City Council Agenda

City of Campbell, 70 N. First St., Campbell, California

NOTE: This City Council Regular meeting will be conducted in person as well as telecommunication and is compliant with provisions of the Brown Act.

The City Council meeting will be live-streamed on Channel 26 (Xfinity) or Channel 88 (Direct TV), the City's website and on YouTube https://www.youtube.com/user/CityofCampbell for those who only wish to view the meeting.

Those members of the public wishing to provide public comment virtually are asked to register in advance at: https://www.campbellca.gov/signup. After registering, you will receive a confirmation email containing information about joining the meeting. Members of the public may attend the meeting in person at Campbell City Hall - Council Chambers.

Public comment will also be accepted via email at ClerksOffice@campbellca.gov until 3:00p.m. prior to the start of the meeting. Written comments will be posted on the website and distributed to the Council. If you choose to email your comments, please indicate in the subject line "FOR PUBLIC COMMENT" and indicate the item number.

REGULAR MEETING OF THE CAMPBELL CITY COUNCIL
Tuesday, March 18, 2025 – 7:00 p.m.
City Hall Council Chamber – 70 N. First Street

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

SPECIAL PRESENTATIONS AND PROCLAMATIONS

1. **Proclamation Declaring the Month of March 2025 as "American Red Cross Month" in the City of Campbell**
   Recommended Action: That the City Council authorize the Mayor to proclaim the month of March 2025 as "American Red Cross Month" in the City of Campbell.

COMMUNICATIONS AND PETITIONS

ORAL REQUESTS
NOTE: This portion of the meeting is reserved for persons wishing to address the City Council on any matter not on the agenda. Persons wishing to address the Council are requested, but not required to complete a Speaker's Card. Speakers are limited to two (2) minutes. The law generally prohibits the Council from discussion or taking action on such items. However, the Council may instruct staff accordingly regarding Oral Requests.

COUNCIL ANNOUNCEMENTS

CONSENT CALENDAR

NOTE: All matters listed under consent calendar are considered by the City Council to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a request is made by a member of City Council, City staff, or a member of the public. Any person wishing to speak on any item on the consent calendar should ask to have the item removed from the consent calendar prior to the time the Council votes to approve. If removed, the item will be discussed in the order in which it appears.

2. **Minutes of City Council Study Session Meeting of March 4, 2025**
   Recommended Action: Approve the study session meeting minutes of March 4, 2025.

3. **Minutes of City Council Regular Meeting of March 4, 2025**
   Recommended Action: Approve the regular meeting minutes of March 4, 2025.

4. **Approving Bills and Claims**
   Recommended Action: Approve the bills and claims in the amount of $1,050,241.51.

5. **Approval of Budget Adjustments for Bike/Pedestrian Traffic Safety Improvements Projects 23-JJ & 24-JJ (Resolution/Roll Call Vote)**
   Recommended Action: That the City Council adopt a resolution approving budget adjustments for the Bike/Pedestrian Traffic Safety Projects 23-JJ and 24-JJ.

6. **Second Reading of Ordinance 2324 Approving a Major Planned Development Permit Modification for the Property Located at 480 E. Hamilton Ave (Ordinance/Roll Call Vote)**
   Recommended Action: That the City Council take second reading to adopt Ordinance 2324 Approving a Major Planned Development Permit Modification for the Property Located at 480 E. Hamilton Ave.

7. **Awarding a Contract and Authorizing the City Manager to Execute a Consultant Services Agreement with Mithun Inc. for the Completion of the Hamilton Avenue Public Improvement Plan. (Resolution/Roll Call Vote)**
   Recommended Action: Adopt a Resolution, approving a contract and authorizing the City Manager to execute a consultant services agreement with Mithun Inc. for the completion of the Hamilton Avenue Public Improvement Plan, and initiating a corresponding budget adjustment.

8. **Commending Todd Capurso for Close to Twelve Years of Service with the City of Campbell Upon His Retirement (Resolution/Roll Call Vote)**
   Recommended Action: That the City Council adopt a resolution commending Todd Capurso for close to twelve years of outstanding service to the City of Campbell.

PUBLIC HEARINGS AND INTRODUCTION OF ORDINANCES

NOTE: Members of the public may be allotted up to two (2) minutes to comment on any public hearing item. Applicants/Appellants and their representatives may be allotted up to a total of five (5) minutes for opening statements and up to a total of three (3) minutes maximum for

closing statements. Items requested/recommended for continuance are subject to Council's consent at the meeting.

9. **Public Hearing to Consider Adoption of an Ordinance to Extend Interim Ordinance No. 2322 Related to Accessory Dwelling Units (ADUs) and Junior Accessory Dwelling Units (JADUs) to Implement Recent Feedback and Direction from the California Department of Housing and Community Development (HCD) and Recent Legislative Updates (SB 1211 & AB 2533) (Ordinance/Roll Call Vote)**
   Recommended Action: It is recommended that the City Council adopt an ordinance to extend Interim Ordinance No. 2322 related to Accessory Dwelling Units (ADUs) and Junior Accessory Dwelling Units (JADUs) to implement recent feedback and direction from the California Department of Housing and Community Development (HCD) and recent legislative updates (SB 1211 & AB 2533).

10. **Public Hearing to Consider the Adoption of an Interim Ordinance Establishing Urgency Measures to Implement a Temporary Moratorium on the Issuance of Tobacco Retailer Permits at New Locations in the City (Ordinance/Roll Call Vote)**
    Recommended Action: Adopt an Interim Ordinance, establishing urgency measures to implement a Temporary Moratorium on the issuance of Tobacco Retailer Permits at new locations in the City.

11. **Ordinance Revising Campbell Municipal Code Chapters 8.38 and 8.40 to Allow Delivery of Lawful Cannabis Products to All Adults in the City of Campbell and Making Other Non-Substantive Changes in Conformance with State Law.**
    Recommended Action: That the City Council introduce the ordinance for first reading deleting Campbell Municipal Code Chapter 8.38 and modifying Chapter 8.40 to allow delivery of lawful cannabis products to all adults in the City of Campbell, and making non-substantive changes to conform with State Law, as well as deleting the reference to Chapter 8.38 from Municipal Code section 6.10.020.

NEW BUSINESS

12. **Acceptance of Board and Commission Work Plans**
    Recommended Action: Accept work plans from the following City Council commissions and boards related to Fiscal Year 2025/2026: Planning Commission, Parks and Recreation Commission, Civic Improvement Commission, Rental Increase Fact Finding Committee, Building Board of Appeals, Historic Preservation Board, and Bicycle and Pedestrian Commission.

13. **Fiscal Year 2025 Mid-Year Financial Update and Budget Adjustments (Resolution/Roll Call Vote)**
    Recommended Action: Staff recommends that the City Council accept the Fiscal Year 2025 Mid-Year Financial Update Report and adopt a Resolution authorizing the Fiscal Year 2025 Mid-Year Budget Adjustments.

14. **Acceptance of Fiscal Year 23/24 Annual Comprehensive Financial Report and Auditor's Written Communication on Internal Controls**
Recommended Action: That the City Council accept the Fiscal Year 23/24 Annual Comprehensive Financial Report and Auditor's written communication on internal control structure and the audit process as submitted with this report.

UNFINISHED BUSINESS

15. **CAAP Goals, Targets, Measures, and Actions**
Recommended Action: That the City Council provide feedback on the greenhouse gas reduction targets and draft measures and actions for the Climate Action and Adaptation Plan (CAAP).

