CITY MANAGER'S OFFICE

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CITY COUNCIL INFORMATIONAL MEMORANDUM

Date: June 12, 2026

To: Cupertino City Council
From: Kirsten Squarcia, Deputy City Manager

Re: Third Quarterly Update for Year One of the Fiscal Year (FY) 25-27 City Work Program

Background

On March 18, 2025, the City Council approved a list of priority items for inclusion in the FY 2025-2027 City Work Program (CWP). Council added six new projects to the current CWP (Attachment A) at the December 1, 2025, City Council meeting.

City Work Program Updates

Updates for all items are now available on the CWP Dashboard at cupertino.gov/cityworkprogram. These updates are included in this memo as Attachment B, and are also categorized based on progress and summarized below:

Completed

- *5G Ordinance:* This ordinance was adopted in October and went into effect November 2025.
- *Electrification Study:* Staff completed outreach and policy research in 2025 and published an informational memo in January 2026 summarizing policy options informed by community input and legal constraints.
- *Grants Analyst:* Recruitment concluded and a Grants Analyst was hired and onboarded in December 2025.
- *Unhoused Policies:* Staff published an info memo on March 13 outlining the status of homelessness in Cupertino including information on the City's abatement protocol, an overview on assistance programs, the Oversized Vehicle Ordinance, the joint West Valley Cities feasibility study, the County's Community Plan to End Homelessness and other ongoing strategies and next steps that staff will continue to review as part of City operations within the Community Development Department.

In Progress (More than 50% Complete)

- *Financial, Investment, and Cashflow Policy Review:* Staff completed research on other agencies and is currently testing a draft cash flow model. Draft investment policy and cashflow management policies will be finalized later this year after further review by the Finance

Director and City Manager.

- *Preserve Existing and Develop New BMR/ELI Housing:* Staff presented opportunities and strategies on preserving existing BMR housing in June 2025 and in 2026, Council voted to move forward with the Mary Avenue Villas development project at the February 3 City Council meeting. The City Council approved a Disposition and Development Agreement on March 3 and submitted a Low-Income Housing Tax Credit (LIHTC) application to the California Tax Credit Allocation Committee (CTCAC) on April 7. Construction will commence after tax credits are awarded. On May 19, Council approved the execution of a CDBG loan agreement amendment for the Greenwood Court apartments, which extends the affordability terms of the units for an additional 99 years at no cost to the City. Future ELI and BMR projects for Developmentally Disabled Individuals will continue as part of City operations within the Community Development Department.
- *Speed Limit Lowering (AB 43):* Initial speed limit adjustments have been implemented, with Municipal Code amendments pending completion of a citywide study this fall. Ordinance adoption is expected by the end of 2026.
- *Enhance Senior Services:* The City entered into an agreement with Avenidas to provide case management services at the Senior Center and offer targeted programming to support seniors aging in place.
- *Bicycle Facilities:* Staff is assessing the need for future bike racks and is installing the U-shaped bike racks as needed.
- *Art in Public and Private Areas:* Staff is working on bringing this item back to Council for another study session later this year to address feedback from the previous study session in October 2025.
- *City Properties*: Council provided direction to staff at the March 17 City Council meeting to remove the Blesch structure and return it to nature. Staff will return to Council later this year with recommendations on the Stocklmeir property.
- *Small Business Council / Economic Development Committee:* The Economic Development Committee was reinstated and began meeting regularly in November 2025. In April 2026, the Committee approved a work plan that includes forming a subcommittee to develop and launch a Small Business Council focused on regulatory relief.
- *Active Transportation Plan:* Phase 2 work is nearing completion after providing updates to the Bike Ped Commission and the Planning Commission in February. Project updates were presented at the April 7 City Council meeting. Council adoption of the plan is expected in late June or early July 2026.
- *Residential and Mixed-Use Design Standards:* Draft objective design standards are in development and progressing toward Planning Commission and City Council review this fall.
- *Emergency Operations Readiness:* An agreement has been executed with a consultant to update the City's Emergency Operations Plan in July 2026. Recruitment for the Emergency Services Coordinator is complete, and the new staff member will begin onboarding mid-July. Staff conducted the Disaster Council meeting in October 2025 and is anticipating reconvening in June 2026.

In Progress (Less than 50% Complete)

- *Economic Development for Retail and Small Businesses:* Staff continues to research regional best practices for small business permitting and has executed several themed placemaking events to support local commerce and economic vitality. Staff continued outreach to inform local businesses about the new business resource tool.

- *Defensible Impact Fee Nexus Studies:* The Parkland Impact Fee RFP is complete and contract execution with the selected vendor is anticipated for June. BMR Impact Fee RFQ drafting is underway and expected to be published in July.
- *City Hall Annex Renovation (Including EOC):* Design work is underway in preparation for the procurement and construction phases beginning in Fall 2026.
- *City Hall Retrofit:* In December 2025, Council approved the proposed project scope, increased appropriations, and authorized the City Manager to undertake a design-build project delivery method for this project. Procurement to begin later this year.
- *Water Conservation Policies:* Staff located areas of unprogrammed turf that would facilitate pollinator vegetation and is preparing a pilot study to verify appropriate water usage. Preparation of plans for turf conversion are underway in coordination with Sustainability Commission.
- *Urban Forest Program:* RFP preparation is complete and procurement is underway for development of an Urban Forest Master Plan to expand tree canopy and update the City's tree list.
- *Enhanced Notification for SB 330 and Other Projects:* Staff is researching best practices and legal parameters to improve public notification and engagement during the development review process. Staff intends to present recommendations to Planning Commission and Council this fall.
- *Permit Streamlining for Small Home Upgrades:* Staff is comparing existing processes with industry standards and regional practices to identify opportunities to improve permit processing timelines and customer service. Staff will present findings to Planning Commission and Council as a study session this fall after evaluating the potential costs of software updates and materials.

In Progress (New Projects Added December 2025)

- *Memorial Park Study Session:* Staff published an informational memo on February 13, 2026, which provided a status update and presented potential revisions to Council for consideration. This item was also discussed at the March 3 CIP Study Session. Staff will prepare future information as directed by the City Council.
- *Preserving Retail in the City*: Staff looked at other cities for potential ballot measures and did not find any related to preserving retail. In the case of the City of Sunnyvale, they attempted to preserve commercial and retail space through a rezoning ordinance and staff is looking into that process. Staff is aiming to bring this item to Council early next year.
- *Protections for Parkland*: On March 17, Council directed staff to conduct resident polling regarding parkland re-zoning, and on April 7, Council approved budget appropriations for contract work to begin in May. Upon completion of the survey, Council will review results and determine whether to proceed with a ballot measure in fall 2026.
- *Red Light Cameras*: Staff is researching costs, implementation requirements, and operational considerations for installing red-light cameras in Cupertino. Information will be provided in a memo later this year.
- *Housing Site Inventory:* Staff published an informational memo on January 30, 2026, highlighting that the City's Housing Element must be amended to remain compliant with the State's No Net Loss Law. The City executed a contract with PlaceWorks in April to evaluate

options for this item.
- *Public Outreach and Engagement Strategy:* Research and procurement are underway to establish citywide standards for meaningful and consistent community engagement across all City projects.

Cancelled

- *Sign Ordinance:* This item was removed by Council at the December 1, 2025 City Council meeting.

Next Steps

Staff will continue implementing all ongoing items in the FY 2025-2027 CWP. The next quarterly update will be brought to Council in September in order to properly recap the first year of the two-year CWP.

