT, new recruits), Public Safety Officer I (PSOI, lateral recruit), and instructors.	\$ -	\$ 6,950,103
837500 - BearCat Replacement	Fleet Services	Public Safety	Adds funding to replace the City's aging BearCat armored vehicle. Replacement is necessary to maintain operational readiness and ensure the safety of our personnel and the public. A new vehicle will help us continue providing essential services, protect vital infrastructure, and respond effectively to emergencies in Sunnyvale and the region.	\$ 550,000	\$ 1,424,273
837530 - Drone as First Responder Program (DFR)	General	Public Safety	Adds funding to implement a Drone as First Responder (DFR) Pilot Program to improve emergency response and make better use of resources.	\$ 50,000	\$ 50,000

FY 2025/26 New Projects (No Cleanwater)

Project Name	Fund	Department	Description of Change	FY 25/26 Change	20-Yr Impact Change
837540 - Mobile Video & Audio Recording System	General	Public Safety	Adds funding to migrate the legacy dash cam video system to a supported platform to ensure compliance with evidence management standards and continued accessibility for staff.	\$ -	\$ 55,000
837550 - Interview Room A/V Recording	General	Public Safety	Adds funding to replace the DPS interview room recording system to meet Investigation operational needs and to provide effective police services.	\$ 75,000	\$ 388,724
837110 - Fire Station Carpet Replacement	Infrastructure	Public Works	Adds funding to replace the carpet at Fire Stations 3, 4, and 6. The renovation of these Fire Stations is not until the 2030s, however, the carpet is currently worn and can create potential tripping hazards.	\$ 200,000	\$ 200,000
837360 - Renovations to 922 E. California	Infrastructure	Public Works	Adds funding to bring this recently acquired building up to standards for use by staff or to lease. Updates will be included for internet, security, cubicles, etc.	\$ 1,200,000	\$ 1,200,000
837370 - Establish Safety Corridors for Speed Limit Reduction	General	Public Works	Adds funding to hire a consultant to conduct collision analysis on all city streets to identify the safety corridors within the City per California's Assembly Bill 43 (AB 43). The consultant will conduct an evaluation to determine whether the posted speed limits could further be reduced on the safety corridors.	\$ -	\$ 300,000
837380 - Las Palmas Tennis Court Lighting	Park Dedication	Public Works	Adds funding to upgrade and modernize lighting at the Las Palmas Park Tennis Court.	\$ 500,000	\$ 500,000
837390 - Golf Sewer Lines - Sunnyvale Muni GC	Park Dedication	Public Works	Adds funding to repair the sewer line from the Sunnyvale Municipal Golf Course main building to the City's sewer system. The sewer line repair will restore proper drainage and wastewater flow.	\$ 75,000	\$ 75,000
837410 - Regulatory Compliance for Storm Drain Outfall	General	Environmental Services	Adds funding for a permit requirement from the Water Board for the annual monitoring and reporting.	\$ 60,000	\$ 300,000
837420 - Public Property Debris Removal	General	Public Works	Adds funding to extend the contract with Tucker Construction to perform abatements of homeless encampments on public property.	\$ 100,000	\$ 200,000
837430 - WPCP Card Key System	Wastewater	Public Works	Adds funding to retrofit card reader systems at buildings at the Water Pollution Control Plant (WPCP). The upgrade is needed to sync to the City's new velocity card reader system.	\$ 150,000	\$ 150,000

FY 2025/26 New Projects (No Cleanwater)

Project Name	Fund	Department	Description of Change	FY 25/26 Change	20-Yr Impact Change
837570 - Skate Park Resurfacing	Park Dedication	Public Works	Adds funding to resurface the Skate Park. Currently, the Skate Park cement is cracking, which can create a hazard and leave the city open to liability.	\$ 100,000	\$ 100,000
837120 - GIS Utility Network Migration	Water / Wastewater	Environmental Services	Adds funding to transition from the Geometric Network to the Utility Network in ArcGIS Pro. This is based on the Migration Readiness Assessment to ensure long-term functionality, data integrity, and compatibility with modern GIS advancements.	\$ 384,000	\$ 384,000
837140 - Construction & Demolition Program RFP	Solid Waste	Environmental Services	Adds funding to hire a consultant to develop an RFP and help select an alternate C&D Vendor. State CalGreen Code requires C&D projects to divert a minimum of 65% of nonhazardous material.	\$ 60,000	\$ 60,000
837150 - Murphy Ave Solid Waste Enclosures	Capital Projects - Community Benefits	Environmental Services	Adds funding for an evaluation of solid waste enclosure locations and impacts, designs, and the preparation of construction documents for permitting and implementation. The project will also include the construction of the enclosures.	\$ 81,000	\$ 81,000
837160 - Public Litter Cans on Murphy Ave	Solid Waste	Environmental Services	Adds funding to replace and relocate a total of 20 public litter cans (PLCs). The Historic Murphy Ave beautification project necessitates the relocation of PLCs as the existing PLCs are deteriorating and need replacement.	\$ 40,000	\$ 40,000
837170 - SMaRT Station Energy Usage Assessment Study	Solid Waste	Environmental Services	Adds funding for consultant fees to conduct a solar feasibility study to study the future energy demands of the SMaRT Station and options to offset some of that demand to reduce our dependence on PG&E through renewable energies due to the increased energy demands and improved renewable technology.	\$ 50,000	\$ 50,000
837180 - Water System Transmission Line Valve Replacement and Upgrades	Water	Environmental Services	Adds funding for the replacement of 70 water valves ranging in size from 8 to 30 inches over the next three years. The water system covers an area of just over 16 miles throughout the City and serves as the high pressure, critical water infrastructure that supplies the City's distribution system, 28 million gallons of storage tank water, and pump stations.	\$ -	\$ 3,450,000

FY 2025/26 New Projects (No Cleanwater)

Project Name	Fund	Department	Description of Change	FY 25/26 Change	20-Yr Impact Change
837440 - Producing Recycled Water	Wastewater	Environmental Services	Adds funding for the installation of a Cloth Media Filter (CMF) packaged plant to produce Recycled Water. The Water Pollution Control Plant (WPCP) operates a 440 acer oxidation pond system as part of the secondary treatment system. The plant violated its NPDES permit for solids discharge (10 NTU) on multiple occasions.	\$ 1,425,000	\$ 2,850,000
837450 - Recycled Water Pipeline Expansion	Water	Environmental Services	Adds funding to extend Recycled Water pipelines. The City has approximately 22 miles of Recycled Water distribution pipelines ranging in diameter from 8 to 36 inches. This project will enable expansion of the distribution network.	\$ -	\$ 1,550,000
837520 - AMI Implementation	Water	Environmental Services	Adds funding to move forward with a proof of concept for a deployment of new AMI (automated meter infrastructure) equipment, with the support of a consultant. A second phase would include either a partial or complete meter replacement.	\$ -	\$ 21,945,383
837290 - Host Compliance (Granicus)	Technology Services	Finance	Adds funding for a TOT compliance module for short-term rentals.	\$ 35,000	\$ 82,037
837300 - Teller Online	Technology Services	Finance	Adds funding for an online collections module for numerous invoices.	\$ 100,459	\$ 100,459
837590 - PSOA Staffing Study	General	Human Resources	Adds funding to execute a salary survey for Public Safety salaries and benefits. This project is required in accordance with the PSOA 2025-2027 MOU.	\$ 200,000	\$ 200,000
837310 - Blade Server Replacement	Technology Services	Information Technology	Adds funding to replace the aging network blade (servers) that have reached end of life.	\$ 882,231	\$ 7,429,583
837320 - SharePoint SunSpot Platform Upgrade	Technology Services	Information Technology	Adds funding to migrate existing SharePoint (SunSpot) to the newest version as the current version is no longer supported.	\$ 200,850	\$ 825,671
837330 - CMMS Replacement	Technology Services	Information Technology	Adds funding to implement the replacement of the computerized maintenance management system (currently Maintenance Connection).	\$ 943,517	\$ 943,517
837470 - AI Governance Platform and Training	Technology Services	Information Technology	Adds funding to implement a tool for AI security governance and end-user training.	\$ -	\$ 350,000
837580 - SMARSH + eDiscovery Implementation (PRA)	General / Technology Services	Information Technology	Adds funding to implement a Citywide archival system and an electronic discovery system used to manage public record requests in compliance with the Public Records Act (PRA).	\$ 560,177	\$ 1,313,008



FY 2025/26 New Projects (No Cleanwater)

Project Name	Fund	Department	Description of Change	FY 25/26 Change	20-Yr Impact Change
837100 - Replacement Water Fountains	Infrastructure	Library and Recreation Services	Adds funding to replace all old style push bar water fountains with newer filtered water push bar/ bottle filling station water fountains. Fountains would be replaced in the Recreation building, Theatre, Creative Arts buildings, and Fremont pool. A total of 9 water fountains would be replaced.	\$ 7,000	\$ 35,138
837130 - Translation of LRS Policy Docs	General	Library and Recreation Services	Adds funding for the translation of the most commonly used Recreation and Library Policy and Program documents to provide more equal access to documents and information for all patrons and program participants.	\$ 27,000	\$ 27,000
837210 - Fun-on-the-Run (FOTR)	General	Library and Recreation Services	Adds funding to replace equipment on the vehicle, which needs to be replaced on a regular schedule due to high usage. Equipment includes large games (i.e. Jenga, Connect 4, etc.), tables, games, activities supplies, TV and game console, etc.	\$ 23,000	\$ 80,000
837220 - Replacement of Recreation Building Video Projectors and Laptop	General	Library and Recreation Services	Adds funding to replace current video projectors with brighter and more current video projectors. Also included is the replacement of the City's recreation building PC laptop.	\$ 8,500	\$ 42,500
837340 - VSI Replacement	Technology Services	Library and Recreation Services	Adds funding to implement the replacement of the recreation management system used by LRS and the public.	\$ 293,939	\$ 927,921
837230 - Emergency Operations Communications Support	General	Office of the City Manager	Adds funding to develop the communications materials necessary to conduct essential and robust public outreach during an emergency response.	\$ 35,000	\$ 35,000
837240 - Project Reporting & Community Engagement System	Technology Services	Office of the City Manager	Adds funding to develop and issue an RFP for an online community engagement system to update and integrate or replace the City's existing tools such as Open City Hall and Knack.	\$ 250,000	\$ 250,000

**FY 2025/26 New Projects (No Cleanwater)**

Project Name	Fund	Department	Description of Change	FY 25/26 Change	20-Yr Impact Change
837250 - SharePoint Online – Sunspot Redesign	Technology Services	Office of the City Manager	Adds funding to Redesign the City's intranet site and migrate system from classic to modern SharePoint.	\$ -	\$ 820,371
837260 - Staff Report Summary and Historical Topic Search (Madison AI)	Technology Services	Office of the City Manager	Adds funding to allow staff to better understand the history of a topic when drafting staff reports, speed up staff report writing and improve uniformity of reports.	\$ -	\$ 627,922
837280 - CRM Implementation (Smart City - 9)	Technology Services	Office of the City Manager	Adds funding to replace the Microsoft Dynamics Customer Relationship Management (CRM) system.	\$ 2,603,883	\$ 5,207,766

**Total for New Projects:** \$ 14,873,926.00 \$ 69,771,116.00

### FY 2025/26 Cleanwater Program Changes

Cleanwater budget assumptions updated with latest funding estimates and project delivery timing. Current and increased funding provided through a combination of Federal and State low-interest loans and future anticipated issuance of revenue bonds. Also increases funding to complete design and fund construction of the new Cleanwater Center building which had been deferred in previous budgets. Projects are funded by Wastewater and managed by Department of Public Works - Project Administration Services Unit.

Project Name	FY 25/26 Change	20-Yr Impact Change
831470 - SCWP Construction Management	\$ (6,297,384)	\$ 17,559,618
833150 - SCWP Existing Plant Rehabilitation - Split Flow	\$ (15,950,814)	\$ 8,481,690
833210 - Secondary Treatment & Thickening/Dewatering - CAS Stage 1	\$ (77,392,568)	\$ 3,642,704
833240 - Cleanwater Center	\$ 7,664,025	\$ 72,362,853
833270 - SCWP Community Improvements	\$ (738,355)	\$ (916,067)
835500 - Cleanwater Program Reserve	\$ 37,716,233	\$ 37,716,233
835530 - Cleanwater Center - Stage 2	\$ (51,109,117)	\$ (57,737,434)
<b>Total Cleanwater Program Changes:</b>	<b>\$ (106,107,980)</b>	<b>\$ 81,109,597</b>

**FY 2025/26 New Unfunded Projects**

Project Name	Fund	Department	Description of Change	FY 25/26 Change	20-Yr Impact Change
933940 - RMS Replacement in CAD Project	Technology Services	Public Safety	Added Records Management System Replacement to the Unfunded List	\$ -	\$ 4,763,507

**Total Unfunded Projects:** \$ - \$ **4,763,507**

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# HOUSING

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## HOUSING

The City's housing projects are designed to address the affordable housing goals of the 2023-2031 Housing Element of the City's General Plan and other City plans and policy documents related to affordable housing. The Combined Housing Fund, Grant Program Funds, and the Housing Successor Agency Low-Moderate Income Housing Fund fund housing projects in this section.

The Combined Housing Fund includes several types of special housing revenues, each deposited into a separate sub-fund: the Housing Mitigation sub-fund, consisting of Housing impact fees on non-residential and rental housing projects, as well as prior loan payment revenues; and the Below Market Rate Housing sub-fund, consisting of in-lieu and administrative fees. The Low-Moderate Income Housing Fund includes special revenues available only for affordable housing projects. State statutes govern the use of those funds, so all expenditures and projects are designed to comply with those State laws.

The Grant Program Funds include the Combined Community Development Block Grant Fund, the Permanent Local Housing Allocation Grant Program Fund, and the HOME Fund.

### MAJOR HOUSING PROJECTS

**Housing Element Update.** This project provides funding for consultant services to support the preparation of the Seventh Cycle (2031-2039) Housing Element, which is due in January 2031. State law requires jurisdictions to update the Housing Element of their General Plan every eight years, subject to review and certification by the California Department of Housing and Community Development. The City anticipates initiating the update process in FY 2029/30. This project includes funding for the Seventh Cycle update in FY 2029/30 and preliminary funding for the Eighth Cycle in FY 2037/38.

**Homeless Prevention and Rapid Re-Housing.** This project is funded through the Redevelopment Housing Fund, following State law, which permits housing successor agencies to allocate up to \$250,000 annually through FY 2032/33 for programs assisting individuals at risk of or experiencing homelessness. The program is modeled after a federal initiative from the American Recovery and Reinvestment Act previously implemented in Sunnyvale. It aims to prevent homelessness or help households quickly secure new housing through security deposit assistance and short-term rental support, typically within two months. The program may also provide credit repair and legal services. The City contracts with a qualified nonprofit service provider to administer the program. Ongoing funding will need to be identified beyond FY 2032/33 if the program is to continue once Redevelopment funds are exhausted.