16. **Adoption of Fiscal Year 2026 City Council Priorities**
Recommended Action: That the City Council adopt the proposed Fiscal Year 2026 City Council Priorities.

COUNCIL COMMITTEE REPORTS

17. **Council Committee Reports**
Recommended Action: That the City Council report on activities from their committee assignments.

ADJOURN

IMPORTANT NOTICE: Materials related to an item on this agenda submitted to the City Council after distribution of the agenda packet are available for public inspection with the agenda packet in the lobby of City Clerk's Office, 70 N. First Street, Campbell, CA 95008, during normal business hours. These materials will also be available on the City website at https://www.ci.campbell.ca.us/agendacenter with the agenda packet following the last item of the agenda, subject to staff's ability to post the documents prior to the meeting. All documents not posted prior to the meeting will be posted the next business day.

In compliance with the Americans with Disabilities Act, listening assistive devices are available for all meetings held in the City Council Chambers. If you require accommodation, please contact the City Clerk's Office, (408) 866-2117, at least one week in advance of the meeting.

City Council Report

Item: 1
Category: SPECIAL PRESENTATIONS AND PROCLAMATIONS
Meeting Date: March 18, 2025

TITLE: Proclamation Declaring the Month of March 2025 as "American Red Cross Month" in the City of Campbell

RECOMMENDED ACTION

That the City Council authorize the Mayor to proclaim the month of March 2025 as "American Red Cross Month" in the City of Campbell.

BACKGROUND

March was first proclaimed as Red Cross Month in 1943 by President Franklin D. Roosevelt as a way to raise awareness of the organization and its humanitarian mission in the midst of war. Since then, every United States President has designated March as Red Cross Month. The American Red Cross is synonymous with helping people which it has been doing for over 140 years.

American Red Cross was established as a humanitarian organization, guided by seven fundamental principles—including humanity, impartiality, and independence—to provide services to those in need regardless of race, religion, gender, sexual orientation, or citizenship status. Today, the American Red Cross is one of the largest humanitarian organizations in the world. It delivers its mission every day to prevent and alleviate human suffering in the face of emergencies by mobilizing the power of volunteers and the generosity of doners. A workforce consisting of over 90% volunteers that serves to help those affected by disasterous emergencies such as: local house fires, wildfires, national hurricanes, the COVID-19 Pandemic, and more. Additionally, the Red Cross aspires to help all members of our armed services and their families find support and comfort whenever needed and ensure everyone in our country has access to safe, lifesaving blood and blood products.

DISCUSSION

Locally, the Silicon Valley Chapter of the American Red Cross has a long history of helping our neighbors in need by deploying Red Cross trained responders all over the U.S. to deliver shelter, care, and hope during disasters. Not only by providing lifesaving blood to those in need but through programs such as the Home Fire Campaign, the American Red Cross helps residents, military, veterans, and their families. The Silicon Valley Chapter of the American Red Cross serves more than 1.9 million people in Santa Clara County and has the support of more than 1,500 local volunteers.

March is American Red Cross Month, a time to recognize the humanitarian organization that eases people's suffering during life's emergencies in the City of Campbell, across the United States, and around the world. This proclamation would designate the month of March as American Red Cross Month throughout the City of Campbell. It would support, honor, and celebrate the everyday heroes who donate their time, money, and blood to fulfill the mission of the American Red Cross.

FISCAL IMPACT

There is no fiscal impact associated with this action.

Prepared by: Kristen Epolite

Kristen Epolite, Deputy City Clerk

Reviewed by: Andrea Sanders

Andrea Sanders, City Clerk

Approved by:

Angelique Gaeta, Assistant City Manager

Attachment:

a. Proclamation - Red Cross Month 2025

Attachment: Proclamation - Red Cross Month 2025 (Proclamation Declaring the Month of March "American Red Cross Month" in the City of

PROCLAMATION OF THE MAYOR OF THE CITY OF CAMPBELL

WHEREAS, *March is American Red Cross Month, a time when we recognize the humanitarian organization that eases people's suffering during life's emergencies in the City of Campbell, across the United States and around the world; and*

WHEREAS, *the Silicon Valley Chapter of the American Red Cross plays an especially vital role in our local community, providing essential services to residents of Santa Clara County and beyond, including disaster response, emergency preparedness education, and support for military families, ensuring that those in need have access to critical resources and assistance; and*

WHEREAS, *the American Red Cross embodies the very best of our nation's spirit of compassion, service, and resilience; and*

WHEREAS, *the City of Campbell would like to remember our heroes who help people in need and work tirelessly to assist their neighbors when they need a helping hand; and*

WHEREAS, *when wildfires endangered families in Los Angeles, volunteers from the Silicon Valley Chapter of the Red Cross were ready to provide assistance; and*

WHEREAS, *the Silicon Valley Chapter's dedicated volunteers and staff work to support neighbors affected by home fires, floods, and other local emergencies, offer lifesaving CPR and first aid training, and collect much-needed blood donations that save lives every day; and*

WHEREAS, *every day, people in our community depend on the American Red Cross, whose lifesaving mission is powered by the devotion of volunteers, generosity of donors and partnership of community organizations; and*

WHEREAS, *the City of Campbell dedicates the month of March to all those who support the American Red Cross mission; to prevent and alleviate human suffering in the face of emergencies.*

NOW, THEREFORE, *I, Sergio Lopez, Mayor of the City of Campbell, do hereby proclaim March 2025 as American Red Cross Month. I encourage all Americans to support this organization and its noble humanitarian mission.*

WITNESS MY HAND AND SEAL OF THE CITY OF CAMPBELL *this 18th day of March 2025.*

_____

Sergio Lopez, Mayor
City of Campbell

CITY COUNCIL MINUTES

City of Campbell, 70 N. First St., Campbell, California

STUDY SESSION OF THE CAMPBELL CITY COUNCIL
Tuesday, March 4, 2025 – 6:00 p.m.
City Hall Council Chamber – 70 N. First Street

This City Council meeting was duly noticed pursuant to open meeting requirements of the Ralph M. Brown Act (G.C. Section 54956).

This meeting was recorded and can be viewed in its entirety at www.campbellca.gov/agendacenter.

CALL TO ORDER

The City Council of the City of Campbell convened this day in special meeting place, the City Hall Council Chamber, 70 N. First St., Campbell, California.

ROLL CALL

Attendee Name	Title	Status
Anne Bybee	Councilmember	Absent
Terry Hines	Councilmember	Present
Elliot Scozzola	Councilmember	Present
Dan Furtado	Vice Mayor	Present
Sergio Lopez	Mayor	Present

PUBLIC COMMENT

Public Comment was provided following the staff report presentation.

Susan Landry, Campbell resident, spoke to the Community Center goals and stated that it needs a Community Center Master Plan. As part of the Master Plan, she recommended the City acquire a licensed Landscape Architect.

Steve Saunders, Campbell resident, noted that the City's housing requirements and its services should be considered as part of the Parks and Recreation Master Plan.

NEW BUSINESS

1. **Parks and Recreation Master Plan Update**
   Recommended Action: That the City Council receive an update and provide input on the Parks and Recreation Master Plan.

Minutes Acceptance: Minutes of Mar 4, 2025 6:00 PM (CONSENT CALENDAR)

Recreation and Community Services Director, Natasha Bissell presented a staff report dated March 4, 2025. Information was provided on systemwide and site specific recommendations; preliminary cost estimate recommendations for renovation and renewal of existing sites; Community Center building and pool projects; new park and trail development. A prioritization criterion was presented to include community values, visitor experience and implementation.