Sustainability Impact

There are no sustainability impacts associated with this update.

Fiscal Impact

There is no fiscal impact related with this informational memorandum. To see the budget for each project and the total funds spent on the entire City Work Program, visit the City Work Program Dashboard.

California Environmental Quality Act

Not applicable.

City Work Program Item/Description

All

Council Goals

All

Prepared by: Andy Schramm, Management Analyst

Reviewed by: Kirsten Squarcia, Deputy City Manager
Floy Andrews, Interim City Attorney

Approved by: Tina Kapoor, City Manager

Attachments:

A – FY 25-27 Adopted City Work Program – Modified December 2025

B – FY 25-27 City Work Program Q3 Dashboard Printout

Final FY 2025-2027 City Work Program

#	Project Title	Project Description	Council Goal	Budget (Not including staff costs)	Project Size	Lead Department(s)	Estimated Timeline
		New Projects - Added March 2025					
1	Economic Development for Retail and Small Businesses	1.1 Streamline permitting process for small businesses 1.2 Retention and recruitment of retail and small businesses: Explore options to support small businesses/startups, fill empty storefronts, and encourage entry of new forms of retail to promote revitalization • Explore more themed events like restaurant week, and other festivals to bring vitality to Cupertino businesses • Improve placemaking in the city and the city's revenue stream	Quality of Life, Fiscal Strategy	$200,000	Large	City Manager's Office	Year 1 start
2	Small Business Council/ Economic Development	1.3 Create a small business council, provide regulatory support. 1.4 Restore the EDC	Quality of Life, Fiscal Strategy	$0	Small	City Manager's Office	Year 1
3	Grants Analyst	1.5 Explore a Grants Analyst Position	Fiscal Strategy	$0	Small	Administrative Services	Year 1
4	Permit Streamlining and Simplification for Small Home Upgrades	Develop a suite of improvements to (1) improve access to, and (2) speed the processing of permits for small home upgrades so as to enhance compliance and improve overall efficiency. Improve turnaround times. Set SLA' s for staff and outsourced reviewers, customer service KPI' s, templates to reduce back and forth, internal staff expertise to reduce consulting expenses.	Quality of Life	$250,000	Medium	Community Development	Year 1 start Year 2 end
5	Financial, Investment, and Cashflow Policy Review	Review and assess the City's investment policy and best practices with an analysis of quarterly treasurers report. Establish a cashflow management policy with the goal to reduce the total percentage in cash from 20% to 2% and to reduce the total percentage in cash and cash-equivalent to at most 10%, on par with other cities.	Fiscal Strategy	$25,000	Small	Administrative Services	Year 1
6	Defensible Impact Fee Nexus Study for Traffic Impact Fee, Retail Impact Fee, BMR Impact Fee, and Parkland Impact Fee	Conduct nexus studies to review a range of impact fees, such as Traffic Impact Fee, Retail Impact Fee, BMR Impact Fee, and Parkland Impact Fee, and other means of offsetting conversion of commercial land uses to residential to ensure the impact fees are defensible against legal challenges.	Fiscal Strategy	$1 Million	Large	City Attorney's Office	Year 2 Start
7	Water Conservation Policies	Reduce irrigation while increasing pollinator supporting vegetation (turf conversion). Optimize irrigation systems including CUSD use agreement sites.	Environmental Sustainability	$250,000	Medium	Public Works	Year 1 start Year 2 end

Final FY 2025-2027 City Work Program

#	Project Title	Project Description	Council Goal	Budget (Not including staff costs)	Project Size	Lead Department(s)	Estimated Timeline
8	Enhance Senior Services	6.1 Due to the high cost of senior centers, many seniors have to "age in place", but do still need services typically provided in senior centers, in addition to common home maintenance. 6.2 Utilizing the survey results conducted in 2022 and 2023 to meet the needs of Cupertino seniors 6.3 Consider consultant services similar to Palo Alto or Saratoga Senior Center to enhance services, while reducing cost to the city. NOTE: Cupertino Age-Friendly could make a presentation on the result of 2023 survey, in collaboration with the city staff. NOTE: Successful Aging Solutions & Community Consulting (SASCC), who runs the Saratoga Senior Center could provide a free gap analysis and feasibility analysis	Quality of Life	$65,000	Large	Parks & Recreation	Year 1 start Year 2 end
9	City Properties: Planning for Optimal Use	Future planning strategies for Stocklmeir house/garages, Blech House, Blue Pheasant. Goal of judicial use of city-owned properties. Investigate potential purchase of CUSD Finch/Phil property. Include the McClellan Barn and the house at the entrance of Blackberry Farm.	Quality of Life	$200,000	Medium	Public Works	Year 1 start Year 2 end
10	5G Ordinance	Prepare an ordinance that regulates small cellular facilities in the public right of way.	Quality of Life	$0	Small	Public Works	Year 1
11	Emergency Operations Readiness	Review fire, earthquake tornado, active shooter, Tsunami, hazardous transport accident policies; and ensure EOC is active and functioning with a permanent position not consultant running the program.	Quality of Life	$40,000	Medium	Parks & Recreation	Year 1 start Beyond for completion.
12	Urban Forest Program	Create an Urban Forest Master Plan that includes an updated and expanded tree list which will increase the number of trees, enhance the City's tree canopy, and promote landscaping throughout the City.	Environmental Sustainability	$250,000 ($110,000 is already allocated for the tree list item under the current CWP.)	Medium	Public Works	Year 1 start Year 2 end
13	Add notifications for SB 330 and other projects during the application and approval process	11.1 Consider a community meeting requirement for any major project application, especially those requiring a general plan amendment, as some other cities have adopted. 11.2 Consider increasing notification radius from 300 feet to 500 feet (or even1000 feet for major projects) for any project application, especially those requiring a general plan amendment. 11.3 Improve notification methods for SB 330 preliminary applications, streamlined projects, not requiring planning/council approval and other projects	Public Engagement and Transparency, Housing	$10,000	Small	Community Development	Year 1 start
14	Unhoused Policies	Determine best practices for limited budget smaller cities to manage the unhoused. Review RV practices in surrounding cities for impacts and potential adoption. Review transitional housing outcomes in surrounding cities. Policies to include nimble contingency plans.	Quality of Life	$100,000	Large	Community Development	Year 1 start Year 2 end