**Orchard Gardens Apartments Redevelopment.** The Housing Authority of Santa Clara County has recently taken over the Orchard Gardens redevelopment project, located at 245 W. Weddell Drive. The project includes demolition of existing units and new construction for over 120 on-site units, and \$10 million in City HMF funding will be provided as a 55-year loan. The City will restrict the completed project as affordable housing for a 55-year term. A funding extension through 2026 is currently under review, and this project will be updated accordingly.

**295 S. Mathilda.** This project is a proposed 126-unit affordable rental housing development by MidPen Housing. 125 units will be affordable for lower-income households, including 32 units reserved for formerly unhoused individuals. One unit will be reserved for an on-site property manager. The total project cost is estimated at \$119 million. The City purchased the 1.05-acre site for \$7.35 million; approved \$1.5 million in predevelopment funding through the 2024 NOFA. These funds will support architectural and design work, planning approvals, and efforts to secure additional financing for the project.



**352 E. Java Drive.** It is a proposed 308-unit affordable rental housing project developed by Pacific Companies and Miramar Capital. Of the total units, 305 will be affordable to lower-income households, and three will be unrestricted manager's units. The total development cost is estimated at \$208 million. As part of the City's 2024 NOFA, the City Council approved a conditional award of \$14 million in Housing Mitigation Funds. The funds will be disbursed as a loan to support construction and related development costs.

**PLHA Unhoused Services.** This project provides rental assistance and related support services for unhoused individuals in Sunnyvale. The City has allocated multiple years of Permanent Local Housing Allocation (PLHA) funding to support this program, totaling approximately \$1.5 million. This amount is subject to adjustment based on final PLHA allocations from the California Department of Housing and Community Development. Funds are reserved for general unhoused support services and will be allocated to specific projects at the discretion of the City Council. Potential uses include overnight warming locations, case management for safe RV parking programs, street outreach services, and transitional shelter programs.

**Tenant Based Rental Assistance.** This project allocates HOME funds to Sunnyvale Community Services to administer a tenant-based rental and security deposit assistance program for City residents experiencing or at imminent risk of homelessness. The Project is funded \$1 million annually through FY 2025/26. The City executed the initial agreement with Sunnyvale Community Services in July 2022, as outlined in the HUD Annual Action Plan. With HOME funds remaining flat and rental expenses increasing, this program will likely enroll fewer clients as time goes on. The City will continue to seek other funds to help backfill this program if needed.

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**CITY OF SUNNYVALE  
FUNDED / UNFUNDED PROJECTS  
BUDGETED PROJECT COSTS SUMMARY**

**Housing Funded Projects**

<b>Project</b>	<b>Prior Actual</b>	<b>Current 2024-25</b>	<b>Plan 2025-26</b>	<b>Plan 2026-27</b>	<b>Plan 2027-28</b>	<b>Plan 2028-29</b>	<b>Plan 2029-30</b>	<b>Plan 2030-31</b>	<b>Plan 2031-32</b>	<b>Plan 2032-33</b>	<b>Plan 2033-34</b>	<b>Plan 2034-35</b>	<b>Y11-Y20 Total</b>	<b>Project Life Total</b>
823750 - BMR Compliance Enforcement	320,091	100,000	-	-	-	-	-	-	-	-	-	-	-	420,091
826520 - Pre-Development Costs on Affordable Housing Sites	113,005	17,139	-	-	-	-	-	-	-	-	-	-	-	130,143
826530 - County-Wide Homeless Count	57,923	12,000	-	20,000	-	20,000	-	20,000	-	20,000	-	20,000	100,000	269,923
828100 - First-Time Homebuyer Loans	2,096,390	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	-	4,846,390
828750 - Tenant Based Rental Assistance (HOME)	5,052,848	1,000,000	1,000,000	-	-	-	-	-	-	-	-	-	-	7,052,848
831761 - Homeless Prevention and Rapid Re-Housing (HPRR)	1,728,594	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	-	-	-	3,978,594
832030 - Orchard Gardens Apartments Redevelopment	-	10,000,000	-	-	-	-	-	-	-	-	-	-	-	10,000,000
835190 - Updates to the Single-Family Home Design Techniques Document	58,655	56,155	-	-	-	-	-	-	-	-	-	-	-	114,810
835720 - 2023 Housing Element Update	637,557	28,057	-	-	-	-	-	-	-	-	-	-	-	665,614
835810 - Code Enforcement Activities to Address Substandard Residential Properties	155,306	(45,444)	45,444	-	-	-	-	-	-	-	-	-	-	155,306
835820 - Temporary Housing for Unhoused Individuals	759,012	240,988	-	-	-	-	-	-	-	-	-	-	-	1,000,000
836480 - Carroll Street Inn Rehabilitation	-	500,000	-	-	-	-	-	-	-	-	-	-	-	500,000
836490 - 1171 Sonora Court Predevelopment of Affordable Housing	500,000	14,033,000	-	-	-	-	-	-	-	-	-	-	-	14,533,000
836540 - Consider Increasing Inclusionary Housing Requirement to 20% in New Residential Developments	-	225,000	-	-	-	-	-	-	-	-	-	-	-	225,000
836700 - 295 S. Mathilda	7,312,793	1,500,000	-	-	-	-	-	-	-	-	-	-	-	8,812,793
836840 - Safety Net Shelter Operating Support	-	48,500	-	-	-	-	-	-	-	-	-	-	-	48,500
836850 - PLHA Unhoused Services	-	1,163,375	297,705	-	-	-	-	-	-	-	-	-	-	1,461,079
836860 - Senior Accessibility Modifications	-	202,388	35,024	-	-	-	-	-	-	-	-	-	-	237,412
836870 - PLHA Administration	-	136,509	17,512	-	-	-	-	-	-	-	-	-	-	154,021
837010 - Street Outreach, Temporary Hotel Program, and Mobile Hygiene Services	-	982,965	-	-	-	-	-	-	-	-	-	-	-	982,965
837020 - Sunnyvale Community Services TBRA Program Support	-	500,000	-	-	-	-	-	-	-	-	-	-	-	500,000

**CITY OF SUNNYVALE  
FUNDED / UNFUNDED PROJECTS  
BUDGETED PROJECT COSTS SUMMARY**

**Housing Funded Projects**

<b>Project</b>	<b>Prior Actual</b>	<b>Current 2024-25</b>	<b>Plan 2025-26</b>	<b>Plan 2026-27</b>	<b>Plan 2027-28</b>	<b>Plan 2028-29</b>	<b>Plan 2029-30</b>	<b>Plan 2030-31</b>	<b>Plan 2031-32</b>	<b>Plan 2032-33</b>	<b>Plan 2033-34</b>	<b>Plan 2034-35</b>	<b>Y11-Y20 Total</b>	<b>Project Life Total</b>
837190 - Safe Parking Capital Grants Program	-	-	100,000	-	-	-	-	-	-	-	-	-	-	100,000
837200 - Santa Clara County Planning Collaborative	-	-	37,000	-	-	-	-	-	-	-	-	-	-	37,000
837270 - Housing Element Update	-	-	-	-	-	500,000	-	-	-	-	-	-	600,000	1,100,000
837600 - 352 East Java Drive	-	14,000,000	-	-	-	-	-	-	-	-	-	-	-	14,000,000
<b>Total Housing Funded Projects</b>	18,792,172	45,200,631	2,032,685	520,000	500,000	1,020,000	500,000	520,000	500,000	520,000	250,000	270,000	700,000	71,325,488

## 823750 - BMR Compliance Enforcement

<b>Originating Year:</b>	2002	<b>Project Type:</b>	Housing	<b>Department:</b>	150 - Community Development
<b>Planned Completion Year:</b>	Ongoing	<b>Category:</b>	Special	<b>Project Manager:</b>	Ernie DeFrenchi

### Project Description/Scope/Purpose

The Below Market Rate (BMR) Compliance Enforcement project funds the services of an independent investigative firm, independent counsel on bankruptcy and foreclosure matters, and litigation to force the sale of a BMR property. These activities are required to enforce compliance of the BMR Purchase Program. Occasionally, a BMR unit will have a compliance issue that cannot be solved by City Housing or City staff, or may be an issue requiring further investigation. These funds allow the City to fund either an outside investigator or legal consultant to assist in resolving any compliance issues.

### Project Evaluation and Analysis

This project ensures the primary program requirement of the BMR program, continued occupancy of a BMR unit as the principal residence of the owner, is met. BMR Compliance issues arise from time to time, and may range from 0-2 per year. Enforcement matters may range from funding that is needed to send notices, to the hiring of private investigators, legal support, or even real estate brokers to support the City on particular enforcement matters.

### Fiscal Impact

This project is funded by the BMR sub-fund. Future revenues are unlikely to be associated with this project, however, if the City does have to retain ownership of a unit, any sales proceeds will return to the City's BMR fund. The current project budget holds a sum of funding for future needs, no annual funding is allocated. Therefore, carryover of this fund is requested on an annual basis as long as funding remains. Due to the nature of BMR enforcement, the City can not necessarily plan on the time at which these funds will be needed, but this project allows quick access to funds in an urgent enforcement scenario.

### Funding Sources

Below Market Rate Housing Subfund

### Plans and Goals

HE - Housing Element - HE-1: Adequate Housing

### Project Financial Summary

	Project Costs	Revenues	Operating Costs
Prior Actual	320,091	436,784	-
2024-25	100,000	-	-
2025-26	-	-	-
2026-27	-	-	-
2027-28	-	-	-
2028-29	-	-	-
2029-30	-	-	-
2030-31	-	-	-
2031-32	-	-	-
2032-33	-	-	-
2033-34	-	-	-
2034-35	-	-	-
2035-36	-	-	-
2036-37	-	-	-
2037-38	-	-	-
2038-39	-	-	-
2039-40	-	-	-
2040-41	-	-	-
2041-42	-	-	-
2042-43	-	-	-
2043-44	-	-	-
2044-45	-	-	-
<b>20 Year Total</b>	-	-	-
<b>Grand Total</b>	<b>420,091</b>	<b>436,784</b>	-

## 826520 - Pre-Development Costs on Affordable Housing Sites

<b>Originating Year:</b>	2007	<b>Project Type:</b>	Housing	<b>Department:</b>	150 - Community Development
<b>Planned Completion Year:</b>	Ongoing	<b>Category:</b>	Special	<b>Project Manager:</b>	Jennifer Carloni

### Project Description/Scope/Purpose

Project funds can be used when the City is seeking to purchase land (appraisals, studies, staff support in other departments, etc.) or can be available for emergency situations or tight deadlines with our affordable housing partners.

### Project Evaluation and Analysis

Project will provide funding for a variety of needs when it comes to pre-development of affordable housing on City-owned or nonprofit developer owned land. Types of items that may need this funding include, but are not limited to: studies needed to determine if a housing project is feasible or requires alternatives or modifications, appraisals, urgent maintenance or security needs, urgent funds needed to close or meet deadlines that are minor in nature, inspections, etc. The funds will be issued by request from a developer or at the request of the City to pay for these items as needed.

### Fiscal Impact

This project is funded by the Housing Mitigation Fund. These funds remain in this project to be used as projects arise. Because the timeframe to purchase property or provide studies is so limited, this funding source allows the City or partner developers to quickly fund required studies or complete urgent tasks. This project does not receive revenue. Funds are requested to be carried from year to year as needed to ensure a balance is available. Examples of costs that may come from this project include: appraisals, emergency repairs, security needs, maintenance needs, etc.

### Funding Sources

Housing Mitigation Fund

### Plans and Goals

HE - Housing Element - HE-1: Adequate Housing

### Project Financial Summary

	Project Costs	Revenues	Operating Costs
Prior Actual	113,005	-	-
2024-25	17,139	-	-
2025-26	-	-	-
2026-27	-	-	-
2027-28	-	-	-
2028-29	-	-	-
2029-30	-	-	-
2030-31	-	-	-
2031-32	-	-	-
2032-33	-	-	-
2033-34	-	-	-
2034-35	-	-	-
2035-36	-	-	-
2036-37	-	-	-
2037-38	-	-	-
2038-39	-	-	-
2039-40	-	-	-
2040-41	-	-	-
2041-42	-	-	-
2042-43	-	-	-
2043-44	-	-	-
2044-45	-	-	-
<b>20 Year Total</b>	-	-	-
<b>Grand Total</b>	<b>130,143</b>	-	-

## 826530 - County-Wide Homeless Count

<b>Originating Year:</b>	2017	<b>Project Type:</b>	Housing	<b>Department:</b>	150 - Community Development
<b>Planned Completion Year:</b>	Ongoing	<b>Category:</b>	Special	<b>Project Manager:</b>	Amanda Sztoltz

### Project Description/Scope/Purpose

This project funds the costs to pay for the City's share of conducting a biennial county-wide homeless count and survey. This homeless count and survey is a federally mandated initiative for Santa Clara County. As agreed, each jurisdiction within the County shall contribute a pro-rata share of the cost to conduct the survey based on their population size. The count is conducted in January of every odd year and the County hires a consultant to prepare the final report and compile all data. Once the report is published, it provides background information for each City to assist with homeless programs but mainly serves as a funding tool for the County's federally funded programs.

### Project Evaluation and Analysis

The support of the City's fair share by population of the cost of the homeless survey provides substantial benefit to the homeless residents in Sunnyvale and throughout the county. It provides a key tool that allows public service agencies access to federal grant dollars to support services to the homeless and established metrics to progress homeless programs and populations. The County oversees the entire process.

### Fiscal Impact

The project is funded by the Housing Mitigation Sub-Fund and is critical for continuation of our annual Housing and Urban Development (HUD) Grant appropriations. In addition, in order for the County to continue to receive McKinney-Vento funds, the County is mandated to conduct a County-wide homeless count every two years.  
Phase 2 FY26: As some responsibilities are being shifted from County to City, extra funding is approved for future years.

### Funding Sources

Housing Mitigation Funds

### Plans and Goals

HE - Housing Element - HE-5: Equal Housing Opportunities

### Project Financial Summary

	Project Costs	Revenues	Operating Costs
Prior Actual	57,923	-	-
2024-25	12,000	-	-
2025-26	-	-	-
2026-27	20,000	-	-
2027-28	-	-	-
2028-29	20,000	-	-
2029-30	-	-	-
2030-31	20,000	-	-
2031-32	-	-	-
2032-33	20,000	-	-
2033-34	-	-	-
2034-35	20,000	-	-
2035-36	-	-	-
2036-37	20,000	-	-
2037-38	-	-	-
2038-39	20,000	-	-
2039-40	-	-	-
2040-41	20,000	-	-
2041-42	-	-	-
2042-43	20,000	-	-
2043-44	-	-	-
2044-45	20,000	-	-
<b>20 Year Total</b>	<b>200,000</b>	-	-
<b>Grand Total</b>	<b>269,923</b>	-	-

## 828100 - First-Time Homebuyer Loans

<b>Originating Year:</b>	2017	<b>Project Type:</b>	Housing	<b>Department:</b>	150 - Community Development
<b>Planned Completion Year:</b>	Ongoing	<b>Category:</b>	Special	<b>Project Manager:</b>	Ernie DeFrenchi

### Project Description/Scope/Purpose

This project allocates Below Market Rate (BMR) In-Lieu funds from the Below Market Rate Housing Sub-Fund for the First Time Homebuyer Program, to be used for down-payment assistance loans to eligible households (at or below 120% Area Median Income) for purchase of eligible homes in Sunnyvale. These loans commonly assist households purchasing BMR units developed through the City's Inclusionary Housing Program. The City underwrites each loan and awards between 4-5 loans annually. For specific details on the loans offered or income qualifications, please refer to the current First Time Homebuyer Program Guidelines.