Following the presentation, staff asked for feedback on agreement of the community's priorities and focus on repairing or replacing and their thoughts on more expansive projects such as new parks, trails and Community Center improvements. Staff asked the City Council what recommendations would be a priority.

Councilmember Hines was supportive of repair and replacement projects to maintain existing equipment. He emphasized the importance of the Los Gatos Creek Trail and greenways. He would like a type of pedestrian path or trail connection from the Campbell Village neighborhood to Edith Morley Park. He highlighted the playground equipment at Dusterberry Park in Fremont.

Vice Mayor Furtado was supportive of a landscape architect to help consult. He prioritized elements within the City limits, especially the Community Center. He was supportive of looking at the City's existing parks and enhancing those.

Councilmember Scozzola was supportive of unique equipment such as a rock climbing wall. He prioritized focusing on maintaining existing sites and adding in a few new amenities to promote increased use.

Mayor Lopez was supportive of replacing and repairing existing equipment, he placed a high priority on the Community Center pool. He suggested amenities for teenagers to provide safe gathering spaces. Mayor Lopez was open to a possible contract landscape architect and a Community Center Master Plan.

ADJOURN

Mayor Lopez, adjourned the meeting at 6:48 PM

APPROVED:

ATTEST:

Sergio Lopez, Mayor

Andrea Sanders, City Clerk

Minutes Acceptance: Minutes of Mar 4, 2025 6:00 PM (CONSENT CALENDAR)

CITY COUNCIL MINUTES

City of Campbell, 70 N. First St., Campbell, California

REGULAR MEETING OF THE CAMPBELL CITY COUNCIL
Tuesday, March 4, 2025 7:00 p.m.
City Hall Council Chamber – 70 N. First Street

This City Council meeting was duly noticed pursuant to open meeting requirements of the Ralph M. Brown Act (G.C. Section 54956).

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ROLL CALL

Attendee Name	Title	Status
Anne Bybee	Councilmember	Absent
Terry Hines	Councilmember	Present
Elliot Scozzola	Councilmember	Present
Dan Furtado	Vice Mayor	Present
Sergio Lopez	Mayor	Present

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Sofia Fojas of the Santa Clara County Office of Education in recognition of Youth Arts Month.

Mayor Lopez presented Ms. Fojas a Certificate of Appreciation for leading the Pledge of Allegiance.

SPECIAL PRESENTATIONS AND PROCLAMATIONS

1. **Proclamation Declaring the Month of March 2025 as "Youth Arts Month" in the City of Campbell**
   Recommended Action: That the City Council authorize the Mayor to proclaim the month of March 2025 as Youth Arts Month in the City of Campbell.

   Mayor Lopez invited Sofia Fojas to speak about Youth Arts Month.

Ms. Fojas thanked the City Council for supporting Arts Education in our schools. She spoke about the noteworthy arts education programs such as Artspiration and the Young Artists Showcase. She stated the benefits to our youth through students participating in arts programs in schools. She spoke of the upcoming April 3 *Viva el mariachi! Showcase.*

Mayor Lopez declared the Month of March as Youth Arts Month in the City of Campbell and presented Ms. Fojas with a Proclamation.

The City Councilmembers spoke about how important the arts are in our community.

2. **Presentation by the Campbell Community Emergency Response Team**
Recommended Action: That the City Council receives an informational presentation from the Campbell Community Emergency Response Team (CERT) regarding their ongoing efforts to prepare our community for disasters and emergency response.

Police Captain White introduced the CERT team to the City Council.

CERT team members gave a presentation on the CERT program Members highlighted their mission and strategic plan. They provided information on how to join CERT and get involved. Additional information was given regarding their upcoming fundraiser “Taste of Campbell” to be held on Saturday, April 27, 2025.

COMMUNICATIONS AND PETITIONS

There were no communications and petitions.

ORAL REQUESTS

There were no oral requests.

COUNCIL ANNOUNCEMENTS

Are you interested in Historic Preservation and looking to get involved in your Campbell community? Then the Historic Preservation Board is for you. Applications to serve on the Historic Preservation Board are being accepted now. Help advise the City Council on matters related to historic preservation such architectural history, planning, archeology, American studies, American civilization, cultural geography and much more. For more information and to obtain an application, please visit our website at www.campbellca.gov/Boards-Commissions or contact the City Clerk’s Office by emailing ClerksOffice@campbellca.gov or by calling 408-866-2117.

The Adult Center case manager connects seniors and their loved ones with resources for food, utility cost reduction, rental assistance, care giving, and many other services. Appointments are available by phone or in person. Contact Pat Martinez at (408) 871-5154 or by email at patricam@campbellca.gov.

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The Campbell Police Foundation is hosting a fundraising breakfast on Saturday, April 5 from 9:00 am to 10:30 am at the Home Church on Winchester Boulevard in Campbell. Tickets are $25 per person and can be purchased at campbellpolicefoundation.org.

The Civic Improvement Commission has launched its Youth Photo Contest "Capture Campbell." Capture Campbell encourages youth to capture what Campbell looks like through their eyes. The contest runs through April 30. To find out more, please visit the city's website at campbellca.gov.

The AARP Foundation is providing free income tax assistance through Friday, April 11 at the Campbell Community Center's Adult Center. This service is available for low to moderate income adults and families ages 18+. Please visit campbellca.gov for more information.

CONSENT CALENDAR

Mayor Lopez asked if anyone wished to remove an item from the Consent Calendar. Item ten was removed from Consent.

The Consent Calendar was considered as follows:

3. **Minutes of City Council Special Meeting of February 13, 2025**
   Recommended Action: Approve the special meeting minutes of February 13, 2025.

   This action approves the special meeting minutes of February 18, 2025.

4. **Minutes of City Council Executive Session Meeting of February 18, 2025**
   Recommended Action: Approve the executive session meeting minutes of February 18, 2025.

   This action approves the executive session meeting minutes of February 18, 2025.

5. **Minutes of City Council Study Session Meeting of February 18, 2025**
   Recommended Action: Approve the study session meeting minutes of February 18, 2025.

   This action approves the study session meeting minutes of February 18, 2025.

6. **Minutes of City Council Regular Meeting of February 18, 2025**
   Recommended Action: Approve the regular meeting minutes of February 18, 2025.

   This action approves the regular meeting minutes of February 18, 2025.

7. **Approving Bills and Claims**
   Recommended Action: Approve the bills and claims in the amount of $2,670,770.69

This action approves the bills and claims in the amount of $2,670,770.69 as follows: bills and claims checks dated February 3, 2025, in the amount of $1,153,766.01; bills and claims checks dated February 10, 2025, in the amount of $1,442,806.27; and payroll checks dated February 13, 2025, in the amount of $74,198.41.

8. **Monthly Investment Transactions Report (January 2025)**
Recommended Action: That the City Council review and accept the Monthly Investment Transactions Report for January 2025.

This action notes and files the Investment Report for the quarter ending January 2025.

9. **Monthly Treasurer's Report (January 2025)**
Recommended Action: That the City Council review and accept the Monthly Treasurer's Report for the month ended January 31, 2025.

This action reviews and accepts the Monthly Treasurer Report for the month ended January 31, 2025.

M/S: Hines/Scozzola – That the City Council approve the Consent Calendar with the exception of item 10. The motion was adopted by the following roll call vote:

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Hines
SECONDER:	Scozzola
AYES:	Hines, Scozzola, Furtado, Lopez

ITEMS CONSIDERED SEPARATE FROM CONSENT

10. **Authorization to Execute Fund Agreement and Approve Budget Adjustment for Comprehensive Traffic Safety Action Plan**
Recommended Action: That the City Council adopt a resolution approving and authorizing the City Manager to execute a fund agreement with the United States Department of Transportation's Federal Highway Administration (FHWA) for the Comprehensive Traffic Safety Action Plan Project and for the Finance Director to prepare an associated budget adjustment.