Attachment A - FY 25-27 Adopted City Work Program - Modified December 2025

Final FY 2025-2027 City Work Program

#	Project Title	Project Description	Council Goal	Budget (Not including staff costs)	Project Size	Lead Department(s)	Estimated Timeline
15	City Hall Annex Renovation including the EOC	Implement City Hall Annex renovation (including the EOC).	Quality of Life	$0	Small	Public Works	Year 1
16	City Hall Retrofit	Implement the previously approved 2022 City Hall Retrofit.	Quality of Life	$0	Small	Public Works	Year 1
	Ongoing Projects - Added March 2025						
17	Preserve existing and develop new BMR/ELI Housing	Explore opportunities to preserve existing expiring BMR housing. Develop ELI (Extremely Low Income) and BMR housing units for Developmentally Disabled individuals (IDD) on City-owned property as well as the County-owned sites.	Housing	$238,000	N/A	Community Development	Year 1 start Year 2 end
18	Residential and Mixed Use Residential Design Standards	Create objective design standards for residential projects, including ensuring adequate buffers from neighborhood low-density residential development	Housing, Quality of Life	$240,000	N/A	Community Development	Year 1
19	Speed Limit Lowering (AB 43)	Lower speed limits where feasible pursuant to state adopted Assembly Bill 43	Transportation	$0	N/A	Public Works	Year 1
20	Sign Ordinance	Update Sign Ordinance *CANCELED at December 1, 2025 CC Meeting*	Quality of Life	$200,000 *DEFUNDED*	N/A	Community Development	Year 1 Start, Year 2 end
21	Active Transportation Plan	This item is a consolidation of existing and new transportation efforts aiming to further goals outlined in the City's Vision Zero Initiative, including: 18.1 Review and update the bike plan 18.2 Review and update the pedestrian plan 18.3 Review current Complete Streets Policy and propose adjustments to create a better interface between all modes of transportation	Transportation	$330,000	N/A	Public Works	Year 1
22	Bicycle Facilities	Increase the inventory of bicycle facilities and amenities, such as bike racks, citywide.	Transportation	$50,000	N/A	Public Works	Year 1
23	Art in Public and Private Areas	Revisit Municipal Code Standards for art in public and private development, including the standards in the Municipal Code and developing an Art-in-lieu fee policy.	Quality of Life	$50,000	N/A	Community Development	Year 1
24	Electrification Study	Conduct public outreach, policy research, and coordinate with regional efforts to develop policy options for electrification of Cupertino's buildings in light of recent legal rulings inhibiting certain electrification efforts.	Environmental Sustainability	$50,000	N/A	Public Works	Year 1

Final FY 2025-2027 City Work Program

#	Project Title	Project Description	Council Goal	Budget (Not including staff costs)	Project Size	Lead Department(s)	Estimated Timeline
		New Projects - Added December 2025					
25	Memorial Park Study Session	A study session on Memorial Park and the proposed design. Most people I've spoken to love Memorial Park the way it is now where it is mostly naturally space, rather than one jam packed with stuff in the proposed plan. I hope to consider a minimalist option with upgrade of existing features and only include some low impact features. And reduce the cost. Maybe we might refer it to Parks and Rec Commission to consider options.	Quality of Life	$0	N/A	Public Works	Year 1
26	Preserving Retail in the City	Study session regarding potential ballot measure to protect frontage retail or consider rezoning of mixed-use sites to preserve retail	Quality of Life	$0	N/A	Community Development	Year 1
27	Protections for Parkland	Consider establishing protections for parkland, similar to those adopted by the cities of Sunnyvale and Milpitas	Environmental Sustainability	$475,000 already allocated (includes both Parkland Rezoning and Tax Revenue Ballot Measures for 2026 Midterm Election)	N/A	Administrative Services	Year 1
28	Red Light Cameras	Explore Red Light Cameras in Cupertino	Quality of Life	$0	N/A	Public Works	Year 1
29	Housing Site Inventory	Options for Expanding Housing Element Site Inventory to Address Potential Shortfall in Zoned Capacity	Housing	$660,000 already allocated for contract with PlaceWorks to address No Net Loss requirements.	N/A	Community Development	Year 1
30	Public outreach and engagement strategy	Establish citywide standards to embed meaningful engagement into every city project	Public Engagement and Transparency	$25,000 (Requesting as part of adopted budget for FY 2026-2027)	N/A	City Manager's Office	Year 1 Start, Year 2 end

Economic Development for Retail and Small Businesses (Page 1 of 2)

Fiscal Strategy

1.1 Streamline permitting process for small businesses
1.2 Retention and recruitment of retail and small businesses: Explore options to support small businesses/startups, fill empty storefronts, and encourage entry of new forms of retail to promote revitalization
• Explore more themed events like restaurant week, and other festivals to bring vitality to Cupertino businesses
• Improve placemaking in the city and the city's revenue stream

Details

Estimated Budget	Allocated Budget	Budget Expended / Encumbered	Budget Remaining	Last Updated	Lead Department
$200,000.00	$200,000.00	$6,784.77	$193,215.23	5/28/2026	City Manager's Office

Updates

#	Task	Status	Task Start	Task End	Update	% Completed
1.1	Research	In Progress	7/1/2025	12/31/2026	1.1 Conduct research to identify gaps and challenges in the small business permitting process and explore regional best practices for comparison. 1.2 Explore options to support small businesses/startups, fill empty storefronts, and encourage entry of new forms of retail to promote revitalization.	15.00
1.2	Planning Phase	In Progress	7/1/2025	7/31/2026	1.2 Execute themed events that improve placemaking and local commerce: Dine Out July Fourth, Restaurant Week, The Big Game, Bike to Work Day, and Summer of Celebration.	75.00

Economic Development for Retail and Small Businesses (Page 2 of 2)

Fiscal Strategy

1.1 Streamline permitting process for small businesses
1.2 Retention and recruitment of retail and small businesses: Explore options to support small businesses/startups, fill empty storefronts, and encourage entry of new forms of retail to promote revitalization
• Explore more themed events like restaurant week, and other festivals to bring vitality to Cupertino businesses
• Improve placemaking in the city and the city's revenue stream

Details

Estimated Budget	Allocated Budget	Budget Expended / Encumbered	Budget Remaining	Last Updated	Lead Department
$200,000.00	$200,000.00	$6,784.77	$193,215.23	5/28/2026	City Manager's Office

Updates

#	Task	Status	Task Start	Task End	Update	% Completed
1.3	Procurement Phase	Future	1/1/2027	3/31/2027	1.1 If a permitting software tool is pursued, begin purchasing process.	0.00
1.4	Execution Phase	In Progress	11/1/2025	5/31/2027	1.1 Update procedures and processes and any public handouts, including City website, if a permitting software tool is implemented. 1.2 Deploy a new business resource tool and implement a business license amnesty program to support small businesses and startups while strengthening the City’s revenue stream.	50.00
1.5	Outreach	In Progress	12/1/2025	7/31/2027	1.2 Conduct outreach to inform businesses about new business resource software tool and business license amnesty program.	15.00
1.6	Closing Processes	Future	8/1/2027	8/31/2027	Project will be complete upon the conclusion of the outreach phase.	0.00

Small Business Council / Economic Development

Fiscal Strategy

1.3 Create a small business council, provide regulatory support.
1.4 Restore the Economic Development Committee

Details

Estimated Budget	Allocated Budget	Budget Expended / Encumbered	Budget Remaining	Last Updated	Lead Department
$0.00	$0.00	$0.00	$0.00	5/28/2026	City Manager's Office

Updates

#	Task	Status	Task Start	Task End	Update	% Completed
1.1	Planning Phase	Complete	7/1/2025	8/31/2025	The City Council reinstated the EDC through Ordinance 25-2273, which was approved following a first reading on July 1, 2025, and a second reading on July 15, 2025. The ordinance took effect 30 days later, on August 14, 2025.	100.00
1.2	Outreach	Complete	7/1/2025	10/7/2025	The application period for the EDC closed on September 2, 2025. The City Council conducted interviews on September 15, 2025, and appointed five members representing the following industries: Hospitality/Tourism, Technology, Commercial Real Estate, Education, and Retail/Small Business. On October 7, 2025, the City Council designated a primary and alternate representative from the City Council to the EDC. Information on the EDC and the new appointees can be found on the EDC webpage.	100.00
1.3	Design Phase	Complete	9/15/2025	11/30/2025	A press release announcing the reinstatement of the EDC was issued on September 19, 2025. During the week of September 22, staff facilitated onboarding and orientation activities, which included administration of the oath of office, orientation, establishment of City email accounts, creation of the Committee’s webpage, and completion of other administrative setup tasks.	100.00

Small Business Council / Economic Development (Page 2 of 2)