### Project Evaluation and Analysis

This project is an ongoing program offered by the Housing Division to assist income qualified households in purchasing their first home. Typically, between 4-5 loans are awarded annually, with a maximum loan amount of \$50,000. Payments on these loans are captured in the City's BMR Housing Sub-Fund.

### Fiscal Impact

This project has \$250,000 programmed annually through FY 2024/25 from the BMR Housing Sub-Fund. The funds will be expended by making deferred loans that will be paid back to the Housing Mitigation fund upon the occurrence of certain events that trigger the maturity date, such as sale or transfer of the home securing the loan. This use of BMR In-Lieu funds is consistent with City policy for use of Housing Funds.  
FY26 Phase 2: Approved \$250K each year FY26 - FY35.

### Funding Sources

Below Market Rate Housing Sub-Fund

### Plans and Goals

HE - Housing Element - HE-1: Adequate Housing

### Project Financial Summary

	Project Costs	Revenues	Operating Costs
Prior Actual	2,096,390	242,000	-
2024-25	250,000	58,000	-
2025-26	250,000	-	-
2026-27	250,000	-	-
2027-28	250,000	-	-
2028-29	250,000	-	-
2029-30	250,000	-	-
2030-31	250,000	-	-
2031-32	250,000	-	-
2032-33	250,000	-	-
2033-34	250,000	-	-
2034-35	250,000	-	-
2035-36	-	-	-
2036-37	-	-	-
2037-38	-	-	-
2038-39	-	-	-
2039-40	-	-	-
2040-41	-	-	-
2041-42	-	-	-
2042-43	-	-	-
2043-44	-	-	-
2044-45	-	-	-
<b>20 Year Total</b>	<b>2,500,000</b>	<b>-</b>	<b>-</b>
<b>Grand Total</b>	<b>4,846,390</b>	<b>300,000</b>	<b>-</b>



## 828750 - Tenant Based Rental Assistance (HOME)

<b>Originating Year:</b>	2010	<b>Project Type:</b>	Housing	<b>Department:</b>	150 - Community Development
<b>Planned Completion Year:</b>	Ongoing	<b>Category:</b>	Special	<b>Project Manager:</b>	Jennifer Carloni

### Project Description/Scope/Purpose

Tenant Based Rental Assistance (TBRA) programs are very similar to the federal "Section 8" housing voucher program, but are funded with HOME Investment Partnerships Program (HOME) rather than with federal Section 8 housing funds, which are provided to housing authorities, not to cities. Funds are limited for 2 years program. This project allocates HOME funds to Sunnyvale Community Services (SCS) to administer a tenant-based rental assistance and security deposit assistance program for City residents experiencing or at imminent risk of homelessness. The City executed its initial agreement with SCS in July 2022 as outlined in the HUD Annual Action Plan.

### Project Evaluation and Analysis

This project addresses the priorities and goals described in the Consolidated Plan, specifically "Alleviation of Homelessness." Sunnyvale Community Services (SCS) enrolls homeless individuals in the TBRA program as funding allows. The funds are only available to each household for 2 years with the goal of the household slowly working towards paying market rate or waiting on an affordable housing waitlist while enrolled in the TBRA program. Staff continuously monitors SCS to ensure households are successfully transitioning from the program into being more financially independent and ensures that SCS is forming strong partnerships with local landlords.

### Fiscal Impact

This project is contingent on Housing and Urban Development (HUD) grant appropriations. This project is funded by the HOME Grant Fund and this use of HOME funds is consistent with federal regulations. Funds go towards a program which provides direct rental subsidies, deposit support, case management, administrative support, and more as outlined clearly in a funding contract with the program administrator. With HOME funds remaining very flat and rental expenses increasing, it is likely this program will enroll fewer clients as time goes on. The City will continue to seek other funds to help backfill this program if needed.

### Funding Sources

HOME Grant Fund

### Plans and Goals

HE - Housing Element - HE-5: Equal Housing Opportunities

### Project Financial Summary

	Project Costs	Revenues	Operating Costs
Prior Actual	5,052,848	-	-
2024-25	1,000,000	-	-
2025-26	1,000,000	-	-
2026-27	-	-	-
2027-28	-	-	-
2028-29	-	-	-
2029-30	-	-	-
2030-31	-	-	-
2031-32	-	-	-
2032-33	-	-	-
2033-34	-	-	-
2034-35	-	-	-
2035-36	-	-	-
2036-37	-	-	-
2037-38	-	-	-
2038-39	-	-	-
2039-40	-	-	-
2040-41	-	-	-
2041-42	-	-	-
2042-43	-	-	-
2043-44	-	-	-
2044-45	-	-	-
<b>20 Year Total</b>	<b>1,000,000</b>	-	-
<b>Grand Total</b>	<b>7,052,848</b>	-	-

## 831761 - Homeless Prevention and Rapid Re-Housing (HPRR)

<b>Originating Year:</b>	2017	<b>Project Type:</b>	Housing	<b>Department:</b>	150 - Community Development
<b>Planned Completion Year:</b>	Ongoing	<b>Category:</b>	Special	<b>Project Manager:</b>	Jennifer Carloni

### Project Description/Scope/Purpose

This project is funded by Redevelopment Agency (RDA) Low-Moderate Income Housing (LMH) funds which had been deferred in prior years. Recently enacted state law allows post-RDA Housing Successor Agencies (HSA) to spend up to \$250,000 in LMH annually for Homelessness Prevention and Rapid Re-Housing (HPRR) programs. HPRR programs are based on a Federal program launched as part of the 2009 Recovery Act (ARRA) that was also successfully implemented in Sunnyvale. HPRR programs assist homeless clients and those at imminent risk of losing their housing by providing direct financial assistance for costs to maintain or obtain housing, such as short-term rental assistance (3-18 months), security and/or utility deposits, utility payments, last month's rent, or moving costs; as well as services such as housing search, mediation, credit repair, case management, and other appropriate services. Sunnyvale Community Services is implementing this program. Continuing this project beyond the terms in the proposed budget is contingent on future revenue in the Low & Moderate Income Housing Fund. The funds and the project are currently being managed by the City's TBRA administrator.

### Project Evaluation and Analysis

This project complies with current state law that regulates agencies' use of LMH funds. The project addresses the goals in the City's Housing Element and Housing and Urban Development (HUD) Consolidated Plan to alleviate homelessness. Homelessness has become an increasing urgent concern in the City as the rental market has become extremely competitive and many residents have found themselves suddenly without housing due to steep rent increases, an inability to locate another affordable rental unit, or for various other reasons.

### Fiscal Impact

This project is funded by the Low & Moderate Income Housing Fund in the amount of \$250,000 annually through FY 2031/32. As Redevelopment LMH funding is finite, additional funding will need to be identified when Redevelopment funding is no longer available if this service is to continue.

### Funding Sources

Low & Moderate Income Housing Fund

### Plans and Goals

HE - Housing Element - HE-5: Equal Housing Opportunities

### Project Financial Summary

	Project Costs	Revenues	Operating Costs
Prior Actual	1,728,594	-	-
2024-25	250,000	-	-
2025-26	250,000	-	-
2026-27	250,000	-	-
2027-28	250,000	-	-
2028-29	250,000	-	-
2029-30	250,000	-	-
2030-31	250,000	-	-
2031-32	250,000	-	-
2032-33	250,000	-	-
2033-34	-	-	-
2034-35	-	-	-
2035-36	-	-	-
2036-37	-	-	-
2037-38	-	-	-
2038-39	-	-	-
2039-40	-	-	-
2040-41	-	-	-
2041-42	-	-	-
2042-43	-	-	-
2043-44	-	-	-
2044-45	-	-	-
<b>20 Year Total</b>	<b>2,000,000</b>	-	-
<b>Grand Total</b>	<b>3,978,594</b>	-	-

## 832030 - Orchard Gardens Apartments Redevelopment

<b>Originating Year:</b>	2020	<b>Project Type:</b>	Housing	<b>Department:</b>	150 - Community Development
<b>Planned Completion Year:</b>	2026/27	<b>Category:</b>	Special	<b>Project Manager:</b>	Ryan Dyson

### Project Description/Scope/Purpose

The Housing Authority of Santa Clara County has recently taken over the Orchard Gardens redevelopment project, located at 245 W. Weddell Drive. The project includes demolition of existing units and new construction for over 120 units on site. The \$10 million in City HMF funding will be provided as a 55-year loan. The completed project will be restricted by the City as affordable housing for a 55-year term. A funding extension through 2026 is currently under review and this project will be updated accordingly.

### Project Evaluation and Analysis

This project is consistent with the goals and objectives in the City's General Plan Housing Element. The requested funding commitment for the project was recommended by the HHSC and approved by Council in early 2020. FCH has experience developing housing for developmentally disabled tenants in partnership with several local service providers, including Housing Choices Coalition. Upon completion, the majority of units will be restricted and affordable to households with extremely low to low incomes, with one manager's unit. The funding commitment will not be finalized until the project receives the required development permits (entitlements) from Planning. Funding commitment is good through 2024 with extension under review.

### Fiscal Impact

The project is funded by the Housing Mitigation Fund, which exists for the purpose of funding affordable housing projects such as the redevelopment of Orchard Gardens. The final funding commitment of \$10M is contingent upon completing the standard funding conditions as provided to the developer. Future uses of this funding will go towards demolition, renovation and construction of these 123 affordable units on site. Council approved the \$7.5 million conditional commitment of Housing Mitigation funds for this project on February 25, 2020 and \$2.5M on October 25, 2022, for a total City commitment of \$10M.

### Funding Sources

Housing Mitigation Fund

### Plans and Goals

HE - Housing Element - HE-1: Adequate Housing

### Project Financial Summary

	Project Costs	Revenues	Operating Costs
Prior Actual	-	-	-
2024-25	10,000,000	-	-
2025-26	-	-	-
2026-27	-	-	-
2027-28	-	-	-
2028-29	-	-	-
2029-30	-	-	-
2030-31	-	-	-
2031-32	-	-	-
2032-33	-	-	-
2033-34	-	-	-
2034-35	-	-	-
2035-36	-	-	-
2036-37	-	-	-
2037-38	-	-	-
2038-39	-	-	-
2039-40	-	-	-
2040-41	-	-	-
2041-42	-	-	-
2042-43	-	-	-
2043-44	-	-	-
2044-45	-	-	-
<b>20 Year Total</b>	-	-	-
<b>Grand Total</b>	<b>10,000,000</b>	-	-

# 835190 - Updates to the Single-Family Home Design Techniques Document

<b>Originating Year:</b>	2020	<b>Project Type:</b>	Housing	<b>Department:</b>	150 - Community Development
<b>Planned Completion Year:</b>	2024/25	<b>Category:</b>	Special	<b>Project Manager:</b>	Shaunn Mendrin

## Project Description/Scope/Purpose

Study Issue CDD 20-01 will update the single-family design techniques. The design techniques have been a useful tool in reviewing the design of single-family homes; however, the Planning Commission has requested more specificity and potentially additional guidelines, which establish clearer quality standards for the City. Additionally, the Planning Commission has requested more objective standards when related to architectural consistency and to address modifications to single-family homes based on innovative architecture. This Study to update the single-family design techniques will be a large planning effort, and will include:

- Evaluation of the existing Design Techniques and style expectations;
- Discussion with staff who commonly work on design review applications to learn what standards work well, and which need updating;
- Working with a consultant to develop new guidelines or criteria, to expand existing guidelines, and to ensure the guidelines are objective (when feasible);
- Consider how to include sustainable concepts and aspects into design review;
- Multiple outreach meetings with the community and single-family home architects and designers; and
- Surveying other cities to compare design techniques/guidelines.

Funds have been utilized to hire a consultant who specializes in Design Guidelines and Standards to help evaluate and update the existing design techniques and finalize the format.

## Project Evaluation and Analysis

As a result of recent changes in State law (Senate Bill 330), the City must rely on objective development and design standards for single-family homes, similar to our efforts for multi-family (Citywide). As many of the Single-Family Design Techniques are currently subjective, the City will utilize grant funding to update design techniques and develop new objective design standards.

## Fiscal Impact

This project was funded through the Development Enterprise Fund.

## Funding Sources

Development Enterprise Fund

## Plans and Goals

CC - Community Character - CC-1: Distinguished City Image

## Project Financial Summary

	Project Costs	Revenues	Operating Costs
Prior Actual	58,655	-	-
2024-25	56,155	-	-
2025-26	-	-	-
2026-27	-	-	-
2027-28	-	-	-
2028-29	-	-	-
2029-30	-	-	-
2030-31	-	-	-
2031-32	-	-	-
2032-33	-	-	-
2033-34	-	-	-
2034-35	-	-	-
2035-36	-	-	-
2036-37	-	-	-
2037-38	-	-	-
2038-39	-	-	-
2039-40	-	-	-
2040-41	-	-	-
2041-42	-	-	-
2042-43	-	-	-
2043-44	-	-	-
2044-45	-	-	-
<b>20 Year Total</b>	-	-	-
<b>Grand Total</b>	<b>114,810</b>	-	-

# 835720 - 2023 Housing Element Update

<b>Originating Year:</b>	2021	<b>Project Type:</b>	Housing	<b>Department:</b>	150 - Community Development
<b>Planned Completion Year:</b>	2024/25	<b>Category:</b>	Special	<b>Project Manager:</b>	Jennifer Carloni

## Project Description/Scope/Purpose

The Local Early Action Planning (LEAP) Grant awarded to the City of Sunnyvale in the amount of \$500,000 will cover three projects led by Community Development Department (CDD).

2023-31 Housing Element of the General Plan  
Provides funding to have a consultant assist City Staff with the preparation of the upcoming Sixth Cycle of the Housing Element. The City must update its Housing Element every eight years. The Housing Element was adopted in March 2024.

Village Centers Master Precise Plan  
Village Center Master Plan is developed for helping all individual Village Centers. This project provides funding to be used for consultant services as well as staff required for the creation of the new development standard and design guidelines.

Santa Clara County Planning Collaborative  
Cover the City's fair share of its ongoing participation in the Santa Clara County Planning Collaborative. This is complete.

## Project Evaluation and Analysis

2023-31 Housing Element update project funds technical assistance, preparation and adoption of planning documents, and process improvements to accelerate housing production and facilitate compliance to implement the sixth cycle of the regional housing needs assessment. The Housing Element componenet of this budget project is complete.

