



SPECIAL MEETING OF THE MILPITAS CITY COUNCIL



AGENDA

TUESDAY, FEBRUARY 18, 2025
BARBARA LEE SENIOR CENTER, 40 N. MILPITAS BLVD,
ROOM 140/141, MILPITAS, CA
4:00 PM

For assistance in the following languages, you may call:

Đối với Việt Nam, gọi 408-586-2400
Para sa Tagalog, tumawag sa 408-586-3051
Para español, llame 408-586-3072

** To access written translation during the meeting, scan the QR Code.*

The City Council meeting is held in the City Council Chamber at City Hall, 455 E. Calaveras Blvd.,
Milpitas and via teleconference/Zoom webinar.
You may watch the Council meeting without providing public comment by accessing it via links here.

Meeting shall be livestreamed - Go to:

Facebook: <https://www.facebook.com/CityofMilpitas/>
YouTube: <https://www.milpitas.gov/youtube>
Web Streaming: <https://www.milpitas.gov/webstreaming>

PUBLIC COMMENT INSTRUCTIONS

Oral public comments may only be provided live during the City Council meeting in person, unless the City Council approves remote public comment. All comments provided shall be limited to three minutes or less as determined by the Mayor. All members of the public will be limited to one comment per agenda item, and one comment for non-agenda items. Members of the public may submit written comments by email to CityClerk@milpitas.gov

The meeting will be streamed via Zoom for viewing purposes only unless the City Council approves remote public comment. To watch via Zoom, please register at:

https://ci-milpitas-ca-gov.zoom.us/webinar/register/WN_j27P-p7MS2GDjmmRoMYB8Q

NOTE: If a member of the public wishes to share any presentation materials for Council consideration, they must be submitted to the Clerk's Office by email to CityClerk@milpitas.gov by 12:00 p.m. on the day of the meeting. No presentations will be accepted in person in the Council Chambers.

MILPITAS CITY COUNCIL CODE OF CONDUCT

- Be respectful and courteous (words, tone, and body language).
- Model civility.
- Avoid surprises.
- Praise publicly and criticize privately.
- Focus on the issue, not the person.
- Refrain from using electronic devices while on the Council dais.
- Disclose conflicts of interest and affiliations related to agenda items.
- Separate governing from campaigning.
- The Council speaks with one voice after making policy on issues.
- Respect the line between policy and administration.
- Council will hold one another accountable to comply with this Code of Conduct.

CALL MEETING TO ORDER by Mayor and ROLL CALL by City Clerk (4:00 PM)

PLEDGE OF ALLEGIANCE

PUBLIC FORUM (4:05 PM)

Members of the public are invited to address the City Council on the agenda item listed below only. Comments will be limited to three minutes or less at the Mayor's discretion. When called to speak, you are encouraged to state your name for the record.

ANNOUNCEMENT OF CONFLICT OF INTEREST AND CAMPAIGN CONTRIBUTIONS

READING OF THE CITY COUNCIL CODE OF CONDUCT

APPROVAL OF AGENDA

AGENDA ITEMS

- 1. Receive a Staff Presentation on the Preliminary FY 2026-35 Ten-Year General Fund Financial Forecast and Provide Feedback on Desired Service Levels to Inform the FY 2025-26 Budget Development (Staff Contact: Luz Cofresí-Howe, Finance Director, 408-586-3111)**

Recommendation: Receive a staff presentation on the Preliminary FY 2026-35 Ten-Year General Fund Financial Forecast and provide feedback on desired service levels to inform the FY 2025-26 Budget development.

ADJOURNMENT

The City Council Regular Meeting will convene in the City Hall Council Chamber at Milpitas City Hall, 455 E. Calaveras Blvd, Milpitas, CA at 7:00 PM. or immediately following the study session, whichever is later.

KNOW YOUR RIGHTS UNDER THE OPEN GOVERNMENT ORDINANCE

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions and other City agencies exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and City operations are open to the people's review. For more information on your rights under the Open Government Ordinance or to report a violation, contact the City Attorney's office at Milpitas City Hall, 455 E. Calaveras Blvd., Milpitas, CA 95035
e-mail: mmutalipassi@milpitas.gov / Phone: 408-586-3040

The Open Government Ordinance is codified in the Milpitas Municipal Code as Title I Chapter 310 and is available online at the City's website www.milpitas.gov by selecting the Milpitas Municipal Code link.

Materials related to an item on this agenda submitted to the City Council after initial distribution of the agenda packet are available for public inspection at the City Clerk's office at Milpitas City Hall, 3rd floor 455 E. Calaveras Blvd., Milpitas and on City website. City Council agendas and related materials can be viewed online: www.milpitas.gov/government/council/agenda_minutes.asp (select meeting date)

APPLY TO SERVE ON A CITY COMMISSION

Commission application forms are available online at www.milpitas.gov or at Milpitas City Hall. Contact the City Clerk's Office at 408-586-3001 for more information.