Fiscal Strategy

1.3 Create a small business council, provide regulatory support.
1.4 Restore the Economic Development Committee

Details

Estimated Budget	Allocated Budget	Budget Expended / Encumbered	Budget Remaining	Last Updated	Lead Department
$0.00	$0.00	$0.00	$0.00	5/28/2026	City Manager's Office

Updates

#	Task	Status	Task Start	Task End	Update	% Completed
1.4	Execution Phase	In Progress	11/15/2025	7/31/2026	The EDC has been actively meeting since November 2025. In April 2026, they approved a work plan that includes forming a subcommittee to help develop and launch a Small Business Council focused on regulatory relief.	50.00
1.5	Closing Processes	Future	8/1/2026	12/31/2026	This project will close out once a Small Business Council is formed to provide regulatory support.	0.00

Grants Analyst

Fiscal Strategy

Explore a Grants Analyst Position

Details

Estimated Budget	Allocated Budget	Budget Expended / Encumbered	Budget Remaining	Last Updated	Lead Department
$0.00	$0.00	$0.00	$0.00	5/28/2026	Administrative Services

Updates

#	Task	Status	Task Start	Task End	Update	% Completed
1.1	Planning Phase	Complete	7/1/2025	7/31/2025	Contacted current list of qualified candidates on the MA list to determine interest. Held selection interviews with qualified candidates and performed reference checks of top candidate.	100.00
1.2	Execution Phase	Complete	8/1/2025	10/31/2025	Did not pursue offer to candidate. Staff pivoted to open recruitment approach for broader candidate outreach; finalized preparation for position posting. Position was posted 9/3 with interviews concluded by the middle of October.	100.00
1.3	Closing Processes	Complete	10/20/2025	12/31/2025	Grants Analyst candidate was offered the position and joined the City during the first week of December 2025.	100.00

Permit Streamlining and Simplification for Small Home Upgrades

Quality of Life

Develop a suite of improvements to (1) improve access to, and (2) speed the processing of permits for small home upgrades so as to enhance compliance and improve overall efficiency. Improve turnaround times. Set SLA's for staff and outsourced reviewers, customer service KPI's, templates to reduce back and forth, internal staff expertise to reduce consulting expenses.

Details

Estimated Budget	Allocated Budget	Budget Expended / Encumbered	Budget Remaining	Last Updated	Lead Department
$250,000.00	$250,000.00	$0.00	$250,000.00	5/28/2026	Community Development

Updates

#	Task	Status	Task Start	Task End	Update	% Completed
1.1	Research	Complete	7/1/2025	2/15/2026	Staff completed exploration of industry standards and surveyed other cities' regional practices.	100.00
1.2	Planning Phase	In Progress	1/3/2026	6/30/2026	Staff is comparing existing processes and finding methods/paths to update. Staff is also identifying potential cost of software update and/or materials.	90.00
1.3	Procurement Phase	In Progress	2/20/2026	9/30/2026	Staff is preparing to present to PC/CC for feedback on research and next steps. If software update and/or new materials are necessary, staff will begin purchasing process.	25.00
1.4	Execution Phase	Future	10/1/2026	12/31/2026	Staff will update procedures and processes, any public handouts, and the City website.	0.00
1.5	Closing Processes	Future	1/1/2027	6/30/2027	Project will be completed once updates have been made.	0.00

Financial, Investment, and Cashflow Policy Review

Fiscal Strategy

Review and assess the City's investment policy and best practices with an analysis of quarterly treasurers report. Establish a cashflow management policy with the goal to reduce the total percentage in cash from 20% to 2% and to reduce the total percentage in cash and cash-equivalent to at most 10%, on par with other cities.

Details

Estimated Budget	Allocated Budget	Budget Expended / Encumbered	Budget Remaining	Last Updated	Lead Department
$25,000.00	$25,000.00	$0.00	$25,000.00	5/28/2026	Administrative Services

Updates

#	Task	Status	Task Start	Task End	Update	% Completed
1.1	Research	Complete	7/1/2025	9/30/2025	1. Investment Policy (IP): Researched other agencies. Additional research still needed for refinement of policy and quarterly report. 2. Cash Flow Policy (CFP): Researched other agencies and began developing a policy and cash flow model.	100.00
1.2	Planning Phase	Complete	7/1/2025	9/30/2025	1. IP: Draft policy is complete and will be finalized after further ASD and CM review. 2. CFP: Draft policy has been created but still being refined before ASD and CM review. Cash flow model is complete and in test.	100.00
1.3	Execution Phase	In Progress	10/1/2025	6/30/2026	1. IP: Complete ASD and CM review, finalize policy. 2. CFP: Complete ASD and CM review, finalize policy.	75.00

Defensible Impact Fee Nexus Study for Traffic Impact Fee, Retail Impact Fee, BMR Impact Fee, and Parkland Impact Fee

Fiscal Strategy

Conduct nexus studies to review a range of impact fees, such as Traffic Impact Fee, Retail Impact Fee, BMR Impact Fee, and Parkland Impact Fee, and other means of offsetting conversion of commercial land uses to residential to ensure the impact fees are defensible against legal challenges.

Details

Estimated Budget	Allocated Budget	Budget Expended / Encumbered	Budget Remaining	Last Updated	Lead Department
$1,000,000.00	$1,000,000.00	$0.00	$1,000,000.00	5/28/2026	City Attorney's Office

Updates

#	Task	Status	Task Start	Task End	Update	% Completed
1.1	Research	In Progress	10/1/2025	11/30/2026	Research impact fees in other cities and legal parameters for each fee.	20.00
1.2	Procurement Phase	In Progress	2/1/2026	7/31/2026	The Parkland Impact Fee Nexus Study contract was delivered to the selected provider in May and execution is expected in June. RFQ for BMR impact fee study is underway along with a range of other impact fee studies. RFQ expected to be published in July 2026. Any additional Impact Fee RFQs will be released in September 2026.	40.00
1.3	Planning Phase	Future	11/30/2026	1/31/2027	Present options and findings to Council and determine next steps.	0.00
1.4	Execution Phase	Future	1/31/2027	5/31/2027	Implement fees as applicable pending Council direction.	0.00
1.5	Closing Processes	Future	5/31/2027	6/30/2027	Project will be completed once updates are made.	0.00

Water Conservation Policies

Environmental Sustainability

1) Reduce irrigation while increasing pollinator supporting vegetation (turf conversion).
2) Optimize irrigation systems including CUSD use agreement sites.