The Village Centers Master Precise Plan project provides funding for consultant services and staff time required for the creation of the new development standards and design guidelines required by SB 330, will aid in streamlining the approval process for the development of individual Village Centers, and accelerate housing production in areas at major intersections currently zoned Neighborhood Commercial and Office.

The Santa Clara County Planning Collaborative project funds consultant support to facilitate and lead the effort to encourage Countywide collaboration on housing production and legislation efforts, including preparation for the 2023-2031 Housing Element. This portion of the project is compete.

## Fiscal Impact

This project is funded through Local Early Action Planning Grant, and supplemented by Regional Early Action Planning Grant (REAP) and CA HCD's PGP Grant (FY24 YE budget mod).

## Funding Sources

State of California LEAP and PGP Grants, and ABAG's REAP Grant

## Plans and Goals

HE - Housing Element - HE-1: Adequate Housing

LT - Land Use and Transportation - LT-14: Special and Unique Land Uses to Create a Diverse and Complete Community

HE - Housing Element - HE-5: Equal Housing Opportunities

## Project Financial Summary

	Project Costs	Revenues	Operating Costs
Prior Actual	637,557	-	-
2024-25	28,057	631,169	-
2025-26	-	-	-
2026-27	-	-	-
2027-28	-	-	-
2028-29	-	-	-
2029-30	-	-	-
2030-31	-	-	-
2031-32	-	-	-
2032-33	-	-	-
2033-34	-	-	-
2034-35	-	-	-
2035-36	-	-	-
2036-37	-	-	-
2037-38	-	-	-
2038-39	-	-	-
2039-40	-	-	-
2040-41	-	-	-
2041-42	-	-	-
2042-43	-	-	-
2043-44	-	-	-
2044-45	-	-	-
<b>20 Year Total</b>	-	-	-
<b>Grand Total</b>	<b>665,614</b>	<b>631,169</b>	-

# 835810 - Code Enforcement Activities to Address Substandard Residential Properties

<b>Originating Year:</b>	2021	<b>Project Type:</b>	Housing	<b>Department:</b>	110 - Office of the City Attorney
<b>Planned Completion Year:</b>	Ongoing	<b>Category:</b>	Special	<b>Project Manager:</b>	Rebecca Moon

## Project Description/Scope/Purpose

In November 2021, Council adopted an ordinance to recover attorney's fees and costs associated with bringing legal action to court to file for receiverships to address substandard residential properties. Project funding will be used to fund outside counsel fees related to other enforcement actions.

## Project Evaluation and Analysis

If the program is successful, additional reimbursements will continue funding these activities.

## Fiscal Impact

Initial project funding through reimbursement related to this activity from a completed receivership and will be funded by future completed enforcement actions.

12/13/2024: Litigation cost recovery in the amount of \$91,940 was received in FY24. Project shows a negative balance due to system limitation preventing cost offset to go from AR to PPM and Questica. Future reimbursements/litigation recoveries will be recorded to NA 434272 and fall into the General Fund balance to indirectly offset project expenditures. Finance will review this project as part of the Budgetary Year End/Budget Modification process.

## Funding Sources

Reimbursement funding to the General Fund

## Plans and Goals

SN - Safety and Noise - SN-3: Safe and Secure City

## Project Financial Summary

	Project Costs	Revenues	Operating Costs
Prior Actual	155,306	-	-
2024-25	(45,444)	-	-
2025-26	45,444	-	-
2026-27	-	-	-
2027-28	-	-	-
2028-29	-	-	-
2029-30	-	-	-
2030-31	-	-	-
2031-32	-	-	-
2032-33	-	-	-
2033-34	-	-	-
2034-35	-	-	-
2035-36	-	-	-
2036-37	-	-	-
2037-38	-	-	-
2038-39	-	-	-
2039-40	-	-	-
2040-41	-	-	-
2041-42	-	-	-
2042-43	-	-	-
2043-44	-	-	-
2044-45	-	-	-
<b>20 Year Total</b>	<b>45,444</b>	<b>-</b>	<b>-</b>
<b>Grand Total</b>	<b>155,306</b>	<b>-</b>	<b>-</b>

## 835820 - Temporary Housing for Unhoused Individuals

<b>Originating Year:</b>	2021	<b>Project Type:</b>	Housing	<b>Department:</b>	150 - Community Development
<b>Planned Completion Year:</b>	2024/25	<b>Category:</b>	Special	<b>Project Manager:</b>	Amanda Sztoltz

### Project Description/Scope/Purpose

The City will provide services for the homeless population in Sunnyvale. Services may include a partnership with non-profit agencies as well as the County of Santa Clara. The goal is to provide outreach services to include case management for the homeless to assist them in receiving financial services and short as well as long-term housing opportunities as well as shelter beds. In addition, case management could include resources that provide additional resources such as medical care and employment preparation through our non-profit partners as a couple of examples.

### Project Evaluation and Analysis

The City has identified the number of unhoused individuals and is tracking whether they have been contacted for case management support and services. We are also tracking the number of unhoused individuals participating in the types of services offered, which will assist us in identifying program success. For example, contacted individuals who accept shelter beds or other housing opportunities are another measure of program success.

### Fiscal Impact

Initial funding of \$500,000 from the General Fund for this pilot program with a one year extension at \$500,000 for continued case management support and shelter beds and to continue with the current model through HomeFirst. Total funding is \$1,000,000 for the project.

### Funding Sources

General Fund

### Plans and Goals

HE - Housing Element - HE-1: Adequate Housing

### Project Financial Summary

	Project Costs	Revenues	Operating Costs
Prior Actual	759,012	-	-
2024-25	240,988	-	-
2025-26	-	-	-
2026-27	-	-	-
2027-28	-	-	-
2028-29	-	-	-
2029-30	-	-	-
2030-31	-	-	-
2031-32	-	-	-
2032-33	-	-	-
2033-34	-	-	-
2034-35	-	-	-
2035-36	-	-	-
2036-37	-	-	-
2037-38	-	-	-
2038-39	-	-	-
2039-40	-	-	-
2040-41	-	-	-
2041-42	-	-	-
2042-43	-	-	-
2043-44	-	-	-
2044-45	-	-	-
<b>20 Year Total</b>	-	-	-
<b>Grand Total</b>	<b>1,000,000</b>	-	-

## 836480 - Carroll Street Inn Rehabilitation

<b>Originating Year:</b>	2023	<b>Project Type:</b>	Housing	<b>Department:</b>	150 - Community Development
<b>Planned Completion Year:</b>	2024/25	<b>Category:</b>	Special	<b>Project Manager:</b>	Ryan Dyson

### Project Description/Scope/Purpose

This project has been allocated \$500,000 for the purpose of rehabilitating an existing multi-family community, the Carroll Street Inn, which was built in 1994. The community consists of 122 Single Room Occupancy ("SRO") units, including a manager's unit, and primarily serves very-low-income households. The rehabilitation efforts will focus on several areas, including the replacement of common area floors, upgrading common area kitchens to be ADA accessible, and improving certain kitchenettes in individual rooms. Additionally, includes the installation of solar panels to improve energy efficiency and enhancing the current security system. Funding for this project is anticipated to be released in loan form in Spring 2025.

### Project Evaluation and Analysis

MidPen, the organization responsible for managing the property, has full site control and is ready to move forward with the rehabilitation project. the project has a sound operating budget and has complied with affordability requirements and regulatory audits throughout the life of the project. The funds allocated for this project will be used to cover the costs associated with the rehabilitation efforts. The goal of this project is to improve the living conditions for the residents of Carroll Street Inn and ensure that the community remains a safe, affordable, and sustainable place to call home.

### Fiscal Impact

\$500,000 in Permanent Local Housing Allocation funds (PLHA)

### Funding Sources

\$500,000 in Permanent Local Housing Allocation funds (PLHA)

### Plans and Goals

HE - Housing Element - HE-2: Enhanced Housing Conditions and Affordability

### Project Financial Summary

	Project Costs	Revenues	Operating Costs
Prior Actual	-	-	-
2024-25	500,000	-	-
2025-26	-	-	-
2026-27	-	-	-
2027-28	-	-	-
2028-29	-	-	-
2029-30	-	-	-
2030-31	-	-	-
2031-32	-	-	-
2032-33	-	-	-
2033-34	-	-	-
2034-35	-	-	-
2035-36	-	-	-
2036-37	-	-	-
2037-38	-	-	-
2038-39	-	-	-
2039-40	-	-	-
2040-41	-	-	-
2041-42	-	-	-
2042-43	-	-	-
2043-44	-	-	-
2044-45	-	-	-
<b>20 Year Total</b>	-	-	-
<b>Grand Total</b>	<b>500,000</b>	-	-



# 836490 - 1171 Sonora Court Predevelopment of Affordable Housing

<b>Originating Year:</b>	2023	<b>Project Type:</b>	Housing	<b>Department:</b>	150 - Community Development
<b>Planned Completion Year:</b>	2030/31	<b>Category:</b>	Special	<b>Project Manager:</b>	Ryan Dyson

## Project Description/Scope/Purpose

1171 Sonora Court is a proposed 172-unit affordable rental housing project developed by MidPen Housing. 170 units will be affordable to lower-income households with 34 of those units designated for formerly unhoused residents. Two units will be unrestricted manager's units. The total development cost for the project is estimated to be approximately \$183 million.

In 2022, City Council approved a \$500,000 funding award for predevelopment activities through the City's 2022 Notice of Funding Availability (NOFA) (RTC 22-0973). The City funded this award using Permanent Local Housing Allocation (PLHA) funds. These funds were used to begin architectural plans for planning entitlements.

In 2024, City Council approved an additional funding award to purchase the 1.3-acre 1171 Sonora Court property for \$12,500,000 and to provide additional predevelopment funds in the amount of \$1,533,000 as part of the City's 2024 NOFA (RTC 24-0863). The City will purchase the property from MidPen and enter into a long-term ground lease with MidPen upon construction commencement. Predevelopment funds will be used to complete architectural and design drawings and to fund property holding costs. These funds will allow MidPen to pursue additional financing for the project and secure planning entitlements.

## Project Evaluation and Analysis

The project is in the predevelopment stage. The City's 2022 award of \$500,000 in predevelopment funds was used to reimburse MidPen for soft costs such as engineering and design/architecture. MidPen submitted a formal application for planning entitlements in December 2023.

The City's 2024 award is used to acquire the property for \$12,500,000 from MidPen in December 2024. There is also a Disposition and Development Agreement which sets the terms of the development of the project and provides a loan of \$1,533,000 in predevelopment funds. These funds will be disbursed to MidPen as a loan upon the City's acquisition of the property. Additional architectural and design work will be completed with these funds to finalize planning entitlements. Planning entitlements are expected to be secured by Summer 2025. The City will enter into a long-term ground lease with MidPen upon construction commencement, which is expected by spring 2028. Construction would be completed within approximately two years.

## Fiscal Impact

Council approved \$500,000 in predevelopment funding in RTC 22-0973. Permanent Local Housing Allocation (PLHA) funds were used in place of Housing Mitigation Funds (HMF) per RTC 24-0467. Funds were disbursed as a loan to MidPen in June 2024. Council also approved a total of \$14,033,000 in funding in RTC 24-0863. Housing Mitigation Funds is the funding source for this award. The total award includes \$12,500,000 for acquisition of the property and a loan of \$1,533,000 for predevelopment work. Funds are disbursed in December 2024.

## Funding Sources

Permanent Local Housing Allocation (PLHA), Housing Mitigation Fund (HMF)

## Plans and Goals

HE - Housing Element - HE-1: Adequate Housing

LT - Land Use and Transportation - LT-7: Diverse Housing Opportunities

## Project Financial Summary

	Project Costs	Revenues	Operating Costs
Prior Actual	500,000	-	-
2024-25	14,033,000	-	-
2025-26	-	-	-
2026-27	-	-	-
2027-28	-	-	-
2028-29	-	-	-
2029-30	-	-	-
2030-31	-	-	-
2031-32	-	-	-
2032-33	-	-	-
2033-34	-	-	-
2034-35	-	-	-
2035-36	-	-	-
2036-37	-	-	-
2037-38	-	-	-
2038-39	-	-	-
2039-40	-	-	-
2040-41	-	-	-
2041-42	-	-	-
2042-43	-	-	-
2043-44	-	-	-
2044-45	-	-	-
<b>20 Year Total</b>	-	-	-
<b>Grand Total</b>	<b>14,533,000</b>	-	-

# 836540 - Consider Increasing Inclusionary Housing Requirement to 20% in New Residential Developments

<b>Originating Year:</b>	2023	<b>Project Type:</b>	Housing	<b>Department:</b>	150 - Community Development
<b>Planned Completion Year:</b>	2025/26	<b>Category:</b>	Special	<b>Project Manager:</b>	Ryan Dyson

## Project Description/Scope/Purpose

Study Issue CDD 23-01. This study issues features a feasibility study that will be prepared to identify whether increasing the City's inclusionary housing requirement from 15% to 20% for both for-sale and rental housing will allow the City to capture additional affordable units and make progress towards meeting the Regional Housing Needs Allocation. This study will also analyze in-lieu fee amounts. Depending on the outcome of the feasibility study, an updated ordinance would be prepared to increase residential inclusionary percentages as identified. The City would ensure adequate legal review is included in this ordinance revision because of the new level of review by the State.

## Project Evaluation and Analysis

A consultant will be hired to prepare the feasibility study and fee analysis. Pending the consultant study, a study session with the Council will be held. The City's Inclusionary Ordinances and Fee Schedules will be updated accordingly based on final action. Study is anticipated to be completed in summer 2025.

## Fiscal Impact

\$225,000 in General Funds has been approved to cover the cost of the Consultant for this work effort. Should affordable housing in-lieu fees be increased based on the study, additional housing revenue is anticipated.

## Funding Sources

General Fund

## Plans and Goals

HE - Housing Element - HE-5: Equal Housing Opportunities

HE - Housing Element - HE-1: Adequate Housing

HE - Housing Element - HE-2: Enhanced Housing Conditions and Affordability

## Project Financial Summary

	Project Costs	Revenues	Operating Costs
Prior Actual	-	-	-
2024-25	225,000	-	-
2025-26	-	-	-
2026-27	-	-	-
2027-28	-	-	-
2028-29	-	-	-
2029-30	-	-	-
2030-31	-	-	-
2031-32	-	-	-
2032-33	-	-	-
2033-34	-	-	-
2034-35	-	-	-
2035-36	-	-	-
2036-37	-	-	-
2037-38	-	-	-
2038-39	-	-	-
2039-40	-	-	-
2040-41	-	-	-
2041-42	-	-	-
2042-43	-	-	-
2043-44	-	-	-
2044-45	-	-	-
<b>20 Year Total</b>	-	-	-
<b>Grand Total</b>	<b>225,000</b>	-	-

## 836700 - 295 S. Mathilda

<b>Originating Year:</b>	2023	<b>Project Type:</b>	Housing	<b>Department:</b>	150 - Community Development
<b>Planned Completion Year:</b>	2029/30	<b>Category:</b>	Special	<b>Project Manager:</b>	Ryan Dyson

### Project Description/Scope/Purpose

295 S. Mathilda is a proposed 126-unit affordable rental housing project developed by MidPen Housing. 125 units will be affordable to lower-income households with 32 of those units designated for formerly unhoused residents. One unit will be an unrestricted manager's unit. The total development cost for the project is estimated to be approximately \$119 million.