Vice Mayor Furtado commented on the proposed timeline spanning over several years and noted that the report will be outdated at the time, and asked about shortening the process.

Public Works Director Capurso provided the City Council with clarification noting that the U.S. Department of Transportation advised on having a conservative timeline to avoid having to go back and make any adjustments. Staff will move

Minutes Acceptance: Minutes of Mar 4, 2025 7:00 PM (CONSENT CALENDAR)

through the process as quickly as possible and anticipate completion ahead of the timeline.

After discussion, **M/S: Hines/Furtado – That the City Council adopt Resolution 13264 approving and authorizing the City Manager to execute a fund agreement with the United States Department of Transportation's Federal Highway Administration (FHWA) for the Comprehensive Traffic Safety Action Plan Project and for the Finance Director to prepare an associated budget adjustment. The motion was adopted by the following roll call vote:**

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Hines
SECONDER:	Furtado
AYES:	Hines, Scozzola, Furtado, Lopez

PUBLIC HEARINGS AND INTRODUCTION OF ORDINANCES

11. **Public Hearing to Consider the Request of Scott A. Mommer Consulting to Modify the Operational Characteristics of an Existing 102,332 Square-Foot Hardware Store with an 18,705 Square-Foot Garden Center (The Home Depot), Including Legalizing Existing Unpermitted Outdoor Merchandise Storage and Adding Additional Outdoor Merchandise Storage Areas on Property Located at 480 E. Hamilton Avenue. the Application Under Consideration is a Major Planned Development Permit Modification. File No.: PLN-2023-52.**

Recommended Action: The Planning Commission recommends that the City Council introduce an ordinance approving a Major Planned Development Permit Modification for the property located at 480 E. Hamilton Ave.

Now is the time and place for a public hearing to consider adoption of an ordinance approving a Major Planned Development Permit Modification for the property located at 480 E. Hamilton Ave.

Mayor Lopez asked the Councilmembers if there were any disclosures they would like to make in relation to the public hearing item.

Councilmember Hines stated that he goes to Home Depot and did a site visit prior to the meeting.

Community Development Director Eastwood introduced Contract Associate Planner Seoni.

Contract Associate Planner Seoni presented a staff report dated March 4, 2025.

Following City Council questions, Mayor Lopez opened the public hearing and invited the applicant to speak.

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Following the applicant's comments, Mayor Lopez asked if there was anyone from the public wishing to speak on this item.

Applicant representative on behalf of Scott A. Mommer Consulting spoke to the proposed Conditions of Approval and noted that they are working to bringing the store in compliance and are supportive of the proposed Conditions.

Following the applicants comments, Mayor Lopez asked if anyone from the public wished to speak.

Philip Rawlinson, Campbell resident, stated his concerns with Home Depot being out of compliance, blocking access to the west side entrance and day laborers. Mr. Rawlings presented the City Council with an exhibit depicting violations and submitted it for the record.

Maryanne Yoshikawa, Campbell resident, encouraged the City Council to listen to their constituents relating to their concerns with Home Depot violations.

Scott Rees, Campbell resident, stated concerns with the proposed ordinance and its enforceability should the Conditions of Approval be violated.

Patrick Todd, Campbell resident, stated concerns with the proposed ordinance and its enforceability should the Conditions of Approval be violated again.

Matt Sheppard, Campbell resident, stated concerns with the proposed ordinance and its enforceability should the Conditions of Approval be violated again.

Following public comments, Mayor Lopez invited the applicant back up to provide closing comments.

Applicant representative addressed the public speakers concerns and reported how the store intended to remain in compliance.

Seeing no one else wishing to speak, Mayor Lopez closed the public hearing.

The City Council asked about enforcement measures. Community Development Director Eastwood provided clarification noting the City can impose fines or revoke modifications of approval for noncompliance.

The City Council recommended several revisions to the draft ordinance Conditions of Approval. They proposed updates to Condition #6 to state "may schedule" instead of "shall schedule" in regard to scheduling a public hearing for Code Enforcement violations; updates to Condition #24c to state the noise complaint must be a verified violation; updating Condition #26 to reflect the new name of the West Valley Stormwater Authority from the previous West Valley Clean Water Authority; and update Condition #31 relating to the modification of revocation of their permit, stating that all complaints need to be verified.

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After discussion, **M/S: Scozzola/Hines that the City Council introduce Ordinance 2324 to include the proposed revisions to Conditions of Approval 6, 24c, 26 and 31, and approving a Major Planned Development Permit Modification for the property located at 480 E. Hamilton Ave., included in the desk item. The motion was adopted by the following roll call vote:**

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Scozzola
SECONDER:	Hines
AYES:	Hines, Scozzola, Furtado, Lopez

Clerk Sanders read the full title of Ordinance 2324 as presented in the desk item.

M/S: Scozzola/Hines – That the City Council waive further reading of Ordinance 2324. The motion was adopted by the following roll call vote:

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Scozzola
SECONDER:	Hines
AYES:	Hines, Scozzola, Furtado, Lopez

NEW BUSINESS

12. **Approving and Awarding the Contract to Studio G Architects in the Amount of $254,036, and Authorizing an Increased Budget Amount of $79,440, Inclusive of a 10% Contingency for the Architectural and Schematic Design of the E Wing Renovation and Relocation of the Campbell Adult Center Project (No. 25-LL) (Resolution/Roll Call Vote)**
Recommended Action: That the City Council adopt a resolution: 1) approving and awarding the design contract to Studio G Architects, in the amount of $258,016; 2) authorizing the City Manager to execute said contract as specified in Campbell Municipal Code Section 3.20.100; 3) authorizing the Recreation & Community Services Director to negotiate and execute contract change orders up to and within the allocation contingency of $25,802; 4) authorizing the Finance Director to perform an associated budget adjustment for the Adult Center Renovation Project (No. 25-LL).

Recreation and Community Services Director Bissell presented a staff report dated March 4, 2025.

Following Council questions, Mayor Lopez asked if anyone from the public wished to speak. There were no public comments.

Minutes Acceptance: Minutes of Mar 4, 2025 7:00 PM (CONSENT CALENDAR)

Following discussion, **M/S: Hines/Scozzola – That the City Council adopt resolution 13265: 1) approving and awarding the design contract to Studio G Architects, in the amount of $258,016; 2) authorizing the City Manager to execute said contract as specified in Campbell Municipal Code Section 3.20.100; 3) authorizing the Recreation & Community Services Director to negotiate and execute contract change orders up to and within the allocation contingency of $25,802; 4) authorizing the Finance Director to perform an associated budget adjustment for the Adult Center Renovation Project (No. 25-LL). The motion was adopted by the following roll call vote:**

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Hines
SECONDER:	Scozzola
AYES:	Hines, Scozzola, Furtado, Lopez

13. **2024 General Plan and Housing Element Annual Progress Reports (APRs) (Resolution/Roll Call Vote)**
Recommended Action: Receive public comment, accept the General Plan and Housing Element Annual Progress Reports, and adopt a resolution directing staff to send the Annual Progress Reports to the required State agencies.

Assistant Planner, Lomen presented a staff report dated March 4, 2025.

Following Council Questions, Mayor Lopez asked if anyone from the public wished to speak. There were no public comments.