Details

Estimated Budget	Allocated Budget	Budget Expended / Encumbered	Budget Remaining	Last Updated	Lead Department
$250,000.00	$250,000.00	$0.00	$250,000.00	5/28/2026	Public Works

Updates

#	Task	Status	Task Start	Task End	Update	% Completed
1.1	Research	Complete	7/1/2025	11/12/2025	1) Located areas of unprogrammed turf that would facilitate pollinator vegetation. 2) Prepared for pilot study to verify appropriate water usage.	100.00
1.2	Planning Phase	In Progress	10/1/2025	7/31/2026	2) Initiate irrigation pilot study to verify appropriate water usage.	30.00
1.3	Design Phase	In Progress	1/1/2026	6/30/2026	1) Prepare plans for turf conversion. Coordinate effort with Sustainability Commission.	5.00
1.4	Execution Phase	Future	6/30/2026	9/30/2026	1) Convert turf to pollinator vegetation.	0.00
1.5	Closing Processes	Future	7/31/2026	9/30/2026	2) Evaluate pilot irrigation program and establish next steps as necessary.	0.00

Enhance Senior Services

Quality of Life

6.1 Due to the high cost of senior centers, many seniors have to "age in place", but do still need services typically provided in senior centers, in addition to common home maintenance.
6.2 Utilizing the survey results conducted in 2022 and 2023 to meet the needs of Cupertino seniors
6.3 Consider consultant services similar to Palo Alto or Saratoga Senior Center to enhance services, while reducing cost to the city.
NOTE: Cupertino Age-Friendly could make a presentation on the result of 2023 survey, in collaboration with the city staff.
NOTE: Successful Aging Solutions & Community Consulting (SASCC), who runs the Saratoga Senior Center could provide a free gap analysis and feasibility analysis

Details

Estimated Budget	Allocated Budget	Budget Expended / Encumbered	Budget Remaining	Last Updated	Lead Department
$65,000.00	$65,000.00	$51,051.18	$13,948.82	5/28/2026	Parks & Recreation

Updates

#	Task	Status	Task Start	Task End	Update	% Completed
1.1	Research	Complete	7/1/2025	12/31/2025	Worked with SASCC to provide the gap and feasibility analysis and bring together a working group.	100.00
1.2	Outreach	Complete	7/1/2025	12/31/2025	Enhanced marketing efforts for Senior Center and programs.	100.00
1.3	Procurement Phase	Complete	7/1/2025	12/31/2025	Explored potential external agencies to provide services to enhance Senior Services and entered into agreement with Avenidas to provide these services.	100.00
1.4	Planning Phase	In Progress	11/1/2025	6/30/2026	Offer relevant resource presentations. Topics include transportation, aging in place, and mental health.	90.00
1.5	Execution Phase	In Progress	11/6/2025	6/30/2026	Avenidas to provide case management services at the Senior Center.	90.00
1.6	Closing Processes	In Progress	3/1/2026	6/30/2026	Implementation of feasible recommendations from survey will carry over to FY26-27.	50.00

City Properties: Planning for Optimal Use

Quality of Life

Future planning strategies for Stocklmeir house/garages, Blech House, Blue Pheasant. Goal of judicial use of city-owned properties. Investigate potential purchase of CUSD Finch/Phil property. Include the McClellan Barn and the house at the entrance of Blackberry Farm.

Details

Estimated Budget	Allocated Budget	Budget Expended / Encumbered	Budget Remaining	Last Updated	Lead Department
$200,000.00	$200,000.00	$0.00	$200,000.00	5/28/2026	Public Works

Updates

#	Task	Status	Task Start	Task End	Update	% Completed
1.1	Research	Complete	7/1/2025	12/31/2025	Staff looked into various concepts for city properties. Discussions on CUSD/Finch have occurred during closed sessions since September 2025.	100.00
1.2	Planning Phase	In Progress	1/1/2026	10/31/2026	Staff produced a memo with options for City properties in January. Staff is working on a separate memo with options to develop a scope for Stocklmeir property.	50.00
1.3	Execution Phase	In Progress	5/1/2026	10/31/2026	Staff presented study to Council on March 17 and received direction on Blesch project. A separate study will be brought to Council on the Stocklmeir property in the fall.	50.00
1.4	Closing Processes	In Progress	5/1/2026	12/31/2026	Staff will proceed with Blesch project after CIP approval and will consider options for Stocklmeir pending Council direction towards the end of 2026. Completion of these projects will continue as part of the CIP.	40.00

5G Ordinance

Quality of Life

Update 5G Ordinance

Details

Estimated Budget	Allocated Budget	Budget Expended / Encumbered	Budget Remaining	Last Updated	Lead Department
$0.00	$0.00	$0.00	$0.00	5/28/2026	Public Works

Updates

#	Task	Status	Task Start	Task End	Update	% Completed
1.2	Research	Complete	7/1/2022	9/30/2022	Researched 5G ordinance regulations in other cities.	100.00
1.3	Execution Phase	Complete	4/1/2023	10/21/2025	Staff finalized a muni code update based on input from City Council. This update will govern the installation of wireless small cell facilities within the Public Right of Way. This update was adopted at the October 21, 2025 City Council meeting.	100.00
1.4	Closing Processes	Complete	9/30/2025	11/30/2025	This ordinance went into effect on November 20.	100.00

Emergency Operations Readiness

Quality of Life

Review fire, earthquake, tornado, active shooter, tsunami, hazardous transport accident policies; and ensure EOC is active and functioning with a permanent position not consultant running the program.

Details

Estimated Budget	Allocated Budget	Budget Expended / Encumbered	Budget Remaining	Last Updated	Lead Department
$40,000.00	$40,000.00	$0.00	$40,000.00	5/28/2026	City Manager's Office

Updates

#	Task	Status	Task Start	Task End	Update	% Completed
1.1	Research	In Progress	7/1/2025	7/31/2026	Emergency policies have been reviewed in order to assess need for updates. Staff is preparing updates to the Emergency Operation Plan.	60.00
1.2	Planning Phase	Complete	7/1/2025	6/30/2026	Staff developed a plan for potential EOC activation and has concluded recruitment. A new Emergency Services Coordinator will be starting with the City mid-July.	100.00
1.3	Execution Phase	In Progress	9/1/2025	6/30/2026	Updates will be made to Emergency policies as necessary. Staff conducted Disaster Council meeting in October 2025.	60.00
1.4	Closing Processes	Future	7/1/2026	7/31/2026	Project will be completed upon completion of EOP, staffing recruitment, and other potential policy updates.	0.00

Urban Forest Program

Environmental Sustainability

Create an Urban Forest Master Plan that includes an updated and expanded tree list which will increase the number of trees, enhance the City's tree canopy, and promote landscaping throughout the City.

Details

Estimated Budget	Allocated Budget	Budget Expended / Encumbered	Budget Remaining	Last Updated	Lead Department
$250,000.00	$250,000.00	$0.00	$250,000.00	5/28/2026	Public Works

Updates

#	Task	Status	Task Start	Task End	Update	% Completed
1.1	Research	Complete	7/1/2025	11/30/2025	Prepared RFP Documents for Advertising.	100.00
1.2	Procurement Phase	In Progress	11/30/2025	6/30/2026	Review and issue RFP, select consultant, Council award, execute contract.	75.00
1.3	Outreach	Future	7/1/2026	4/30/2027	Prepare Urban Forest Master Plan and solicit public input.	0.00
1.4	Closing Processes	Future	5/1/2027	6/30/2027	Project complete upon acceptance of final plan.	0.00

Add Notifications for SB 330 & Other Projects During the Application & Approval Process

Public Engagement & Transparency

1. Consider a community meeting requirement for any major project application, especially those requiring a general plan amendment, as some other cities have adopted.
2. Consider increasing notification radius from 300 feet to 500 feet (or even 1000 feet for major projects) for any project application, especially those requiring a general plan amendment.
3. Improve notification methods for SB 330 preliminary applications, streamlined projects, not requiring planning/council approval and other projects

Details

Estimated Budget	Allocated Budget	Budget Expended / Encumbered	Budget Remaining	Last Updated	Lead Department
$10,000.00	$10,000.00	$0.00	$10,000.00	5/28/2026	Community Development

Updates

#	Task	Status	Task Start	Task End	Update	% Completed
1.1	Research	In Progress	7/1/2025	6/30/2026	Explore industry standards, regional practices, and legal parameters.	50.00
1.2	Design Phase	In Progress	5/1/2026	10/15/2026	Consider updates and potential PC/CC review.	25.00
1.3	Execution Phase	Future	10/16/2026	11/15/2026	Finalize updates to documents, website, CMC.	0.00
1.4	Closing Processes	Future	11/16/2026	12/31/2026	Project will be completed once updates are finalized.	0.00

Unhoused Policies

Quality of Life

Determine best practices for limited budget smaller cities to manage the unhoused. Review RV practices in surrounding cities for impacts and potential adoption. Review transitional housing outcomes in surrounding cities. Policies to include nimble contingency plans.