In 2023, the City purchased the 1.05-acre property at 295 S Mathilda with \$7,350,000 in Housing Mitigation Funds with the intention of developing the property for affordable housing (RTC 23-0770). Upon purchase of the property, the City entered into a short-term lease and an Exclusive Negotiating Agreement with MidPen Housing for the development of the project.

In 2024, City Council approved a funding award to provide predevelopment funds in the amount of \$1,500,000 as part of the City's 2024 NOFA (RTC 24-0863). Predevelopment funds will be used to prepare architectural/design drawings to secure planning entitlements and pursue additional project financing. Predevelopment funds will be disbursed as a loan of Housing Mitigation Funds.

### Project Evaluation and Analysis

This project is currently in the predevelopment stage. The City successfully acquired the property in 2023 and entered into a ground lease and Exclusive Negotiating Agreement (ENA) with MidPen Housing. Per the terms of the ENA, MidPen has commenced community engagement, completed preliminary Planning review, and conducted a financial analysis within 12 months of entering into the ENA.

The City intends to enter into a Disposition and Development Agreement with MidPen for the development of the project in Q1 of 2025, per the terms of the ENA. As part of the DDA, the City will disburse the \$1,500,000 predevelopment loan, which will be used to support architectural and design work. MidPen will submit a formal application for planning entitlements in spring 2025. The City will also enter into a long-term ground lease with MidPen upon construction commencement. Construction commencement is expected in summer 2027 and would be completed within approximately two years.

### Fiscal Impact

Council approved \$7,350,000 in Housing Mitigation Funds for the purchase of the property in RTC 23-0770. The City acquired the property for around \$7.3M in September 2023.

Council also approved a total of \$1,500,000 in Housing Mitigation Funds (Below Market Rate In-lieu Sub-Funds) for predevelopment costs in RTC 24-0863. Funds will be disbursed when the City enters into a Disposition and Development Agreement with MidPen, which is expected in Q1 2025.

### Funding Sources

Housing Mitigation Fund and Other Housing Related Fund.

### Plans and Goals

HE - Housing Element - HE-1: Adequate Housing

LT - Land Use and Transportation - LT-7: Diverse Housing Opportunities

### Project Financial Summary

	Project Costs	Revenues	Operating Costs
Prior Actual	7,312,793	-	-
2024-25	1,500,000	-	-
2025-26	-	-	-
2026-27	-	-	-
2027-28	-	-	-
2028-29	-	-	-
2029-30	-	-	-
2030-31	-	-	-
2031-32	-	-	-
2032-33	-	-	-
2033-34	-	-	-
2034-35	-	-	-
2035-36	-	-	-
2036-37	-	-	-
2037-38	-	-	-
2038-39	-	-	-
2039-40	-	-	-
2040-41	-	-	-
2041-42	-	-	-
2042-43	-	-	-
2043-44	-	-	-
2044-45	-	-	-
<b>20 Year Total</b>	-	-	-
<b>Grand Total</b>	<b>8,812,793</b>	-	-

## 836840 - Safety Net Shelter Operating Support

<b>Originating Year:</b>	2024	<b>Project Type:</b>	Housing	<b>Department:</b>	150 - Community Development
<b>Planned Completion Year:</b>	2024/25	<b>Category:</b>	Outside Group Funding	<b>Project Manager:</b>	Ryan Dyson

### Project Description/Scope/Purpose

PLHA funds will provide operating support in the amount of \$48,500 for Bill Wilson Center's Safety Net Shelter. The Safety Net Shelter serves approximately 200 children (ages 12 to 17) each year, including children from Sunnyvale. Operating support will allow the Safety Net Shelter to maintain operations while completing necessary repairs and meeting debt obligations. PLHA funds will be used to fund Bill Wilson Center staff costs related to shelter operations.

### Project Evaluation and Analysis

One time fund for continued operation of Safety Net Shelter.

### Fiscal Impact

Funded from State PLHA funding sources.

### Funding Sources

Permanent Local Housing Allocation (PLHA) grant program administered by the State Department of Housing and Community Development (HCD)

### Plans and Goals

HE - Housing Element - HE-5: Equal Housing Opportunities

### Project Financial Summary

	Project Costs	Revenues	Operating Costs
Prior Actual	-	-	-
2024-25	48,500	-	-
2025-26	-	-	-
2026-27	-	-	-
2027-28	-	-	-
2028-29	-	-	-
2029-30	-	-	-
2030-31	-	-	-
2031-32	-	-	-
2032-33	-	-	-
2033-34	-	-	-
2034-35	-	-	-
2035-36	-	-	-
2036-37	-	-	-
2037-38	-	-	-
2038-39	-	-	-
2039-40	-	-	-
2040-41	-	-	-
2041-42	-	-	-
2042-43	-	-	-
2043-44	-	-	-
2044-45	-	-	-
<b>20 Year Total</b>	-	-	-
<b>Grand Total</b>	<b>48,500</b>	-	-

## 836850 - PLHA Unhoused Services

<b>Originating Year:</b>	2024	<b>Project Type:</b>	Housing	<b>Department:</b>	150 - Community Development
<b>Planned Completion Year:</b>	2025/26	<b>Category:</b>	Outside Group Funding	<b>Project Manager:</b>	Ryan Dyson

### Project Description/Scope/Purpose

The City will use PLHA funds to provide rental assistance for Sunnyvale unhoused. The City had allocated multiple years' PLHA awards totaling approximately \$1.6M for this program. This amount may be adjusted pending HCD's final allocations of PLHA funding. The funds were previously allocated towards a rental support program which is no longer moving forward. Instead, the funds have been allocated towards unspecific unhoused support services at this time. Funds will be allocated to projects at Council's discretion but potential funding projects include overnight warming locations, safe RV parking program case management, street outreach case management and transitional shelter.

### Project Evaluation and Analysis

City staff is actively researching implementation of this program including potential adjustments to support general unhoused services.

### Fiscal Impact

Funded through outside PLHA program.

### Funding Sources

Permanent Local Housing Allocation (PLHA) grant program administered by the State Department of Housing and Community Development (HCD)

### Plans and Goals

HE - Housing Element - HE-1: Adequate Housing

### Project Financial Summary

	Project Costs	Revenues	Operating Costs
Prior Actual	-	-	-
2024-25	1,163,375	-	-
2025-26	297,705	-	-
2026-27	-	-	-
2027-28	-	-	-
2028-29	-	-	-
2029-30	-	-	-
2030-31	-	-	-
2031-32	-	-	-
2032-33	-	-	-
2033-34	-	-	-
2034-35	-	-	-
2035-36	-	-	-
2036-37	-	-	-
2037-38	-	-	-
2038-39	-	-	-
2039-40	-	-	-
2040-41	-	-	-
2041-42	-	-	-
2042-43	-	-	-
2043-44	-	-	-
2044-45	-	-	-
<b>20 Year Total</b>	<b>297,705</b>	-	-
<b>Grand Total</b>	<b>1,461,079</b>	-	-

## 836860 - Senior Accessibility Modifications

<b>Originating Year:</b>	2024	<b>Project Type:</b>	Housing	<b>Department:</b>	150 - Community Development
<b>Planned Completion Year:</b>	2025/26	<b>Category:</b>	Outside Group Funding	<b>Project Manager:</b>	Ryan Dyson

### Project Description/Scope/Purpose

The City will use PLHA funds to complete accessibility modifications in lower-income households such as grab bars, handrails, wheelchair lifts, and ramps. Eligible households must meet low-income requirements and include a senior or person with a disability. PLHA funds will be used to expand the City's existing Home Access Grant program to increase households served and provide greater flexibility in funding amounts. Based on estimated PLHA funding allocations, the City is allocating approximately \$342K for this program.

### Project Evaluation and Analysis

Project will serve between 10-30 lower income households in Sunnyvale. Program will expand upon existing Home Improvement Program.

### Fiscal Impact

Funded through State PLHA funding.

### Funding Sources

Permanent Local Housing Allocation (PLHA) grant program administered by the State Department of Housing and Community Development (HCD)

### Plans and Goals

HE - Housing Element - HE-2: Enhanced Housing Conditions and Affordability

### Project Financial Summary

	Project Costs	Revenues	Operating Costs
Prior Actual	-	-	-
2024-25	202,388	-	-
2025-26	35,024	-	-
2026-27	-	-	-
2027-28	-	-	-
2028-29	-	-	-
2029-30	-	-	-
2030-31	-	-	-
2031-32	-	-	-
2032-33	-	-	-
2033-34	-	-	-
2034-35	-	-	-
2035-36	-	-	-
2036-37	-	-	-
2037-38	-	-	-
2038-39	-	-	-
2039-40	-	-	-
2040-41	-	-	-
2041-42	-	-	-
2042-43	-	-	-
2043-44	-	-	-
2044-45	-	-	-
<b>20 Year Total</b>	<b>35,024</b>	-	-
<b>Grand Total</b>	<b>237,412</b>	-	-

## 836870 - PLHA Administration

<b>Originating Year:</b>	2024	<b>Project Type:</b>	Housing	<b>Department:</b>	150 - Community Development
<b>Planned Completion Year:</b>	2025/26	<b>Category:</b>	Outside Group Funding	<b>Project Manager:</b>	Ryan Dyson

### Project Description/Scope/Purpose

Administrative costs for City Staff for work associated with the Permanent Local Housing Authority (PLHA) grant program. This program plans to add or increase services and programs in the Housing Division.

### Project Evaluation and Analysis

Capped administrative costs for the grant funded programs.

### Fiscal Impact

State funded PLHA program. Up to 5% of the PLHA grant is allowed to be used for staff administrative costs.

### Funding Sources

Permanent Local Housing Allocation (PLHA) grant program administered by the State Department of Housing and Community Development (HCD)

### Plans and Goals

HE - Housing Element - HE-2: Enhanced Housing Conditions and Affordability

### Project Financial Summary

	Project Costs	Revenues	Operating Costs
Prior Actual	-	-	-
2024-25	136,509	-	-
2025-26	17,512	-	-
2026-27	-	-	-
2027-28	-	-	-
2028-29	-	-	-
2029-30	-	-	-
2030-31	-	-	-
2031-32	-	-	-
2032-33	-	-	-
2033-34	-	-	-
2034-35	-	-	-
2035-36	-	-	-
2036-37	-	-	-
2037-38	-	-	-
2038-39	-	-	-
2039-40	-	-	-
2040-41	-	-	-
2041-42	-	-	-
2042-43	-	-	-
2043-44	-	-	-
2044-45	-	-	-
<b>20 Year Total</b>	<b>17,512</b>	<b>-</b>	<b>-</b>
<b>Grand Total</b>	<b>154,021</b>	<b>-</b>	<b>-</b>

# 837010 - Street Outreach, Temporary Hotel Program, and Mobile Hygiene Services

<b>Originating Year:</b>	2024	<b>Project Type:</b>	Housing	<b>Department:</b>	150 - Community Development
<b>Planned Completion Year:</b>	2024/25	<b>Category:</b>	Special	<b>Project Manager:</b>	Amanda Sztoltz

## Project Description/Scope/Purpose

Street outreach services include case management, transportation, temporary hotel stays, and basic needs supplies. Mobile hygiene program includes case management, laundry, showers, restrooms, and supplies at two locations, twice a week, for four hour increments for unhoused Sunnyvale residents. The City's current unhoused street outreach provider currently operates a temporary hotel-based shelter program for unhoused residents. In December 2024, an amendment is approved by Council to expand hotel rooms to run one seasonal Inclement Weather Hotel Pilot Program between December 2024 and April 2025.

## Project Evaluation and Analysis

The goal of the Street Outreach Program is to provide intensive field-based outreach and case management services to support individuals who may be living in encampments, vehicles, on the street, or other places not ideal for human habitation. The expectation is to effectively engage these individuals by providing the necessary services needed to increase quality of life, reduce risks to health and safety, and transition individuals from homelessness into temporary or permanent housing. The delivery of services is based on principles of Housing First, Trauma-Informed Care, and Cultural Competency, Racial Equity, and Inclusivity.

## Fiscal Impact

RTC 24-0830 award a Contract in the Amount of \$909,780 for Street Outreach and Essential Homeless Services (F24-20)

The total contract amount for one year including the base proposal and the additional mobile hygiene service is shown in the table below:

Street Outreach (including 5 motel rooms): \$651,457  
Mobile Hygiene Services (2x per week): \$258,323  
TOTAL: \$909,780

RTC 24-0198 approved \$73,185 to add an Inclement Weather Hotel Pilot Program (Study Issue OCM 22-02) by reallocating PLHA funding from recently canceled PLHA rental assistance to unhoused seniors program.

## Funding Sources

General Fund and Permanent Local Housing Allocation (PLHA) Fund

## Plans and Goals

HE - Housing Element - HE-5: Equal Housing Opportunities

## Project Financial Summary

	Project Costs	Revenues	Operating Costs
Prior Actual	-	-	-
2024-25	982,965	-	-
2025-26	-	-	-
2026-27	-	-	-
2027-28	-	-	-
2028-29	-	-	-
2029-30	-	-	-
2030-31	-	-	-
2031-32	-	-	-
2032-33	-	-	-
2033-34	-	-	-
2034-35	-	-	-
2035-36	-	-	-
2036-37	-	-	-
2037-38	-	-	-
2038-39	-	-	-
2039-40	-	-	-
2040-41	-	-	-
2041-42	-	-	-
2042-43	-	-	-
2043-44	-	-	-
2044-45	-	-	-
<b>20 Year Total</b>	-	-	-
<b>Grand Total</b>	<b>982,965</b>	-	-



## 837020 - Sunnyvale Community Services TBRA Program Support

<b>Originating Year:</b>	2025	<b>Project Type:</b>	Housing	<b>Department:</b>	150 - Community Development
<b>Planned Completion Year:</b>	2025/26	<b>Category:</b>	Special	<b>Project Manager:</b>	Matt Hazel

### Project Description/Scope/Purpose

Via Budget Mod No. 7, provide \$250,000 per year for two years to SCS for operational expenses of their Tenant-Based Rental Assistance (TBRA) program. Program is currently funded with HOME grant, Housing Mitigation, and Low-Moderate Income funds. The additional funding will assist SCS in providing adequate staff to manage a program with 40 households and provide individualized casework and critical needs assistance for program participants. Funding will also help with overhead costs and operating expenses. The major milestones of the program are keeping around 40 households housed and having at least 90% of households exit to a positive destination. A positive destination includes any temporary or permanent housing opportunity.