After discussion, **M/S: Hines/Furtado – That the City Council accept the General Plan and Housing Element Annual Progress Reports, and adopt a resolution directing staff to send the Annual Progress Reports to the required State agencies. The motion was adopted by the following roll call vote:**

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Hines
SECONDER:	Furtado
AYES:	Hines, Scozzola, Furtado, Lopez

14. **Review of Campbell Statement of Values**
Recommended Action: That the City Council review Campbell's Statement of Values and reaffirm it with any desired adjustments.

City Clerk Sanders presented a staff report dated March 4, 2025.

Following Council questions, Mayor Lopez asked if anyone from the public wished to speak. There were no public comments.

Minutes Acceptance: Minutes of Mar 4, 2025 7:00 PM (CONSENT CALENDAR)

After discussion, **M/S: Hines/Scozzola – That the City Council review Campbell's Statement of Values and reaffirm it with any desired adjustments. The motion was adopted by the following roll call vote:**

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Hines
SECONDER:	Scozzola
AYES:	Hines, Scozzola, Furtado, Lopez

UNFINISHED BUSINESS

There was no unfinished business.

COUNCIL COMMITTEE REPORTS

15. **Council Committee Reports**
Recommended Action: That the City Council report on activities from their committee assignments.

Councilmember Hines attended the Finance Subcommittee meeting; spoke of the upcoming March 13 Campbell Village Neighborhood Association meeting; and the upcoming March 15 Campbell Chamber of Commerce *Celebrate Campbell* event; and a shout out to West Valley Sanitation.

Councilmember Scozzola attended the Friends of the Heritage Theatre meeting.

Councilmember Furtado attended the West Valley Stormwater Authority meeting.

Mayor Lopez attended the West Valley Mayors and Managers meeting; the City of Cupertino State of the City with Mayor Liang Chang; a Valley Transportation Authority Workshop; the Silicon Valle Clean Energy Audit committee; met with Senator Josh Becker's staff to discuss legislation; participated in World Literacy Week and read to student classes at Country Lane Elementary School.

ADJOURN

Mayor Lopez adjourned the meeting at 8:58 PM

APPROVED:

ATTEST:

Sergio Lopez, Mayor

Andrea Sanders, City Clerk

Minutes Acceptance: Minutes of Mar 4, 2025 7:00 PM (CONSENT CALENDAR)

City Council Report

Item: 4
Category: CONSENT CALENDAR
Meeting Date: March 18, 2025

TITLE: **Approving Bills and Claims**

RECOMMENDED ACTION

Approve the bills and claims in the amount of $1,050,241.51

DISCUSSION

The bills and claims that have been audited and approved by staff for payments made as noted below:

Type	Check Date	Amount
Bills & Claims	February 17, 2025	$607,389.36
Bills & Claims	February 24, 2025	$407,508.98
Payroll	February 27, 2025	$35,343.17
	Total	**$1,050,241.51**

FISCAL IMPACT

Requested action does not require a budget adjustment. Adequate funding was available to cover all expenses as listed.

Prepared by: Celia Deniz, Accounting Clerk II

Reviewed by: Norite Vong, Assistant Finance Director

Approved by:

Brian Loventhal, City Manager

City Council Report

Item: 5
Category: CONSENT CALENDAR
Meeting Date: March 18, 2025

TITLE: Approval of Budget Adjustments for Bike/Pedestrian Traffic Safety Improvements Projects 23-JJ & 24-JJ (Resolution/Roll Call Vote)

RECOMMENDED ACTION

That the City Council adopt a resolution approving budget adjustments for the Bike/Pedestrian Traffic Safety Projects 23-JJ and 24-JJ.

BACKGROUND

Bike/Pedestrian Traffic Safety Improvements Projects 23-JJ and 24-JJ were included in the City's Capital Improvement Plan (CIP) for Fiscal Years (FY) 2025/29. Both projects provide minor improvements to streets and signals to increase safety as deemed necessary by the City's Traffic Engineer and City Engineer. These projects also construct Class II bike lanes, sidewalks, paths, and other improvements to enhance pedestrian and bicyclist safety on City streets. Transportation Development Act (TDA) Article 3 funds represent the majority of the project funding. An example of a recently completed paid-in-part with TDA funds is the Harriet Avenue Sidewalk Project.

DISCUSSION

The CIP for FY 2025/29 reflects the following fund sources for both Bike/Pedestrian Traffic Safety Improvements projects: $30,000 in TDA grant funds and $25,000 in construction tax funds. The actual TDA grant allocation from the Metropolitan Transportation Commission (MTC) was $56,869.00 for Project 23-JJ and $34,541.00 for Project 24-JJ. Staff recommends a budget adjustment to reflect the additional $26,869.00 in TDA grant funds available from MTC for Project 23-JJ. Staff also recommends a budget adjustment to reflect the additional $4,541.00 in TDA grant funds for Project 24-JJ.

Hamilton Avenue Resurfacing Project 23-BB

The Hamilton Avenue Resurfacing Project (CIP No. 23-BB) would resurface the entire length of Hamilton Avenue within Campbell's city limits. The project would install new Class II bikeway (bike lanes) and Class III bikeways (bike routes) where feasible. The cost to design and construct these bikeways is eligible for the TDA funds from Projects 23-JJ and 24-JJ.

Following the budget adjustment mentioned earlier for Projects 23-JJ and 24-JJ, staff recommends a budget adjustment to transfer the $56,869.00 in TDA funds from Project 23-JJ to the Hamilton Avenue Resurfacing Project 23-BB. Staff also recommends a budget adjustment to transfer the $34,541.00 in TDA funds from Project 24-JJ to the Hamilton Avenue Resurfacing Project 23-BB.

FISCAL IMPACT

The attached budget adjustments have been prepared for Council's consideration to do the following.

1. Increase the amount of TDA grant funds in Project 23-JJ to $56,869.00 to match the amount available from MTC.

2. Increase the amount of TDA grant funds in Project 24-JJ to $34,541.00 to match the amount available from MTC.
3. Transfer $56,869.00 in TDA funds from Project 23-JJ to the Hamilton Avenue Resurfacing Project 23-BB

4. Transfer $34,541.00 in TDA funds from Project 24-JJ to the Hamilton Avenue Resurfacing Project 23-BB

ALTERNATIVES

1. Do not approve the budget adjustment adding TDA funds to Projects 23-JJ and 24-JJ. This alternative is not recommended since the actual amount of TDA funds exceeds the amount currently reflected in the City's accounting system.

2. Do not approve the budget adjustment to transfer TDA funds from Projects 23-JJ and 24-JJ to the Hamilton Avenue Resurfacing Project 23-BB. This alternative is not recommended since the cost to design and construct bikeways in Project 23-BB is eligible for TDA funds. Use of TDA grant funds would reduce out-of-pocket costs to the City.