Details

Estimated Budget	Allocated Budget	Budget Expended / Encumbered	Budget Remaining	Last Updated	Lead Department
$100,000.00	$100,000.00	$50,000.00	$50,000.00	5/28/2026	Community Development

Updates

#	Task	Status	Task Start	Task End	Update	% Completed
1.2	Research	Complete	10/1/2024	2/15/2026	The City of Cupertino has joined with other West Valley Cities to jointly study opportunities to address issues faced by the unhoused and will execute a group contract with GoodCity to conduct the study. The Needs Analysis portion of the study is complete and the feasibility portion was released in February 2026.	100.00
1.3	Procurement Phase	Complete	10/1/2024	4/2/2025	The City Manager was authorized to sign a Memorandum of Understanding to execute the agreement to join the West Valley Cities joint feasibility study during the April 2, 2025 City Council meeting.	100.00
1.4	Execution Phase	Complete	6/30/2025	11/30/2025	On July 15, 2025, policies on oversized parking and RVs were considered by the City Council. An ordinance was presented for first reading on Sep 3, 2025 and adopted on Sep 16, 2025. Outreach to RV residents was coordinated with WVCS and Sheriff's Office prior to enaction on Oct 16, 2025.	100.00
1.5	Closing Processes	Complete	11/30/2025	5/31/2026	Upon completion, the results of the feasibility study were included in a City Council Informational Memo published on March 13, 2026. The informational memo also considers other policies related to oversized vehicles and encampment policies. Additional follow up items can be scheduled for study session at the Council's discretion.	100.00

City Hall Annex Renovation including the EOC

Quality of Life

Implement the City Hall Annex Renovation (including the EOC)

Details

Estimated Budget	Allocated Budget	Budget Expended / Encumbered	Budget Remaining	Last Updated	Lead Department
$0.00	$0.00	$0.00	$0.00	5/28/2026	Public Works

Updates

#	Task	Status	Task Start	Task End	Update	% Completed
1.1	Design Phase	In Progress	7/1/2025	8/31/2026	Dialog Consulting to complete design drawings for City Hall Annex and future EOC.	70.00
1.2	Procurement Phase	Future	9/1/2026	12/31/2026	Procure contractor for City Hall Annex Renovation.	0.00
1.3	Execution Phase	Future	10/1/2026	7/1/2027	Renovation for City Hall Annex will begin in fall 2026.	0.00
1.4	Closing Processes	Future	7/1/2027	8/31/2027	The completion of the City Hall annex is scheduled for mid-2027.	0.00

City Hall Retrofit

Quality of Life

Implement the previously approved 2022 City Hall Retrofit

Details

Estimated Budget	Allocated Budget	Budget Expended / Encumbered	Budget Remaining	Last Updated	Lead Department
$0.00	$0.00	$0.00	$0.00	5/28/2026	Public Works

Updates

#	Task	Status	Task Start	Task End	Update	% Completed
1.1	Outreach	Complete	7/1/2025	12/16/2025	Held City Hall study session for City Hall Retrofit discussion.	100.00
1.2	Planning Phase	Complete	12/16/2025	12/16/2025	Council approved the proposed project scope, increased appropriations, and authorized the City Manager to undertake a design-build project delivery method for this project.	100.00
1.3	Procurement Phase	In Progress	2/1/2026	11/30/2026	Prepare RFP documents for design of City Hall Retrofit, procure consultant, execute contract.	5.00
1.4	Design Phase	In Progress	2/16/2026	2/15/2027	Prepare design drawing for City Hall Retrofit Project.	5.00
1.5	Execution Phase	Future	10/1/2026	7/1/2027	Construction of retrofit improvements will begin in early 2027.	0.00
1.6	Closing Processes	Future	7/1/2027	5/1/2029	Retrofit improvements are tentatively scheduled for completion summer 2029.	0.00

Preserve existing and develop new BMR/ELI Housing (Page 1 of 2)

Housing

Explore opportunities to preserve existing expiring BMR housing. Develop ELI (Extremely Low Income) and BMR housing units for Developmentally Disabled individuals (IDD) on City-owned property as well as the County-owned sites.

Details

Estimated Budget	Allocated Budget	Budget Expended / Encumbered	Budget Remaining	Last Updated	Lead Department
$238,000.00	$238,000.00	$173,837.00	$64,163.00	5/28/2026	Community Development

Updates

#	Task	Status	Task Start	Task End	Update	% Completed
1.2	Research	Complete	7/1/2019	10/30/2019	Researched need for ELI developmentally disabled housing and moderate income housing and determined possible City locations.	100.00
1.3	Planning Phase	Complete	7/1/2021	8/16/2022	Scoped affordable housing project with non-profits/developers and worked with Public Works to determine feasibility of project on City sites. Had Council study session March 15. RFP was released in August.	100.00
1.4	Procurement Phase	Complete	2/9/2021	4/15/2025	Two responses to the NOFA were received in Feb 2025 for the Mary Ave and Wolf Rd projects. On Mar 27, 2025 the Housing Commission recommended providing funding assistance to both projects. On April 15, Council approved funding for both projects.	100.00
1.5	Design Phase	Complete	12/19/2024	9/30/2025	Staff studied opportunities for preserving expiring BMR housing and presented options. Preserving BMRs through acquisition was found to be infeasible with current BMR funds. BMR Anti-Displacement policy: priority replacement on the waitlist passed on June 15, 2025. Mary Ave Villas submitted development application and study session was held in July.	100.00

Preserve existing and develop new BMR/ELI Housing (Page 2 of 2)

Housing

Explore opportunities to preserve existing expiring BMR housing. Develop ELI (Extremely Low Income) and BMR housing units for Developmentally Disabled individuals (IDD) on City-owned property as well as the County-owned sites.

Details

Estimated Budget	Allocated Budget	Budget Expended / Encumbered	Budget Remaining	Last Updated	Lead Department
$238,000.00	$238,000.00	$173,837.00	$64,163.00	5/28/2026	Community Development

Updates

#	Task	Status	Task Start	Task End	Update	% Completed
1.6	Execution Phase	Complete	1/31/2023	2/15/2026	Developer completed community outreach efforts and submitted application. City Council has authorized $4 million in funding for the development. City Council approved the Architectural and Site Approval Permit and the Disposition and Development Agreement in February. In March 2026, Council also approved the vacation of public right of way and declared the land to be exempt surplus land under the Surplus Land Act.	100.00
1.7	Closing Processes	Complete	9/30/2025	4/7/2026	Low Income Housing Tax Credit Application was submitted to CTCAC on April 7, 2026. Construction will commence after tax credits are awarded. This portion of the project is now complete and future ELI and BMR projects for Developmentally Disabled Individuals will continue as part of City operations.	100.00
1.8	Execution Phase	In Progress	7/1/2025	6/30/2026	On May 19, 2026, City Council approved the execution of a CDBG loan agreement amendment to extend an existing loan at the Greenwood Court apartments. The amendment extends the affordability terms of the units for an additional 99 years at no additional cost to the City.	90.00

Residential and Mixed Use Residential Design Standards FY 23

Quality of Life

Create objective design standards for residential projects, including ensuring adequate buffers from neighborhood low-density residential development