### Project Evaluation and Analysis

Funds will be tied to the successful operation of the TBRA program. SCS has an existing federally funded TBRA contract with performance metrics, this funding will be tied to the same performance metrics of serving no less than 40 households per year.

### Fiscal Impact

General Fund support for the SCS TBRA program will be allocated each year for two years. These funds supplement funds from the HOME Grant Fund, Housing Mitigation Fund, and Low and Moderate Income Housing Fund. The project will cost \$250,000 each year to be spent on operating expenses such as staff training, utilities, insurance, etc, as well as salaries and benefits for Case Workers, Program Managers, Housing Specialists, and other related supportive positions. The related funding budgets include the HOME grant which provides \$1,000,000 each year for tenant rent subsidies and security deposits, and the Housing Mitigation and Low Moderate Income Housing funds which provide \$100,000 and \$250,000 each year for similar costs this project will be used for, salaries and operating expenses. Future replacement costs rely heavily on individual donors and City funding sources. HOME grant funds will be decreasing in two-four years as the fund diminishes, likely causing the TBRA program to decrease in size and funding needs.

### Funding Sources

General Fund

### Plans and Goals

HE - Housing Element - HE-5: Equal Housing Opportunities

### Project Financial Summary

	Project Costs	Revenues	Operating Costs
Prior Actual	-	-	-
2024-25	500,000	-	-
2025-26	-	-	-
2026-27	-	-	-
2027-28	-	-	-
2028-29	-	-	-
2029-30	-	-	-
2030-31	-	-	-
2031-32	-	-	-
2032-33	-	-	-
2033-34	-	-	-
2034-35	-	-	-
2035-36	-	-	-
2036-37	-	-	-
2037-38	-	-	-
2038-39	-	-	-
2039-40	-	-	-
2040-41	-	-	-
2041-42	-	-	-
2042-43	-	-	-
2043-44	-	-	-
2044-45	-	-	-
<b>20 Year Total</b>	-	-	-
<b>Grand Total</b>	<b>500,000</b>	-	-

## 837190 - Safe Parking Capital Grants Program

<b>Originating Year:</b>	2024	<b>Project Type:</b>	Housing	<b>Department:</b>	150 - Community Development
<b>Planned Completion Year:</b>	2026/27	<b>Category:</b>	Special	<b>Project Manager:</b>	Amanda Sztoltz

### Project Description/Scope/Purpose

On November 12, 2024, Council introduced the Safe Parking Ordinance and approved the staff recommended programs including the creation of a capital grant program using General Funds to assist nonprofit and faith-based organizations to develop Safe Parking programs on private land. The grant funding would cover one time capital improvements (such as required infrastructure, portable restrooms, parking lot enhancements, etc.) to a potential Safe Parking site and other start-up costs needed to secure a Safe Parking permit to operate Safe Parking in the City of Sunnyvale.

### Project Evaluation and Analysis

Applications for the Safe Park Capital Grant would be approved through an over the counter, first come first serve process. Grantees would be required to secure a Safe Parking Program permit prior to funding distribution. Grants would be reimbursement based. Housing Division staff would manage the ongoing monitoring and compliance of all grants and subsequent Safe Parking programs awarded through this process.

### Fiscal Impact

General Fund has been identified for this one time capital grant program.

### Funding Sources

General Fund

### Plans and Goals

HE - Housing Element - HE-2: Enhanced Housing Conditions and Affordability

HE - Housing Element - HE-6: Sustainable Neighborhoods

HE - Housing Element - HE-5: Equal Housing Opportunities

### Project Financial Summary

	Project Costs	Revenues	Operating Costs
Prior Actual	-	-	-
2024-25	-	-	-
2025-26	100,000	-	-
2026-27	-	-	-
2027-28	-	-	-
2028-29	-	-	-
2029-30	-	-	-
2030-31	-	-	-
2031-32	-	-	-
2032-33	-	-	-
2033-34	-	-	-
2034-35	-	-	-
2035-36	-	-	-
2036-37	-	-	-
2037-38	-	-	-
2038-39	-	-	-
2039-40	-	-	-
2040-41	-	-	-
2041-42	-	-	-
2042-43	-	-	-
2043-44	-	-	-
2044-45	-	-	-
<b>20 Year Total</b>	<b>100,000</b>	-	-
<b>Grand Total</b>	<b>100,000</b>	-	-

## 837200 - Santa Clara County Planning Collaborative

<b>Originating Year:</b>	2025	<b>Project Type:</b>	Housing	<b>Department:</b>	150 - Community Development
<b>Planned Completion Year:</b>	Ongoing	<b>Category:</b>	Special	<b>Project Manager:</b>	Ryan Dyson

### Project Description/Scope/Purpose

The City has participated in the Santa Clara County Planning Collaborative (SCCPC) for the past 6 years. The Collaborative is made up of all cities within Santa Clara County to work cohesively on joint land use and housing topics. The SCCPC provides technical assistance, project management support, and leads county wide projects on behalf of cities. The SCCPC is led by Community Planning Collaborative consultant in partnership with the Cities Association.

### Project Evaluation and Analysis

In recent years, local grant funds covered the cost of the consultants work to lead the SCCPC. However, that grant funding is no longer available. Because of this, cities are being asked to pay their fair share to participate in the SCCPC. Cost share is by city population.

### Fiscal Impact

Sunnyvale's fair share cost of the SCCPC for the next two fiscal years is \$37,000.

### Funding Sources

Housing Mitigation Funds

### Plans and Goals

HE - Housing Element - HE-1: Adequate Housing

HE - Housing Element - HE-5: Equal Housing Opportunities

### Project Financial Summary

	Project Costs	Revenues	Operating Costs
Prior Actual	-	-	-
2024-25	-	-	-
2025-26	37,000		-
2026-27	-	-	-
2027-28	-	-	-
2028-29	-	-	-
2029-30	-	-	-
2030-31	-	-	-
2031-32	-	-	-
2032-33	-	-	-
2033-34	-	-	-
2034-35	-	-	-
2035-36	-	-	-
2036-37	-	-	-
2037-38	-	-	-
2038-39	-	-	-
2039-40	-	-	-
2040-41	-	-	-
2041-42	-	-	-
2042-43	-	-	-
2043-44	-	-	-
2044-45	-	-	-
<b>20 Year Total</b>	<b>37,000</b>	-	-
<b>Grand Total</b>	<b>37,000</b>	-	-

## 837270 - Housing Element Update

<b>Originating Year:</b>	2021	<b>Project Type:</b>	Housing	<b>Department:</b>	150 - Community Development
<b>Planned Completion Year:</b>	Ongoing	<b>Category:</b>	Special	<b>Project Manager:</b>	Ryan Dyson

### Project Description/Scope/Purpose

This project provides funding for consultant costs associated with the preparation of the upcoming Seventh Cycle (2031-2039) Housing Element, which will be due in January 2031. State law requires all jurisdictions to update the Housing Element of their General Plan every eight years. Housing Elements must be reviewed and approved by the State Department of Housing and Community Development (HCD). This certification process has become increasingly stringent and labor intensive, with extensive planning, community engagement, and multiple revisions required. The City anticipates engaging a consultant in FY 2029/30 to begin the update process. This project considers funding for next two cycles of housing element FY 2029/30 and FY 2037/38.

### Project Evaluation and Analysis

This project funds technical assistance costs related to the preparation and adoption of the 2031-2039 Housing Element. The primary goals of the Housing Element Update are to ensure compliance with Housing Element law by the adoption deadline, accelerate housing production, and meet the housing needs of the community and the City's Regional Housing Needs Allocation.

### Fiscal Impact

This project will be funded by State grant sources to the extent possible with the remainder funded by General Funds. The 2023-2031 Housing Element Update budget consisted of 95% State grant sources including Local Early Action Planning (LEAP), Regional Early Action Planning (REAP), and Planning Grants Program (PGP). The remaining 5% consisted of General Funds.

### Funding Sources

General Fund, State grant sources to be determined

### Plans and Goals

HE - Housing Element - HE-1: Adequate Housing

LT - Land Use and Transportation - LT-7: Diverse Housing Opportunities

HE - Housing Element - HE-3: Minimized Governmental Constraints on Housing

HE - Housing Element - HE-4: Adequate Housing Sites

HE - Housing Element - HE-5: Equal Housing Opportunities

### Project Financial Summary

	Project Costs	Revenues	Operating Costs
Prior Actual	-	-	-
2024-25	-	-	-
2025-26	-	-	-
2026-27	-	-	-
2027-28	-	-	-
2028-29	500,000	-	-
2029-30	-	-	-
2030-31	-	-	-
2031-32	-	-	-
2032-33	-	-	-
2033-34	-	-	-
2034-35	-	-	-
2035-36	-	-	-
2036-37	600,000	-	-
2037-38	-	-	-
2038-39	-	-	-
2039-40	-	-	-
2040-41	-	-	-
2041-42	-	-	-
2042-43	-	-	-
2043-44	-	-	-
2044-45	-	-	-
<b>20 Year Total</b>	<b>1,100,000</b>	-	-
<b>Grand Total</b>	<b>1,100,000</b>	-	-

## 837600 - 352 East Java Drive

<b>Originating Year:</b>	2024	<b>Project Type:</b>	Housing	<b>Department:</b>	150 - Community Development
<b>Planned Completion Year:</b>	2029/30	<b>Category:</b>	Special	<b>Project Manager:</b>	Ryan Dyson

### Project Description/Scope/Purpose

352 E. Java Drive is a proposed 308-unit affordable rental housing project developed by the Pacific Companies and Miramar Capital. 305 units will be affordable to lower-income households and three units will be unrestricted manager's units. The total development cost for the project is estimated to be approximately \$208 million.

In 2024, City Council approved a conditional award of \$14,000,000 in City funds as part of the City's 2024 NOFA (RTC 24-0863). Funds will be used for construction and related development costs for the project. Funds will be disbursed as a loan of Housing Mitigation Funds.

### Project Evaluation and Analysis

This project is currently in the predevelopment stage. The Pacific Companies/Miramar Capital submitted a preliminary application for planning entitlements in June 2024. The development team intends to submit a formal planning application in Q3 2025 and secure planning entitlements by Q3 2026 and apply for federal Low-Income Housing Tax Credits by the end of 2026. Following the tax credit award, the City will begin negotiations with developer to enter into a Loan Agreement, Affordable Housing Agreement, and related documents. This timeline would enable the project to commence construction by Q3 2027.

### Fiscal Impact

Council approved a total of \$14,000,000 in Housing Mitigation Funds for construction and development costs in RTC 24-0863. Funds will be disbursed upon construction commencement, expected in Q3 2027.

### Funding Sources

Housing Mitigation Fund

### Plans and Goals

HE - Housing Element - HE-1: Adequate Housing

LT - Land Use and Transportation - LT-7: Diverse Housing Opportunities

### Project Financial Summary

	Project Costs	Revenues	Operating Costs
Prior Actual	-	-	-
2024-25	14,000,000	-	-
2025-26	-	-	-
2026-27	-	-	-
2027-28	-	-	-
2028-29	-	-	-
2029-30	-	-	-
2030-31	-	-	-
2031-32	-	-	-
2032-33	-	-	-
2033-34	-	-	-
2034-35	-	-	-
2035-36	-	-	-
2036-37	-	-	-
2037-38	-	-	-
2038-39	-	-	-
2039-40	-	-	-
2040-41	-	-	-
2041-42	-	-	-
2042-43	-	-	-
2043-44	-	-	-
2044-45	-	-	-
<b>20 Year Total</b>	-	-	-
<b>Grand Total</b>	<b>14,000,000</b>	-	-

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# COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)



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## COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

The Community Development Block Grant (CDBG) is one of two federal entitlement grants the City receives annually from the U.S. Department of Housing and Urban Development (HUD). The other is the HOME Investment Partnerships Program (HOME) grant, described in the Housing section. To remain eligible for these grants, the City must prepare an annual Action Plan describing the City's plans to spend the projected available CDBG funds in the coming fiscal year with a brief description of each planned project or program. CDBG funds may be used only for CDBG-eligible activities as listed in the CDBG statutes and regulations. Most of the funds must be used for "brick and mortar" projects such as housing rehabilitation, neighborhood improvements, or public facilities, including disabled access improvements, as well as economic development projects and job training programs. Certain types of capital projects may only be funded in CDBG-eligible areas as determined by HUD, as shown in the map in the Action Plan. Every five years the City must prepare a Consolidated Plan to maintain eligibility, outline specific goals and priority needs, and serve as a planning document, strategy, and application of funds. A new 2025-2030 Consolidated Plan will commence in FY 2025/26.

No more than 15% of the annual CDBG revenues may be used for public services for lower-income households (i.e., human services programs such as food and shelter, health care, counseling, etc.). In addition, up to 20% may be used for CDBG program administration, which includes CDBG-related Housing Division operations such as planning, compliance, fiscal activities, reviewing funding requests, preparing loan and grant documents, and loan servicing, as well as fair housing services, which may be provided through a contract.

**CDBG-CV Funding (CARES Act).** As a result of the COVID-19 pandemic, the Federal Government signed the Coronavirus Aid, Relief and Economic Security Act (CARES Act) in 2020. The City received approximately \$1.7 million in CDBG-CV funding, which has been allocated towards rent relief, COVID-19 testing and administration, financial assistance for persons with disabilities, portable showers, laundry, restrooms, and case management for the unhoused. The City has spent nearly all remaining CDBG-CV funds, with the final amount of \$150,000 to be drawn in FY 2025/26 to support the Sunnyvale Community Services Food Program.

### MAJOR CDBG PROJECTS

**WorkFirst Sunnyvale Program, Community-Based Development Organization Activity.** This program provides job-readiness and job search skills training, job placement assistance, and related employment supportive services, such as assistance in obtaining affordable housing, transportation to work, vocational education, required work gear, and career counseling. The program serves Sunnyvale clients who are currently homeless, transitioning out of homelessness, or at imminent risk of homelessness. The funding is provided as a grant to Sunnyvale Community Services, a certified vendor selected through a competitive process, and the program is implemented in coordination with Downtown Streets Team (subcontractor) and the broader community.

**Outside Group Funding Support (CDBG).** This project provides public services grants to local non-profit agencies that provide human services for Sunnyvale clients. The grantees are selected through a competitive process held every other year. Grants are awarded for two years, with the second year's grant contingent on funding availability and the grantee's successful completion of the first year's grant requirements. Grant proposals are screened by staff, recommended for funding by the Housing and Human Service Commission, and approved by Council as part of the annual Action Plan approval and City budget adoption. The amount allocated to this project is adjusted annually. It is limited by CDBG regulations to no more than 15% of

the fiscal year's CDBG grant plus 15% of the CDBG program income received in the current fiscal year, if applicable. The CDBG allocation is approximately \$156,450 for FY 2025/26. City General Funds are also used to further support public service grantees, and \$135,000 has been allocated each year in the General Fund's long-term financial plan for this purpose. The City supports ten non-profits through these two public service funding sources.