Prepared by: Matthew Jue

Matthew Jue, Traffic Engineer

Reviewed by:

Amy Olay, Interim Public Works Director

Approved by:

Brian Loventhal, City Manager

Attachment:

a. Resolution
b. Budget Adjustment

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAMPBELL APPROVING BUDGET ADJUSTMENTS FOR BIKE/PEDESTRIAN TRAFFIC SAFETY IMPROVEMENTS PROJECT 23-JJ and 24-JJ

WHEREAS, Bike/Pedestrian Traffic Safety Improvements Projects 23-JJ and 24-JJ were included in the City's Capital Improvement Plan (CIP) for Fiscal Years (FY) 2025/29; and

WHEREAS, both projects provide minor improvements to streets and signals to increase safety as deemed necessary by the City's Traffic Engineer and City Engineer; and

WHEREAS, these projects also construct Class II bike lanes, sidewalks, paths, and other improvements to enhance pedestrian and bicyclist safety on City streets; and

WHEREAS, Transportation Development Act (TDA) Article 3 funds represent the majority of the project funding; and

WHEREAS, the CIP for FY 2025/29 reflects the following fund sources for both Bike/Pedestrian Traffic Safety Improvements projects: $30,000 in TDA grant funds and $25,000 in construction tax funds; and

WHEREAS, the actual TDA grant allocation from the Metropolitan Transportation Commission (MTC) was $56,869.00 for Project 23-JJ and $34,541.00 for Project 24-JJ; and

WHEREAS, staff recommends a budget adjustment to reflect the additional $26,869.00 in TDA grant funds available from MTC for Project 23-JJ; and

WHEREAS, staff also recommends a budget adjustment to reflect the additional $4,541.00 in TDA grant funds for Project 24-JJ; and

WHEREAS, the Hamilton Avenue Resurfacing Project (CIP No. 23-BB) would resurface the entire length of Hamilton Avenue within Campbell's city limits; and

WHEREAS, Project 23-BB would install new Class II bikeway (bike lanes) and Class III bikeways (bike routes) where feasible; and

WHEREAS, the cost to design and construct these bikeways is eligible for the TDA funds from Projects 23-JJ and 24-JJ; and

WHEREAS, staff recommends a budget adjustment to transfer the $56,869.00 in TDA funds from Project 23-JJ to the Hamilton Avenue Resurfacing Project 23-BB; and

Attachment: Resolution (Approval of Budget Adjustments for Bike/Pedestrian Traffic Safety Improvement Projects 23-JJ & 24-JJ)

WHEREAS, staff also recommends a budget adjustment to transfer the $34,541.00 in TDA funds from Project 24-JJ to the Hamilton Avenue Resurfacing Project 23-BB.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Campbell approves the budget adjustment and related transfers to increase the amount of TDA grant funds in Project 23-JJ to $56,869.00 to match the amount available from MTC.

BE IT FURTHER RESOLVED that the City Council approves the budget adjustment and related transfers to increase the amount of TDA grant funds in Project 24-JJ to $34,541.00 to match the amount available from MTC.

BE IT FURTHER RESOLVED that the City Council approves the budget adjustment to transfer $56,869.00 in TDA funds from Project 23-JJ to the Hamilton Avenue Resurfacing Project 23-BB and related transfers.

BE IT FURTHER RESOLVED that the City Council approves the budget adjustment to transfer $34,541.00 in TDA funds from Project 24-JJ to the Hamilton Avenue Resurfacing Project 23-BB and related transfers.

PASSED AND ADOPTED this ____ day of _____, 2025, by the following roll call vote:

AYES: COUNCILMEMBERS:

NOES: COUNCILMEMBERS:

ABSENT: COUNCILMEMBERS:

APPROVED:

_____
Sergio Lopez, Mayor

ATTEST:

_____
Andrea Sanders, City Clerk

Attachment: Resolution (Approval of Budget Adjustments for Bike/Pedestrian Traffic Safety Improvement Projects 23-JJ & 24-JJ)

City of Campbell
Request for Budget Adjustments

Department/Program	Division	Date	Request No.
Public Works	23-JJ & 24-JJ - Bike & Pedestrian Traffic Safety Improvements	March 18, 2025	BA-19

Budget to be Reduced

Fund/Program	Account Number	Description	Amount
435.23JJ	7883	Improvements (Transfer to 23BB)	56,869
435.24JJ	7883	Improvements (Transfer to 23BB)	34,541

Budget to be Increased

Fund/Program	Account Number	Description	Amount
REVENUE			
216.535	4525	Transportation Developoment Act (TDA) Article 3 Funds	56,869
216.535	4525	Transportation Developoment Act (TDA) Article 3 Funds	34,541
435.990	6999	Capital Transfer In (From TDA Fund)	91,410
EXPENDITURES			
435.23JJ	7883	Improvements	56,869
435.24JJ	7883	Improvements	34,541
435.23BB	7883	Improvements (Transfer from 23JJ and 24JJ)	91,410
216.990	9999	Capital Transfer Out (To CIP Fund)	91,410

REASON FOR REQUEST - BE SPECIFIC:

To appropriate an additional $53,869 and $34,541 towards the Bike/Pedestrian Traffic Safety Improvement Projects, 23-JJ and 24-JJ, respectively. The appropriation stems from an increased allocation of TDA funds from the Metropolitan Transportation Commission (MTC). Furthermore, said funds will be transferred to the Hamilton Avenue Resurfacing Project (23-BB).

Will Fuentes	Amy Olay	Brian Loventhal
Finance Director	Interim Public Works Director	City Manager

Attachment: Budget Adjustment (Approval of Budget Adjustments for Bike/Pedestrian Traffic Safety Improvement Projects 23-JJ & 24-JJ)

City Council Report

Item: 6
Category: CONSENT CALENDAR
Meeting Date: March 18, 2025

TITLE: **Second Reading of Ordinance 2324 Approving a Major Planned Development Permit Modification for the Property Located at 480 E. Hamilton Ave (Ordinance/Roll Call Vote)**

RECOMMENDED ACTION

That the City Council take second reading to adopt Ordinance 2324 Approving a Major Planned Development Permit Modification for the Property Located at 480 E. Hamilton Ave.

BACKGROUND

At its regular meeting of March 4, 2025, the City Council held a public hearing to introduce and take a first reading of Ordinance 2324, to consider the request of Scott A. Mommer Consulting for a Major Planned Development Permit Modification to modify the operational characteristics of an existing 102,332 square-foot hardware store with a 18,705 square-foot garden center (The Home Depot), including legalizing existing unpermitted outdoor merchandise storage and adding additional outdoor merchandise storage areas on property located at 480 E. Hamilton Avenue.

DISCUSSION

Following the staff report presentation and public comment, the City Council recommended several revisions to the draft ordinance as follows: Update Condition of Approval 6 to state “may schedule” instead of “shall schedule”; update Condition of Approval 24c to state the noise complaint must be a verified violation; update Condition of Approval 26 to reflect the new name of the West Valley Stormwater Authority; and update Condition 31 that complaints need to be verified.

At the March 4 meeting the City Council unanimously approved first reading of Ordinance 2324 by a 4-0-1 vote (Councilmember Bybee absent) and staff is now returning to the City Council for the second reading of the ordinance. Ordinance 2320 will become effective 30 days following the second reading approval.

FISCAL IMPACT

Nominal publication costs are associated with the second reading of Ordinance 2324 to meet the requirements of Government Code Section 36933, but can be absorbed within the current FY 2025 Operating Budget. Costs for codification of Ordinance 2324 in the Campbell Municipal Code are also included in the current budget. Other fiscal impacts are included in the March 4, 2025, staff report introducing the ordinance.

Prepared by: Andrea Sanders

Andrea Sanders, City Clerk

Approved by:

Brian Loventhal, City Manager

Attachment:

a. CC Ordinance 2324 - 480 E. Hamilton Ave

ORDINANCE NO. 2324

BEING AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CAMPBELL APPROVING AN APPLICANT-INITIATED MAJOR MODIFICATION TO A PREVIOUSLY APPROVED PLANNED DEVELOPMENT PERMIT (PD 91-01), MODIFYING THE OPERATIONAL CHARACTERISTICS OF AN EXISTING HARDWARE STORE WITH A GARDEN CENTER ON PROPERTY LOCATED AT 480 E. HAMILTON AVENUE. FILE NO.: PLN-2023-52

After notification and public hearing, as specified by law and after presentation by the Community Development Director, proponents and opponents, the hearing was closed.