If you need assistance, per the Americans with Disabilities Act, for any City of Milpitas public meeting, please call the City Clerk at 408-586-3001 or send an e-mail to CityClerk@milpitas.gov prior to the meeting. You may request a larger font agenda.



CITY OF MILPITAS AGENDA REPORT (AR)

Item Title:	Receive a Staff Presentation on the Preliminary FY 2026-35 Ten-Year General Fund Financial Forecast and Provide Feedback on Desired Service Levels to Inform the FY 2025-26 Budget Development (Staff Contact: Luz Cofresi-Howe, Finance Director, 408-586-3111)
Category:	Leadership and Support Services
Meeting Date:	2/18/2025
Recommendation:	Receive a staff presentation on the Preliminary FY 2026-35 Ten-Year General Fund Financial Forecast and provide feedback on desired service levels to inform the FY 2025-26 Budget development.

BACKGROUND:

The City of Milpitas (City) opens the public portion of its annual budget process with a preliminary budget study session with the City Council, typically in January of each year. At the study session, staff presents the preliminary ten-year General Fund Financial Forecast (Forecast), the budget community engagement plan and reports on current prioritization of Council referrals.

ANALYSIS:

In alignment with prior years, staff will begin the Preliminary FY 2025-26 Budget Study Session with the Preliminary FY 2026-35 Ten-Year General Fund Financial Forecast (Forecast). This document serves as a "preliminary base budget," incorporating guidance, methodologies, policies, and service levels reflective of the current fiscal year (FY2024-25). Primary revenue projections are developed with input from subject matter experts and through trend and operational analyses. Expenditure forecasts consider staffing costs based on authorized levels of the current fiscal year, current union contracts, and anticipated increases for medical, pension, and cost-of-living adjustments. City fiscal policies remain in line with FY2024-25 as adopted by City Council, while forecasting methodologies have been refined through staff development of the Forecast over the past several months. The fiscal policies and methodologies may be adjusted during the budget development process or as directed by the Council. The Forecast presentation will also include high level macro- and micro/hyperlocal- economic outlooks, addressing elements such as monetary policy, economic growth, inflation, labor markets, and consumer spending.

Public engagement is an essential component to the City annual budget processes. The City completed the statistically valid community survey by the City survey consultant, Fairbank, Maslin, Maulin, Metz and Associates (FM3) from December 12 to December 30, 2024. FM3 provided a [presentation](#) on the findings of this survey to the City Council on [January 21, 2025](#). There are more opportunities for public engagement as outlined in the following table during the FY 2025-26 budget development cycle.

Date(s)	Major Milestones and Events
✓ December 12-30, 2024	Statistically valid community survey
✓ February 11, 2025	FY 2026-30 Capital Improvement Program (CIP) Study Session
→ February 18, 2025	Budget Study Session – 10-Year General Fund Financial Forecast
• March and April 2025	Open Town Hall Budget Survey
• April 2025	Community Engagement Meeting
• April 15, 2025	FY 2026-30 CIP Budget Adoption – Public Hearing

Date(s)

- April 15, 2025
- May 6, 2025
- June 3, 2025

Major Milestones and Events

User and Regulatory Fee Update – Public Hearing
FY 2025-26 Operating Budget Study Session
FY 2025-26 Operating Budget Adoption – Public Hearing

On [January 10, 2023](#), the City Council approved a [City Council Request Prioritization Policy](#) (Policy) which guides the prioritization process. Per Section 4.4.4 of the Policy, “The City Council shall refer all prioritized workplan items, which require a City Council budget appropriation action to the annual operating or capital improvement program (CIP) budget process.” The last City Council prioritization process was held on [January 21, 2025](#). Items prioritized by the City Council and needing funding resources in the FY 2025-26 operating budget will be discussed further in the staff presentation in the study session. Staff will also share information on previously prioritized items under development that may require additional financial resources in the future.

POLICY ALTERNATIVE(S):

Not applicable

FISCAL IMPACT:

Feedback from the Council on priorities and service levels will be used to develop the Proposed FY 2025-26 Budget. There is no direct fiscal impact in receiving the staff presentation.

CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA):

The action is an administrative and fiscal activity of the City government or an action to create a City government funding mechanism that does not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment and is not a project pursuant to Cal. Code of Regs., tit. 14, § 15378.

RECOMMENDATION:

Receive a staff presentation on the Preliminary FY 2026-35 Ten-Year General Fund Financial Forecast and provide feedback on desired service levels to inform the FY 2025-26 Budget development

ATTACHMENT(S):

None.