**CDBG Housing Rehabilitation Revolving Loan Fund.** This project includes funding for the Housing Rehabilitation Loan program, which provides low-interest loans for rehabilitating housing owned or occupied by lower-income households. Owner-occupied housing rehabilitation loans are provided on a first-come, first-served basis for single-family and/or mobile home rehabilitation projects. Loans may also be provided for rehabilitating rental housing occupied by and affordable to lower-income households. The CDBG Revolving Loan Fund funds this project. When these CDBG loans are repaid in full or part, some or all of the payments are deposited into the Revolving Loan Fund to be re-used for new housing rehabilitation loans. If these annual loan payments exceed the projected demand for rehabilitation loans and related program delivery costs for the coming year, the excess revenues can be maintained as general CDBG "Program Income" and used for other CDBG-eligible purposes in the coming year. Staff projects the level of demand for the loan program and program income receipts as part of the annual Action Plan process completed in the spring of each year.

**Home Access, Roof, Paint, Emergency Repair, and Energy Efficiency.** This project funds the Home Improvement Program, which provides small grants for minor improvements to homes owned and occupied by lower-income households. Grants may fund disabled access retrofits and improvements, wheelchair lifts or ramps, roof replacement or repair, exterior painting, emergency repairs, and/or energy efficiency retrofits to income-eligible homeowners of mobile homes and/or single-family homes. Disabled tenants may also apply for the Home Access grant, with the landlord's approval of the proposed improvements.

**CITY OF SUNNYVALE  
FUNDED / UNFUNDED PROJECTS  
BUDGETED PROJECT COSTS SUMMARY**

**CDBG Funded Projects**

<b>Project</b>	<b>Prior Actual</b>	<b>Current 2024-25</b>	<b>Plan 2025-26</b>	<b>Plan 2026-27</b>	<b>Plan 2027-28</b>	<b>Plan 2028-29</b>	<b>Plan 2029-30</b>	<b>Plan 2030-31</b>	<b>Plan 2031-32</b>	<b>Plan 2032-33</b>	<b>Plan 2033-34</b>	<b>Plan 2034-35</b>	<b>Y11-Y20 Total</b>	<b>Project Life Total</b>
803501 - CDBG Housing Rehabilitation Revolving Loan Fund	3,911,302	265,833	100,000	-	-	-	-	-	-	-	-	-	-	4,277,135
812701 - Home Access, Paint, Emergency Repair, and Energy-Efficiency	1,125,498	250,000	266,416	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	500,000	2,591,914
827550 - Outside Group Funding Support [CDBG]	2,128,512	156,522	156,450	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	1,500,000	5,291,484
829560 - Sunnyvale Workforce Development Program-DST	4,340,681	511,811	513,534	-	-	-	-	-	-	-	-	-	-	5,366,026
836670 - Carroll Street Inn Rehabilitation (CDBG)	-	490,000	-	-	-	-	-	-	-	-	-	-	-	490,000
<b>Total CDBG Funded Projects</b>	<b>11,505,992</b>	<b>1,674,166</b>	<b>1,036,400</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>2,000,000</b>	<b>18,016,558</b>

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## 803501 - CDBG Housing Rehabilitation Revolving Loan Fund

<b>Originating Year:</b>	2017	<b>Project Type:</b>	CDBG	<b>Department:</b>	150 - Community Development
<b>Planned Completion Year:</b>	Ongoing	<b>Category:</b>	Special	<b>Project Manager:</b>	Jennifer Carloni

### Project Description/Scope/Purpose

The Community Development Strategy directed the City to concentrate resources on stimulating substantial rehabilitation and modernization of single family homes and multi-family units. This project provides rehabilitation loans also to existing rental properties that serve households at 30% to 80% of Area Median Income, with rents limited to 30% of gross household income. Substantial rehabilitation includes repairs to the exterior of the structure, the major component systems and the interior functional components. The Community Development Block Grant Housing Rehabilitation Revolving Loan Fund (RLF) allows Community Development Block Grant (CDBG) rehabilitation loans to "revolve". Program income earned from repayments of existing loans are disbursed as new loans.

### Project Evaluation and Analysis

This project includes rehabilitation of single family homes owned by low-income residents and multi-family properties occupied by low-income tenants. This program provides low interest loans to allow residents to upkeep their homes and remain affordable in the community. All loans are funded through CDBG and managed by the Sr. Housing Rehab Specialist. Loan Fund changes annually due to the revolving nature - loan payments/payback, City adding new CDBG funds, etc.

### Fiscal Impact

The U.S. Department of Housing and Urban Development's (HUD) lead based paint requirements may increase the cost of each rehabilitation project. This may result in fewer projects being completed, given the limited funding available. Project expenditures are funded by program income received during the program year and prior years.

### Funding Sources

Community Development Block Grant Fund

### Plans and Goals

HE - Housing Element - HE-2: Enhanced Housing Conditions and Affordability

### Project Financial Summary

	Project Costs	Revenues	Operating Costs
Prior Actual	3,911,302	208,735	-
2024-25	265,833	-	-
2025-26	100,000	-	-
2026-27	-	-	-
2027-28	-	-	-
2028-29	-	-	-
2029-30	-	-	-
2030-31	-	-	-
2031-32	-	-	-
2032-33	-	-	-
2033-34	-	-	-
2034-35	-	-	-
2035-36	-	-	-
2036-37	-	-	-
2037-38	-	-	-
2038-39	-	-	-
2039-40	-	-	-
2040-41	-	-	-
2041-42	-	-	-
2042-43	-	-	-
2043-44	-	-	-
2044-45	-	-	-
<b>20 Year Total</b>	<b>100,000</b>	<b>-</b>	<b>-</b>
<b>Grand Total</b>	<b>4,277,135</b>	<b>208,735</b>	<b>-</b>

# 812701 - Home Access, Paint, Emergency Repair, and Energy-Efficiency

<b>Originating Year:</b>	2017	<b>Project Type:</b>	CDBG	<b>Department:</b>	150 - Community Development
<b>Planned Completion Year:</b>	Ongoing	<b>Category:</b>	Special	<b>Project Manager:</b>	Jennifer Carloni

## Project Description/Scope/Purpose

This project allocates Community Development Block Grant (CDBG) funds as grants and loans that will provide assistance to approximately 10 low-income households annually. Each applicant is approved based on their financial qualification and managed by the Sr. Housing Rehab Specialist in the Housing Division. These funds are set aside annually out of the City's CDBG allocation and are outlined the Annual Action Plan.

## Project Evaluation and Analysis

This project addresses the priorities and goals described in the Consolidated Plan, specifically, Affordable Housing: Improve housing accessibility, housing conditions, lead-based paint hazard reduction, energy efficiency, and affordability for lower-income households. Each applicant is thoroughly reviewed for income and other qualifications before grants and loans are awarded. All funds are allocated and issued in accordance with U.S. Department of Housing and Urban Development (HUD) requirements.

## Fiscal Impact

This project is contingent on annual U.S. Department of Housing and Urban Development (HUD) Grant Appropriations. This use of CDBG funds is consistent with federal regulations governing use of that fund. Funds will be used for the following activities:

- 1) Home Access - provides grants of up to \$6,500 to retrofit and maintain units occupied by disabled persons;
- 2) Paint Program - provides assistance to homeowners to paint the exterior of their homes;
- 3) Emergency Repair - provides grants of up to \$2,500 for life-threatening building hazards, such as electrical system failures, unsound structures, plumbing system failures, and/or other conditions which could result in an explosion or unsafe situation in the immediate future;
- 4) Energy Efficiency Program - provides dollar for dollar matching grants up to \$5,000 for energy efficiency retrofits.

## Funding Sources

Community Development Block Grant Fund

## Plans and Goals

HE - Housing Element - HE-2: Enhanced Housing Conditions and Affordability

## Project Financial Summary

	Project Costs	Revenues	Operating Costs
Prior Actual	1,125,498	-	-
2024-25	250,000	-	-
2025-26	266,416	-	-
2026-27	50,000	-	-
2027-28	50,000	-	-
2028-29	50,000	-	-
2029-30	50,000	-	-
2030-31	50,000	-	-
2031-32	50,000	-	-
2032-33	50,000	-	-
2033-34	50,000	-	-
2034-35	50,000	-	-
2035-36	50,000	-	-
2036-37	50,000	-	-
2037-38	50,000	-	-
2038-39	50,000	-	-
2039-40	50,000	-	-
2040-41	50,000	-	-
2041-42	50,000	-	-
2042-43	50,000	-	-
2043-44	50,000	-	-
2044-45	50,000	-	-
<b>20 Year Total</b>	<b>1,216,416</b>	<b>-</b>	<b>-</b>
<b>Grand Total</b>	<b>2,591,914</b>	<b>-</b>	<b>-</b>

## 827550 - Outside Group Funding Support [CDBG]

<b>Originating Year:</b>	2017	<b>Project Type:</b>	CDBG	<b>Department:</b>	150 - Community Development
<b>Planned Completion Year:</b>	Ongoing	<b>Category:</b>	Outside Group Funding	<b>Project Manager:</b>	Jennifer Carloni

### Project Description/Scope/Purpose

This project provides the Community Development Block Grant (CDBG) fund allocation to support outside agencies that provide community human service needs. The agencies and the annual funding amount awarded to each agency are allocated by Council each year. All biennial awards are offered in the form of a grant.

### Project Evaluation and Analysis

As a general policy, and based on CDBG funding availability, Council may allocate up to 15% of the grant funds to outside agencies plus a small percentage of any program income. This project addresses the priorities and goals described in the City's Consolidated Plan. Grantees are awarded on a two year cycle and the grants are identified in the Annual Action Plan.

### Fiscal Impact

This project is contingent on annual Department of Housing and Urban Development (HUD) Grant Appropriations and is updated annually based on the funding allocation received by the City. Use of these funds is consistent with federal regulations governing use of CDBG funds. In addition, the City supplements these CDBG funds for Outside Group Funding Support with a General Fund allocation.

### Funding Sources

Community Development Block Grant Fund

### Plans and Goals

HE - Housing Element - HE-5: Equal Housing Opportunities

### Project Financial Summary

	Project Costs	Revenues	Operating Costs
Prior Actual	2,128,512	-	-
2024-25	156,522	-	-
2025-26	156,450	-	-
2026-27	150,000	-	-
2027-28	150,000	-	-
2028-29	150,000	-	-
2029-30	150,000	-	-
2030-31	150,000	-	-
2031-32	150,000	-	-
2032-33	150,000	-	-
2033-34	150,000	-	-
2034-35	150,000	-	-
2035-36	150,000	-	-
2036-37	150,000	-	-
2037-38	150,000	-	-
2038-39	150,000	-	-
2039-40	150,000	-	-
2040-41	150,000	-	-
2041-42	150,000	-	-
2042-43	150,000	-	-
2043-44	150,000	-	-
2044-45	150,000	-	-
<b>20 Year Total</b>	<b>3,006,450</b>	-	-
<b>Grand Total</b>	<b>5,291,484</b>	-	-



## 829560 - Sunnyvale Workforce Development Program-DST

<b>Originating Year:</b>	2012	<b>Project Type:</b>	CDBG	<b>Department:</b>	150 - Community Development
<b>Planned Completion Year:</b>	Ongoing	<b>Category:</b>	Special	<b>Project Manager:</b>	Jennifer Carloni

### Project Description/Scope/Purpose

This project allocates Community Development Block Grant (CDBG) funds to Sunnyvale Community Services, a non-profit corporation. Funds will be used to implement a Sunnyvale Workforce Development Program in partnership with Downtown Streets Team (DST), a non-profit based in Palo Alto. This program will provide job readiness training, job skills training, and job placement for at least fifty low-income individuals who are homeless, recently homeless, or at risk of homelessness in Sunnyvale.

Sunnyvale Community Services has been certified as a Community-Based Development Organization (CBDO) which allows it to apply for CDBG funds for programs that are not subject to the CDBG 15% public services cap. These activities include programs that are designed to increase economic opportunities through job training and placement and other employment support services, including, but not limited to, temporary housing assistance, child care, transportation, and supportive services. This Workforce Development Program qualifies for CDBG funding under this category of activities.

### Project Evaluation and Analysis

This program addresses the Consolidated Plan objective to help people who are currently homeless or at imminent risk of homelessness to obtain employment or other sources of income and adequate support services/networks to obtain housing and achieve stability. Both agencies have a very strong track record and strong organizational capacity, and the program addresses a priority community need.

### Fiscal Impact

This project is contingent on U.S. Department of Housing and Urban Development (HUD) annual grant appropriations. Use of these funds is consistent with federal regulations governing use of CDBG funds. Funds for this program are used to support homeless Sunnyvale residents obtain job training, employment placement services, and case management through two local nonprofit agencies. Funds go towards program operation and administration, in accordance with HUD regulations and the City's funding contract, awarded on an annual basis.

### Funding Sources

Community Development Block Grant Fund

### Plans and Goals

HE - Housing Element - HE-5: Equal Housing Opportunities

### Project Financial Summary

	Project Costs	Revenues	Operating Costs
Prior Actual	4,340,681	-	-
2024-25	511,811	-	-
2025-26	513,534	-	-
2026-27	-	-	-
2027-28	-	-	-
2028-29	-	-	-
2029-30	-	-	-
2030-31	-	-	-
2031-32	-	-	-
2032-33	-	-	-
2033-34	-	-	-
2034-35	-	-	-
2035-36	-	-	-
2036-37	-	-	-
2037-38	-	-	-
2038-39	-	-	-
2039-40	-	-	-
2040-41	-	-	-
2041-42	-	-	-
2042-43	-	-	-
2043-44	-	-	-
2044-45	-	-	-
<b>20 Year Total</b>	<b>513,534</b>	-	-
<b>Grand Total</b>	<b>5,366,026</b>	-	-

## 836670 - Carroll Street Inn Rehabilitation (CDBG)

<b>Originating Year:</b>	2023	<b>Project Type:</b>	CDBG	<b>Department:</b>	150 - Community Development
<b>Planned Completion Year:</b>	2024/25	<b>Category:</b>	Special	<b>Project Manager:</b>	Matt Hazel

### Project Description/Scope/Purpose

The Carroll St. Inn Rehabilitation and Energy Efficiency project will assist an affordable supportive housing community in becoming more energy efficient by replacing its central gas hot water heaters with electric hot water heaters and replacing its hydronic heating system, powered by gas, with Packaged Terminal Air Conditioners, which will be powered by electricity. Carroll St. Inn is fully occupied serving households with special needs and this project supports the community by preserving/upgrading the building to ensure habitability for the long-term. Loan documents were signed in Fall 2024 and the loan is being distributed as a reimbursement based loan. Loan funds started to be awarded in December 2024 and will continue through early 2025.

### Project Evaluation and Analysis

\$490,000 in CDBG funding for 23/24 has been allocated for this project for rehabilitation of an existing affordable housing development in Sunnyvale. The project will comply with all federal funding requirements and will be managed by the Housing Division in the Community Development Department.