After due consideration of all evidence presented, the City Council of the City of Campbell does ordain as follows:

1. The project site is zoned P-D (Planned Development) on the City of Campbell Zoning Map.
2. The project site is designated General Commercial on the City of Campbell General Plan Land Use diagram.
3. The project site consists of two parcels: (1) an approximately 10-acre lot owned by the Campbell Union School District and (2) a 2-acre lot owned by Home Depot USA Incorporated.
4. The project site is developed with an existing 102,332 square-foot Hardware Store with a 18,705 square-foot Garden Center, dba 'The Home Depot', along with a parking lot and outdoor food cart use.
5. The project site has six previously approved entitlements associated with the aforementioned improvements:
    - Planned Development Permit (PD 91-01). City Council Ordinance No. 1841. Approved November 25, 1991.
    - Planned Development Permit Modification (M94-03). City Council Ordinance No. 1901. Approved May 17, 1994.
    - Planned Development Permit Modification (PLN2001-109). City Council Ordinance No. 2015. Approved December 10, 2001.
    - Conditional Use Permit (PLN-2007-86). Planning Commission Resolution No. 3843. Approved October 9, 2007.
    - Administrative Planned Development Permit (PLN2009-162). Planning Commission Resolution No. 3978. Approved October 9, 2007.
    - Administrative Planned Development Permit PLN-2021-220. CDD Action. Approved January 31, 2022.
6. The proposed project consists of a Major Planned Development Permit Modification (PLN-2023-52) to modify the operational characteristics of the existing Hardware Store and Garden Center, including legalizing existing unpermitted outdoor merchandise storage and adding additional outdoor merchandise storage areas.

Attachment: CC Ordinance 2324 - 480 E. Hamilton Ave (Second Reading of Ordinance 2324)

7. The Major Planned Development Permit Modification application was deemed complete on May 24, 2023. The project is therefore subject to prior General Plan policies and Zoning District designations in effect at the time, pursuant to CMC Section 21.01.050.E, which have since been replaced with the current adopted Zoning Code and General Plan.
8. Pursuant to the Zoning Code applicable to the proposed project, the outdoor storage of merchandise or products in the General Commercial Zoning District is prohibited, "unless otherwise approved" by a discretionary entitlement. Therefore, outdoor storage of merchandise and products requested by the proposed project can be permitted with approval of the Major Planned Development Permit Modification application.
9. The City has issued a code violation to the business operator related to afterhours noise and outdoor storage in unpermitted areas (CE-2022-184).
10. The applicant entered into a compliance agreement with the City that required submittal of this application to modify operations and address the outstanding violations.
11. An acoustic study was performed by a qualified professional under direct supervision of the City that determined that there are limited instances noise from deliveries is produced along the western property line and that noise can be further reduced by requiring delivery vehicles to drive slowly, be turned off while parked, and operate within specific hours.
12. The proposed outdoor storage would comply with the screening provisions of CMC Section 21.18.120.C (Outdoor storage and work yards) by being screened from view by a solid sight obstructing six-foot-high wall, landscaping, and adjacent public storage buildings.
13. In consideration the limited scale of the proposed project, the evidence and analysis in the administrative record, and the effectiveness of the conditions of approval in mitigating noise, lighting, and other environmental impacts, the proposed project can be reasonably determined to represent a negligible expansion of the existing Hardware Store use.
14. The Proposed Project would be consistent with the following General Plan policies and strategies:
    - **Policy LUT-5.3**: Variety of Commercial and Office Uses: Maintain a variety of attractive and convenient commercial and office uses that provide needed goods, services and entertainment.
    - **Strategy LUT-5.3c**: Revitalization of Shopping Centers: Encourage the maintenance and revitalization of commercial shopping centers.
    - **Strategy LUT-5.3d**: Commercial Centers: Review the design, use and upgrading of commercial centers via the discretionary permit process, and ensure that conditions of approval are adopted that require businesses to be well kept and operated in a way that limit impacts to adjacent uses.
    - **Strategy LUT-13.1c**: Fiscal Effects of Land Use: Evaluate the fiscal effects of different land uses on City revenues and services.

Attachment: CC Ordinance 2324 - 480 E. Hamilton Ave (Second Reading of Ordinance 2324)

15. The recommended conditions of approval would supersede the conditions of approval contained in the prior land use entitlements.
16. The City Council's review of the project included traffic safety, traffic congestion, site circulation, traffic congestion, traffic safety, landscaping, and structure and site layout adequacy of landscaping, and the appropriateness of proposed structures and site layout, pursuant to Campbell pursuant to CMC Section. 21.12.030 (P-D Zoning District).
17. The City Council's review of the project further encompassed zoning and General Plan land use conformance, noise impacts, parking, property maintenance, odors, security and enforcement, and neighborhood impacts.
18. There is a reasonable relationship and a rough proportionality between the Conditions of Approval and the impacts of the project.
19. No substantial evidence has been presented which shows that the project, as currently presented and subject to the required conditions of approval, will have a significant adverse impact on the environment.

Based upon the foregoing findings of fact, the City Council further finds and concludes that:

Major Planned Development Permit Findings (CMC Section 21.42.020):

1. The proposed development of uses clearly would result in a more desirable environment and use of land than would be possible under any other zoning district classification;
2. The proposed development would be compatible with the General Plan and will aid in the harmonious development of the immediate area;
3. The proposed development will not result in allowing more residential units than would be allowed by other residential zoning districts which are consistent with the General Plan designation of the property; and
4. The proposed development would not be detrimental to the health, safety or welfare of the neighborhood or of the city as a whole.

Environmental Finding(s) (CMC Section 21.38/050):

1. This project is Categorically Exempt per Section 15301, Class 1 of the California Environmental Quality Act (CEQA), pertaining to existing facilities; and
2. No substantial evidence has been presented which shows that the project, as currently presented and subject to the required conditions of approval, will have a significant adverse impact on the environment.

SECTION ONE: That this Ordinance be adopted to approve an applicant-initiated Major Modification to an existing Planned Development Permit (PD 91-01) to modify the operational characteristics of the existing Hardware Store and Garden Center, including legalizing existing unpermitted outdoor merchandise storage and adding additional outdoor merchandise storage areas on property located at **480 E. Hamilton Avenue**, subject to the attached Conditions of Approval (attached **Exhibit A**) and modified Project Plans (attached **Exhibit B**).

Attachment: CC Ordinance 2324 - 480 E. Hamilton Ave (Second Reading of Ordinance 2324)

SECTION TWO: This Ordinance shall become effective thirty (30) days following its passage and adoption and shall be published, one time within fifteen (15) days upon passage and adoption in the Metro Silicon Valley, a newspaper of general circulation in the City of Campbell, County of Santa Clara.

PASSED AND ADOPTED this 18th day of March 2025, by the following roll call vote:

AYES: COUNCILMEMBERS:

NOES: COUNCILMEMBERS:

ABSENT: COUNCILMEMBERS:

ABSTAIN: COUNCILMEMBERS:

APPROVED: _____
Sergio Lopez, Mayor

ATTEST: _____
Andrea Sanders, City Clerk

Attachment: CC Ordinance 2324 - 480 E. Hamilton Ave (Second Reading of Ordinance 2324)

CONDITIONS OF APPROVAL
Major Planned Development Permit Modification
(PLN-2023-52)

Where approval by the Director of Community Development, City Engineer, Public Works Director, City Attorney or Fire Department is required, that review shall be for compliance with all applicable conditions of approval, adopted policies and guidelines, ordinances, laws and regulations and accepted engineering practices for the item under review. Additionally, the applicant is hereby notified that he/she is required to comply with all applicable Codes or Ordinances of the City of Campbell and the State of California that pertain to this development and are not herein specified.