Details

Estimated Budget	Allocated Budget	Budget Expended / Encumbered	Budget Remaining	Last Updated	Lead Department
$240,000.00	$240,000.00	$80,834.00	$159,166.00	5/28/2026	Community Development

Updates

#	Task	Status	Task Start	Task End	Update	% Completed
1.2	Procurement Phase	Complete	10/9/2020	4/30/2024	RFP sent out in Oct 2020. Proposals evaluated and RRM Design Group was selected for this project, but was put on hold in October 2023. RRM Design Group contract terminated in late 2023. Council approved a new agreement with Placeworks in April 2024.	100.00
1.3	Outreach	Complete	12/1/2024	12/31/2025	A community meeting was held on 2/10/2025 in hybrid format to discuss why the City needs objective standards, how they are different from subjective standards and how the community can continue to engage on this subject. Over 20 participants were in attendance.	100.00
1.4	Design Phase	In Progress	7/31/2025	8/31/2026	Prepare and review draft documents internally.	50.00
1.5	Execution Phase	In Progress	9/1/2025	10/31/2026	Project review and approval by Planning Commission and City Council.	25.00
1.6	Closing Processes	Future	11/1/2026	11/30/2026	Complete project, publish final documents on website, etc.	0.00

Speed Limit Lowering (AB 43)

Transportation

Lower speed limits where feasible pursuant to state adopted Assembly Bill 43.

Details

Estimated Budget	Allocated Budget	Budget Expended / Encumbered	Budget Remaining	Last Updated	Lead Department
$0.00	$0.00	$0.00	$0.00	5/28/2026	Public Works

Updates

#	Task	Status	Task Start	Task End	Update	% Completed
1.1	Planning Phase	Complete	7/1/2024	7/1/2024	Staff completed studies on designated corridors with potentially high concentration of bikes and peds due to recent bike or ped related improvements (Blaney, Bubb, Mary, Prospect, McClellan).	100.00
1.2	Execution Phase	Complete	7/1/2024	12/31/2024	Staff made adjustment of posted speed limits in the field for initial streets listed above.	100.00
1.3	Closing Processes	In Progress	1/1/2025	12/31/2026	Municipal Code amendments to be adopted upon completion of a proposed City-wide study. Study to be completed Fall 2026 with ordinance adoption before end of 2026.	30.00

Active Transportation Plan

Transportation

This item is a consolidation of existing and new transportation efforts aiming to further goals outlined in the City's Vision Zero Initiative, including:
1) Review and update the bike plan
2) Review and update the pedestrian plan
3) Review current Complete Streets Policy and propose adjustments to create a better interface between all modes of transportation

Details

Estimated Budget	Allocated Budget	Budget Expended / Encumbered	Budget Remaining	Last Updated	Lead Department
$330,000.00	$330,000.00	$322,396.88	$7,603.12	5/28/2026	Public Works

Updates

#	Task	Status	Task Start	Task End	Update	% Completed
1.1	Procurement Phase	Complete	7/1/2024	12/31/2024	Agreement executed December 2024.	100.00
1.2	Execution Phase	In Progress	1/1/2025	7/31/2026	Phase 1 is complete, Phase 2 is underway with updates presented to BPC and the Planning Commission in February. An update was presented to the City Council at the April 7, 2026 Council meeting where Council provided support for the adoption of the new scoring criteria.	80.00
1.3	Closing Processes	Future	6/15/2026	7/31/2026	City Council adoption of plan expected late June or early July 2026.	0.00

Bicycle Facilities FY 23

Transportation

Increase the inventory of bicycle facilities and amenities, such as bike racks, citywide.

Details

Estimated Budget	Allocated Budget	Budget Expended / Encumbered	Budget Remaining	Last Updated	Lead Department
$50,000.00	$50,000.00	$8,000.00	$42,000.00	5/28/2026	Public Works

Updates

#	Task	Status	Task Start	Task End	Update	% Completed
1.2	Research	Complete	10/5/2022	2/15/2023	Staff completed research on bike rack and installation requirements	100.00
1.3	Outreach	Complete	10/19/2022	4/16/2025	Staff gathered feedback and recommendations from commissions	100.00
1.4	Planning Phase	Complete	9/4/2023	4/30/2025	BPC Subcommittee and Rotary finalized locations for bike racks at parks.	100.00
1.5	Execution Phase	Complete	5/1/2025	3/31/2026	Decorative bike racks purchased by Rotary, have been installed.	100.00
1.6	Execution Phase	In Progress	3/31/2026	12/31/2026	U-shape racks to be purchased and installed imminently. Locations for U-shape rack installations being investigated.	20.00
1.7	Closing Processes	Future	12/31/2026	12/31/2026	Project will be complete once bike racks are installed.	0.00

Art in Public and Private Areas

Quality of Life

Revisit Municipal Code standards for art in public and private development, including the standards in the Municipal Code and developing an Art-in-lieu fee policy.

Details

Estimated Budget	Allocated Budget	Budget Expended / Encumbered	Budget Remaining	Last Updated	Lead Department
$50,000.00	$50,000.00	$0.00	$50,000.00	5/28/2026	Community Development

Updates

#	Task	Status	Task Start	Task End	Update	% Completed
1.1	Research	Complete	1/30/2024	8/31/2024	CIP and CDD staff completed the research phase by examining multiple Bay Area jurisdictions.	100.00
1.2	Outreach	Complete	9/1/2024	5/31/2025	Study session held at the 9/23/24 Arts and Culture Commission. Staff will return in early 2025 with modifications to the existing policy and Municipal Code for the Commission's review. Staff will engage with SVCREATES to review Commission recommendation.	100.00
1.3	Execution Phase	In Progress	5/19/2025	9/30/2026	Arts and Culture Commission finalized recommendations in Spring 2025. Afterwards, these recommendations were brought to the City Council for a First and Second Reading. Last revision approved by ACC on July 28, 2025. Planning Commission reviewed on September 23, 2025. CC conducted a study session on October 21, 2025.	75.00
1.4	Closing Processes	Future	9/30/2026	12/31/2026	Muni Code will be updated based on Council direction.	0.00

Electrification Study

Environmental Sustainability

Conduct public outreach, policy research, and coordinate with regional efforts to develop policy options for electrification of Cupertino's buildings in light of recent legal rulings inhibiting certain electrification efforts.

Details

Estimated Budget	Allocated Budget	Budget Expended / Encumbered	Budget Remaining	Last Updated	Lead Department
$50,000.00	$50,000.00	$38,699.70	$11,300.30	5/28/2026	Public Works

Updates

#	Task	Status	Task Start	Task End	Update	% Completed
1.2	Research	✓ Complete	1/31/2024	6/1/2025	Staff has completed research and coordination with neighboring jurisdictions about policy options for new buildings. Policy options for existing buildings are currently being assessed in partnership with regional jurisdictions and contractors.	100.00
1.3	Outreach	✓ Complete	8/1/2024	7/31/2025	Workshops and stakeholder calls with local businesses on existing building policies have been completed. Residential outreach campaign and survey in progress with support from a contractor.	100.00
1.4	Execution Phase	✓ Complete	5/1/2024	4/30/2025	Due to recent legal rulings, a Reach Code replacement for new building electrification was approved by Council in September 2024. The code became effective in April 2025, following CEC and CBSC approval.	100.00
1.5	Planning Phase	✓ Complete	3/1/2025	1/30/2026	Staff published an info memo in January detailing draft policy options for buildings electrification based on community feedback and regional efforts.	100.00

Memorial Park Study Session

Quality of Life

A study session on Memorial Park and the proposed design. Most people I've spoken to love Memorial Park the way it is now where it is mostly naturally space, rather than one jam packed with stuff in the proposed plan. I hope to consider a minimalist option with upgrade of existing features and only include some low impact features. And reduce the cost. Maybe we might refer it to Parks and Rec Commission to consider options.