### Fiscal Impact

\$490,000 in CDBG funding for 23/24 has been allocated for this project. There is no general fund impact.

### Funding Sources

\$490,000 in CDBG funding for 23/24 has been allocated for this project.

### Plans and Goals

HE - Housing Element - HE-1: Adequate Housing

### Project Financial Summary

	Project Costs	Revenues	Operating Costs
Prior Actual	-	-	-
2024-25	490,000	-	-
2025-26	-	-	-
2026-27	-	-	-
2027-28	-	-	-
2028-29	-	-	-
2029-30	-	-	-
2030-31	-	-	-
2031-32	-	-	-
2032-33	-	-	-
2033-34	-	-	-
2034-35	-	-	-
2035-36	-	-	-
2036-37	-	-	-
2037-38	-	-	-
2038-39	-	-	-
2039-40	-	-	-
2040-41	-	-	-
2041-42	-	-	-
2042-43	-	-	-
2043-44	-	-	-
2044-45	-	-	-
<b>20 Year Total</b>	-	-	-
<b>Grand Total</b>	<b>490,000</b>	-	-

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# OUTSIDE GROUP FUNDING

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## OUTSIDE GROUP FUNDING

The City has funded programs for lower-income and special needs residents for many years through the Human Services Grant program within the Outside Group Funding project category in addition to other community needs. The primary funding source for Human Services Grants is the Community Development Block Grant (CDBG), administered by the Housing Division and discussed in the CDBG project category separately in detail. For many years, the City has supplemented the CDBG funding for the human services program with varying levels of resources from the General Fund.

Outside groups seeking funding for purposes other than human services may request Outside Group Funding by submitting a written request directly to the City department where their services would reside. Staff considers these requests in the context of their operating budgets and currently funded service levels. Staff then makes one of three recommendations to Council: 1) fund the request within the existing budget by reducing or eliminating another service; 2) fund the request using General Fund monies; or 3) do not recommend funding the request.

### MAJOR OUTSIDE GROUP FUNDING PROJECTS

**Outside Group Funding Support (GF).** The City Council set aside \$135,000 annually for Human Services grants across the twenty-year financial plan, but the amount may be adjusted during the budget process. The Housing Division solicits Human Services grant proposals through a competitive Request for Proposals process every other year, and the grants are awarded on a two-year basis, contingent on successful performance during the first year. This project will supplement the \$156,450 in CDBG funding in FY 2025/26.

**Downtown Association.** This project supports the Sunnyvale Downtown Association with an annual allocation of \$100,000 through FY 2028/29, and \$40,000 thereafter. The funding supplements the Business Improvement District revenue and provides special event and enhanced marketing efforts for the downtown area.

**CITY OF SUNNYVALE  
FUNDED / UNFUNDED PROJECTS  
BUDGETED PROJECT COSTS SUMMARY**

**Outside Group Funding Funded  
Projects**

<b>Project</b>	<b>Prior Actual</b>	<b>Current 2024-25</b>	<b>Plan 2025-26</b>	<b>Plan 2026-27</b>	<b>Plan 2027-28</b>	<b>Plan 2028-29</b>	<b>Plan 2029-30</b>	<b>Plan 2030-31</b>	<b>Plan 2031-32</b>	<b>Plan 2032-33</b>	<b>Plan 2033-34</b>	<b>Plan 2034-35</b>	<b>Y11-Y20 Total</b>	<b>Project Life Total</b>
803700 - Leadership Sunnyvale [GF]	132,190	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	60,000	258,190
819720 - Outside Group Funding Support [GF]	1,458,427	135,000	200,000	200,000	135,000	135,000	135,000	135,000	135,000	135,000	135,000	135,000	1,350,000	4,423,427
829620 - Downtown Association	368,616	60,000	100,000	100,000	100,000	100,000	40,000	40,000	40,000	40,000	40,000	40,000	400,000	1,468,616
830630 - Dispute Resolution Services	459,920	50,000	50,000	50,000	50,000	-	-	-	-	-	-	-	-	659,919
836710 - Cyber Security Improvements	128,511	63,663	-	-	-	-	-	-	-	-	-	-	-	192,174
<b>Total Outside Group Funding Funded Projects</b>	<b>2,547,664</b>	<b>314,663</b>	<b>356,000</b>	<b>356,000</b>	<b>291,000</b>	<b>241,000</b>	<b>181,000</b>	<b>181,000</b>	<b>181,000</b>	<b>181,000</b>	<b>181,000</b>	<b>181,000</b>	<b>1,810,000</b>	<b>7,002,327</b>

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## 803700 - Leadership Sunnyvale [GF]

<b>Originating Year:</b>	2010	<b>Project Type:</b>	Outside Group Funding	<b>Department:</b>	130 - Office of City Manager
<b>Planned Completion Year:</b>	Ongoing	<b>Category:</b>	Outside Group Funding	<b>Project Manager:</b>	Michelle Zahraie

### Project Description/Scope/Purpose

Leadership Sunnyvale provides a nine-month intensive public affairs and leadership training program that allows participants to expand their knowledge of issues affecting the community and to enhance the skills needed to become effectively involved in civic and community affairs. The program provides public affairs seminars and leadership skills workshops.

### Project Evaluation and Analysis

Leadership Sunnyvale seeks to develop an expanding base of knowledgeable citizens and civic leaders who are well-equipped to serve the City on boards and commissions, as effective participants and leaders of community organizations. The City has provided General Fund support for Leadership Sunnyvale in accordance with the City's Outside Group Funding guidelines. The leadership training is consistent with the City's Community Vision Goals and Policies.

### Fiscal Impact

This project is funded \$6,000 annually out of General Fund. There are no other costs associated with this project.

There is an in-kind services agreement between the City and SVL (Silicon Valley Leadership). Fiscal obligations: As available, CITY shall provide SVL with appropriate staff for approximately 25-30 hours for online or in person presentations on City-related business. SVL, including current program participants, alumni, staff and/or board members, shall provide, at no cost to the CITY, a minimum of fifty (50) volunteer hours per year to the City. Volunteer activities may include annual City events such as Hands on the Arts and State of the City, as well as community organizations such as Sunnyvale Community Services. SVL shall train two City staff members at a rate of \$800 each to the extent that the City provides staff members to attend.

### Funding Sources

General Fund

### Plans and Goals

CC - Community Character - CC-1: Distinguished City Image

### Project Financial Summary

	Project Costs	Revenues	Operating Costs
Prior Actual	132,190	-	-
2024-25	6,000	-	-
2025-26	6,000	-	-
2026-27	6,000	-	-
2027-28	6,000	-	-
2028-29	6,000	-	-
2029-30	6,000	-	-
2030-31	6,000	-	-
2031-32	6,000	-	-
2032-33	6,000	-	-
2033-34	6,000	-	-
2034-35	6,000	-	-
2035-36	6,000	-	-
2036-37	6,000	-	-
2037-38	6,000	-	-
2038-39	6,000	-	-
2039-40	6,000	-	-
2040-41	6,000	-	-
2041-42	6,000	-	-
2042-43	6,000	-	-
2043-44	6,000	-	-
2044-45	6,000	-	-
<b>20 Year Total</b>	<b>120,000</b>	-	-
<b>Grand Total</b>	<b>258,190</b>	-	-

## 819720 - Outside Group Funding Support [GF]

<b>Originating Year:</b>	2017	<b>Project Type:</b>	Outside Group Funding	<b>Department:</b>	150 - Community Development
<b>Planned Completion Year:</b>	Ongoing	<b>Category:</b>	Outside Group Funding	<b>Project Manager:</b>	Jennifer Carloni

### Project Description/Scope/Purpose

This project provides for the total long-term General Fund allocation to support outside agencies that provide services to address community needs. This funding is specifically designated for human services agencies and is intended to supplement Community Development Block Grant (CDBG) funds allocated to support human services agencies. The agencies, and the annual funding amount awarded to each agency, are allocated by Council every two years, with annual adjustments based on the Priority Needs Setting Hearing every other November. A formal Request for Proposal (RFP) is released for these funds along with the City's CDBG RFP and funds are awarded on a two year contract due to the smaller size of these grants. These funds fill a critical gap for smaller nonprofits without experience in federal funds, or allow them to gain experience with smaller size grants that may not be eligible for federal funding. In addition, this GF supplement helps backfill federal funds which are not increasing over time.

### Project Evaluation and Analysis

This project provides up to \$200,000 annually in support of outside agencies that provide community support. Every two years, the Housing and Human Services Commission (HHSC) holds a "Biennial Review of Priority Needs for Human Services" and Recommendation to City Council would continue to provide an opportunity to adjust the prioritization of these funds and allow for public input regarding the allocation of available CDBG funds. During this review, the HHSC may request additional funding from the Council; should additional funding be awarded, the project budget will be updated. Grants are capped at \$25,000 and are overseen by the Housing Division.

### Fiscal Impact

General Fund support for outside group funding will be allocated every two years to specific projects as identified in the City's HUD Annual Action Plan. These funds supplement Outside Group Funding (OGF) CDBG funds for human services, which are part of the City's annual allocation of CDBG funding. The demand for these grants is always significantly more than the funding availability. In 2024, during Priority Needs Setting on Nov. 12 (24-1133), due to ongoing inflationary costs and increases in agencies' needs, the Council approved increasing these grants to \$200,000 in FY 25/26 and FY 26/27.

### Funding Sources

General Fund

### Plans and Goals

HE - Housing Element - HE-5: Equal Housing Opportunities

### Project Financial Summary

	Project Costs	Revenues	Operating Costs
Prior Actual	1,458,427	-	-
2024-25	135,000	-	-
2025-26	200,000	-	-
2026-27	200,000	-	-
2027-28	135,000	-	-
2028-29	135,000	-	-
2029-30	135,000	-	-
2030-31	135,000	-	-
2031-32	135,000	-	-
2032-33	135,000	-	-
2033-34	135,000	-	-
2034-35	135,000	-	-
2035-36	135,000	-	-
2036-37	135,000	-	-
2037-38	135,000	-	-
2038-39	135,000	-	-
2039-40	135,000	-	-
2040-41	135,000	-	-
2041-42	135,000	-	-
2042-43	135,000	-	-
2043-44	135,000	-	-
2044-45	135,000	-	-
<b>20 Year Total</b>	<b>2,830,000</b>	-	-
<b>Grand Total</b>	<b>4,423,427</b>	-	-

## 829620 - Downtown Association

<b>Originating Year:</b>	2013	<b>Project Type:</b>	Outside Group Funding	<b>Department:</b>	130 - Office of City Manager
<b>Planned Completion Year:</b>	2028/29	<b>Category:</b>	Special	<b>Project Manager:</b>	Christine Velasquez

### Project Description/Scope/Purpose

The purpose of this project is to support promotional special efforts such as special events and an updated visitors guide. As per City Council direction with (Budget Supplement #8) budget adoption on June 23, 2015, this project provides funding for five years in support of the Sunnyvale Downtown Association. In FY 2019/20, an extension was approved for an additional 5 years. A new 5-year cycle begins FY 2024/25, with an approved increase in funding through FY 2028/29.

### Project Evaluation and Analysis

The Sunnyvale Downtown Association requested that the City provide matching funds to augment the revenue they receive from Business Improvement District funding. City Council adopted the budget supplement to support Downtown businesses by providing funding to continue Downtown Sunnyvale events, enhance marketing that includes a website and social media tools along with other marketing materials. This funding continues to support attraction of residents and visitors to Downtown Sunnyvale.

### Fiscal Impact

This project was initially funded at \$30,000 and increased to \$40,000 annually in FY 2019/20 through FY 2023/24. The project budget has been extended until FY 2028/29 at \$60,000 annually and will continue to be funded by the General Fund.

### Funding Sources

General Fund

### Plans and Goals

CC - Community Character - CC-1: Distinguished City Image

### Project Financial Summary

	Project Costs	Revenues	Operating Costs
Prior Actual	368,616	-	-
2024-25	60,000	-	-
2025-26	100,000	-	-
2026-27	100,000	-	-
2027-28	100,000	-	-
2028-29	100,000	-	-
2029-30	40,000	-	-
2030-31	40,000	-	-
2031-32	40,000	-	-
2032-33	40,000	-	-
2033-34	40,000	-	-
2034-35	40,000	-	-
2035-36	40,000	-	-
2036-37	40,000	-	-
2037-38	40,000	-	-
2038-39	40,000	-	-
2039-40	40,000	-	-
2040-41	40,000	-	-
2041-42	40,000	-	-
2042-43	40,000	-	-
2043-44	40,000	-	-
2044-45	40,000	-	-
<b>20 Year Total</b>	<b>1,040,000</b>	-	-
<b>Grand Total</b>	<b>1,468,616</b>	-	-

## 830630 - Dispute Resolution Services

<b>Originating Year:</b>	2014	<b>Project Type:</b>	Outside Group Funding	<b>Department:</b>	150 - Community Development
<b>Planned Completion Year:</b>	2027/28	<b>Category:</b>	Outside Group Funding	<b>Project Manager:</b>	Jennifer Carloni

### Project Description/Scope/Purpose

This project provides one-time funding for dispute resolution and mediation services by an entity qualified to provide such services. The focus of this service is on tenant/landlord disputes, but other types of community disputes would also be accommodated to the extent possible. Sunnyvale has a long tradition of supporting tenant/landlord mediation and dispute resolution services to help local renters and landlords, as well as other community members, resolve disputes in an amicable manner.

### Project Evaluation and Analysis

This project provides an increased level of service to the community by providing dispute resolution services that are frequently requested by residents, property owners and other related agencies. The City has funded an outside agency to provide these services to residents for five years prior to FY 23/24. The contract for five additional years was approved in 23/24 of funding at a rate of \$50,000 per year to continue and expand the service due to increase in need and additional housing support the agency provides the City. This allows Sunnyvale residents to access dispute resolution services for landlord/tenant mediation issues and mobile home park mediation issues.

### Fiscal Impact

The contract for five additional years was approved in 23/24 for \$50,000 annually in GF.

### Funding Sources

General Fund

### Plans and Goals

HE - Housing Element - HE-5: Equal Housing Opportunities

### Project Financial Summary

	Project Costs	Revenues	Operating Costs
Prior Actual	459,920	-	-
2024-25	50,000	-	-
2025-26	50,000	-	-
2026-27	50,000	-	-
2027-28	50,000	-	-
2028-29	-	-	-
2029-30	-	-	-
2030-31	-	-	-
2031-32	-	-	-
2032-33	-	-	-
2033-34	-	-	-
2034-35	-	-	-
2035-36	-	-	-
2036-37	-	-	-
2037-38	-	-	-
2038-39	-	-	-
2039-40	-	-	-
2040-41	-	-	-
2041-42	-	-	-
2042-43	-	-	-
2043-44	-	-	-
2044-45	-	-	-
<b>20 Year Total</b>	<b>150,000</b>	-	-
<b>Grand Total</b>	<b>659,919</b>	-	-

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**City of Sunnyvale**  
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