Details

Estimated Budget	Allocated Budget	Budget Expended / Encumbered	Budget Remaining	Last Updated	Lead Department
$0.00	$0.00	$0.00	$0.00	5/28/2026	Public Works

Updates

#	Task	Status	Task Start	Task End	Update	% Completed
1.1	Execution Phase	In Progress	1/1/2026	6/30/2026	Staff published an info memo on February 13, 2026 outlining staff's recommendation regarding recent suggestions to revise the plan to reduce its overall estimated cost. This item was also discussed at the March 3 CIP Study Session. Staff will prepare future information as directed by the City Council.	80.00
1.2	Closing Processes	Future	7/1/2026	10/31/2026	Project will be completed after information is provided to the City Council.	0.00

Preserving Retail in the City

Quality of Life

Study session regarding potential ballot measure to protect frontage retail or consider rezoning of mixed-use sites to preserve retail

Details

Estimated Budget	Allocated Budget	Budget Expended / Encumbered	Budget Remaining	Last Updated	Lead Department
$0.00	$0.00	$0.00	$0.00	5/28/2026	City Manager's Office

Updates

#	Task	Status	Task Start	Task End	Update	% Completed
1.1	Research	In Progress	12/1/2025	1/31/2027	Staff looked at other cities for potential ballot measures and did not find any related to preserving retail. In the case of the City of Sunnyvale, they attempted to preserve commercial and retail space through an ordinance and staff is looking into that process.	5.00
1.2	Planning Phase	Future	2/1/2027	4/30/2027	Bring a study session to Council and determine next steps.	0.00
1.3	Execution Phase	Future	5/1/2027	12/1/2027	Draft ordinance to preserve retail and return to Council for consideration at a public hearing.	0.00
1.4	Closing Processes	Future	12/1/2027	12/31/2027	Project complete once Council adopts an ordinance to preserve retail or provides direction to conclude the project.	0.00

Protections for Parkland

Environmental Sustainability

Consider establishing protections for parkland, similar to those adopted by the cities of Sunnyvale and Milpitas

Details

Estimated Budget	Allocated Budget	Budget Expended / Encumbered	Budget Remaining	Last Updated	Lead Department
$475,000.00	$475,000.00	$0.00	$475,000.00	5/28/2026	Public Works

Updates

#	Task	Status	Task Start	Task End	Update	% Completed
1.1	Outreach	Complete	12/1/2025	1/31/2026	Council held a Study Session on January 13, 2026 Regarding Potential Ballot Measure on Parkland Rezoning Considerations.	100.00
1.2	Research	Complete	1/15/2026	2/28/2026	Staff looked into state law protections analyzing current zoning, and evaluating process and costs for a potential November 2026 Ballot Measure. Informational memo published on February 13, 2026.	100.00
1.3	Execution Phase	Complete	3/1/2026	4/30/2026	On March 17, Council directed staff to conduct polling on parkland re-zoning, and on April 7, Council approved budget appropriations for contract work to begin.	100.00
1.4	Procurement Phase	Complete	3/1/2026	3/30/2026	Staff executed a contract to begin polling and receive ballot measure support services.	100.00
1.5	Planning Phase	In Progress	3/17/2026	6/30/2026	Consultants are drafting a survey that will occur in Spring 2026.	50.00
1.6	Closing Processes	Future	7/1/2026	7/31/2026	Council will review survey results and determine whether to proceed with a ballot measure.	0.00

Red Light Cameras

Quality of Life

Explore Red Light Cameras in Cupertino

Details

Estimated Budget	Allocated Budget	Budget Expended / Encumbered	Budget Remaining	Last Updated	Lead Department
$0.00	$0.00	$0.00	$0.00	5/28/2026	Public Works

Updates

#	Task	Status	Task Start	Task End	Update	% Completed
1.1	Research	In Progress	1/1/2026	7/30/2026	Explore the cost to implement and maintain a red light camera enforcement system.	10.00
1.2	Execution Phase	Future	7/31/2026	8/31/2026	Staff will provide the information gathered to City Council.	0.00
1.3	Closing Processes	Future	8/31/2026	9/30/2026	Project will conclude once information has been provided to City Council.	0.00

Housing Site Inventory

Housing

Options for Expanding Housing Element Site Inventory to Address Potential Shortfall in Zoned Capacity

Details

Estimated Budget	Allocated Budget	Budget Expended / Encumbered	Budget Remaining	Last Updated	Lead Department
$660,000.00	$660,000.00	$0.00	$660,000.00	5/28/2026	Community Development

Updates

#	Task	Status	Task Start	Task End	Update	% Completed
1.1	Procurement Phase	Complete	12/16/2025	4/10/2026	Contract signed and consultant (PlaceWorks) secured.	100.00
1.2	Planning Phase	In Progress	4/11/2026	8/1/2026	Identify strategies on upzoning.	50.00
1.3	Outreach	In Progress	1/1/2026	3/31/2027	Stakeholder outreach, Planning Commission, Housing Commission and Council outreach.	10.00
1.4	Design Phase	Future	8/1/2026	12/31/2026	Put together updated sites list etc. for input.	0.00
1.5	Execution Phase	Future	6/1/2026	12/31/2026	PC meetings, CC meetings, CEQA etc.	0.00
1.6	Closing Processes	Future	1/1/2027	3/31/2027	HCD review and adoption.	0.00

Public Outreach and Engagement Strategy

Public Engagement and Transparency

Establish citywide standards to embed meaningful engagement into every city project

Details

Estimated Budget	Allocated Budget	Budget Expended / Encumbered	Budget Remaining	Last Updated	Lead Department
$25,000.00	$25,000.00	$0.00	$25,000.00	5/28/2026	City Manager's Office

Updates

#	Task	Status	Task Start	Task End	Update	% Completed
1.1	Research	In Progress	1/20/2026	7/1/2026	Staff examining current engagement processes within the City and best practices in other public agencies to establish standards for effective project outreach.	20.00
1.2	Procurement Phase	In Progress	5/1/2026	6/30/2026	Staff soliciting bids from various vendors to support this effort with the aim to execute a contract by end of June 2026.	15.00
1.3	Outreach	Future	7/1/2026	9/15/2026	Staff will work with contractor to organize and administer a survey targeting resident responses, which will be promoted for at least 30 days.	0.00
1.4	Execution Phase	Future	9/15/2026	10/19/2026	Staff will present a report to Council on proposed outreach strategies and draft policy.	0.00
1.5	Closing Processes	Future	10/20/2026	12/1/2026	Staff will implement policy once adopted by Council.	0.00

Sign Ordinance

Quality of Life

Update Sign Ordinance.

Details

Estimated Budget	Allocated Budget	Budget Expended / Encumbered	Budget Remaining	Last Updated	Lead Department
$25,000.00	$25,000.00	$0.00	$25,000.00	5/28/2026	Community Development

Updates

#	Task	Status	Task Start	Task End	Update	% Completed
1.1	Closing Processes	Canceled	7/1/2025	12/1/2025	At the December 1 City Council meeting, Council voted to remove this project from the City Work Program to accommodate the addition of other items.	0.00