PLANNING DEPARTMENT:

1. Approved Project: Approval is granted for a Major Planned Development Permit Modification ("Approval") to adjust the operational characteristics of an established 102,332 square-foot Hardware Store with a 18,705 square-foot Garden Center, dba 'The Home Depot,' including limited allowance of outdoor storage of merchandise and product, on property located at **480 E. Hamilton Avenue**, as more specifically described and limited by the Conditions of Approval provided herein. The configuration of the established Hardware Store and Garden Center shall continue to substantially conform to the Approved Project Plans prepared by Greenburg Farrow Architects as received by the Community Development Department on May 13, 1991, as originally approved by City Council Ordinance No. 1841, except as revised by the modified Project Plans incorporated herein as **Exhibit B**, and where additionally modified by the Conditions of Approval provided herein.

   This Approval recognizes the following authorized land uses, as defined by CMC Section 21.72.020 in effect at the time of this Approval, and as limited by the Condition of Approval. Activity inconsistent with these land use definitions is prohibited.

   - "Hardware Store (greater than ten thousand square feet)";
   - "Garden Center/plant nursery";
   - "Outdoor storage of merchandise or products", as approved and limited by Condition of Approval No. 11 (Storage);
   - "Outdoor retail sale and activities" limited to a food service cart with incidental "outdoor seating," as approved and limited by Condition of Approval No. 21 (Food Cart Use); and
   - "Late night activities", as approved and limited by Condition of Approval No. 9 (Hours of Operation).

2. Approval Establishment: This Approval shall be deemed "established" pursuant to CMC Section 21.56.030.B.2 following the effective date of the approving ordinance and upon execution of the form required by Condition of Approval No. 3 (Acceptance of Conditions of Approval). Once established, this Approval shall be valid in perpetuity on the property subject to continued operation of the Hardware Store and Garden Center, except upon revocation pursuant to Condition of Approval No. 31 (Modification and Revocation of Permit). Discontinuation or abandonment Hardware Store and

Attachment: CC Ordinance 2324 - 480 E. Hamilton Ave (Second Reading of Ordinance 2324)

Garden Center for a continuous period of twelve months shall void the Approval upon an affirmative determination by the Planning Commission in a public hearing that the use has been discontinued or abandoned.

3. Acceptance of Conditions of Approval: No later than ten (10) business days after the effective date of the approving ordinance, the business operator shall provide written acceptance of these Conditions of Approval, on a form to be provided by the Community Development Director, agreeing to be bound by, to comply with, and to do all things required by this Approval. Failure to meet this deadline will result in the Approval being rendered void without any further action by the City.

4. Previous Conditions of Approval: Upon the establishment of this Approval pursuant to Condition of Approval No. 2 (Approval Establishment), the previously approved Conditions of Approval provided in the following prior approvals shall be void and shall permanently be superseded in their entirety by the Conditions of Approval specified herein.

    - Planned Development Permit PD91-01 (Ordinance No. 1841)
    - Planned Development Permit Modification M94-03 (Ordinance No. 1901)
    - Planned Development Permit Modification PLN2001-109 (Ordinance No. 2015)
    - Conditional Use Permit PLN-2007-86 (PC Resolution No. 3843)
    - Administrative Planned Development Permit PLN2009-162 (PC Resolution No. 3978)
    - Administrative Planned Development Permit PLN-2021-220 (CDD Action)

5. Modification of Approval: Pursuant to CMC Section 21.56.060.E (Legacy Permits), the modified Planned Development Permit approved herein may not be further amended, except upon a City-initiated modification pursuant to CMC Chapter 21.28 (Revocations and Modifications).

6. Mandatory Review: The Planning Commission shall hold a public hearing 6 months and a public hearing 12 months from the effective date of the approving ordinance to evaluate the operation of the approved land uses. The Community Development Director shall report on the business operator's compliance with the Conditions of Approval contained herein, any known violations of local ordinances or State laws, the Police Department's calls-for-service history for the business, and any reported public complaints. At such time, as based on the Community Development Director's report, public testimony, and any additional evidence presented, the Planning Commission determines that Conditions of Approval have been violated or the circumstances under which this approval was granted have been changed to a degree that one or more of the findings can no longer be made in a positive manner, the Planning Commission may recommend to the City Council that the Modified Planned Development Permit be revoked or modified pursuant to Condition of Approval No. 31 (Modification or Revocation of Permit). Upon such a recommendation, the City Council may schedule a public hearing in accordance with CMC Chapter 21.28 (Revocations and Modifications) to consider the Planning Commission's recommendation. At the time the form required by Condition of Approval No. 3 (Acceptance of Conditions of

Attachment: CC Ordinance 2324 - 480 E. Hamilton Ave (Second Reading of Ordinance 2324)

Approval) is executed, the business operator shall provide to the City a $10,000 flat fee to cover staff time cost to conduct these reviews.

7. Compliance: Where the Conditions of Approval require a physical improvement, such as asphalt striping or gate or signage installation, the business operator shall complete physical improvements within sixty (60) days of effective date of the approving ordinance. At that time, the business operator shall provide to the Community Development Director a written list of all improvements performed with photographic documentation to demonstrate compliance with the Conditions of Approval provided herein.

8. Compliance Agreement: This application is subject to a Compliance Agreement, signed and dated November 10, 2022, and included as **Attachment D** to the March 4, 2025, City Council Report, which serves to establish a temporary stay of enforcement of penalties and fines associated with Code Enforcement Case CE-2022-184. Failure to satisfy requirements of the Conditions of Approval shall constitute a violation of the terms of the Compliance Agreement and may result in penalties in accordance with CMC Section 21.70.040 (Penalties).

9. Hours of Operation: The hours of operations of the approved uses shall be as follows:

   a. Business Hours: Business hours are the hours the Hardware Store and Garden Center are open to the public. The business hours of operation shall be restricted as follows:

      - 6:00 AM to 9:00 PM, Monday through Saturday
      - 7:00 AM to 8:00 PM, Sundays

   b. Indoor Store Staff Hours: Indoor staff hours are the hours store employees are allowed to operate indoors within the Hardware Store overnight outside of "Business Hours." At no time shall employees be within the Garden Center during these hours. Indoor staff hours shall be restricted as follows:

      - 9:00 PM to 6:00 AM, Monday through Saturday
      - 8:00 PM to 6:00 AM, Sundays

   c. Outdoor Staff Hours: At no time shall employees be outside the Hardware Store and Garden Center during the hours of 11:00 PM to 6:00 AM except for arriving prior to start of a work shift, during a scheduled meal break to leave the site for food and immediately leaving the property at the end of a work shift. The use of mechanical equipment including, but not limited to, forklifts, pallet jacks, refuse compactors, hand trucks, and cardboard bailers outside of the fully enclosed and secure building is prohibited during these hours. During these hours, employee activity outside the main building for periods greater than 5 minutes, less than one hour apart, and not described in this condition shall constitute a violation of the Conditions of Approval.

   d. Late Night Activity Employee Parking Hours: All employees who are scheduled to work between the hours of 11:00 PM and 6:00 AM shall enter onto the site using the Salmar Avenue driveway closest to Hamilton Avenue and park their vehicles in the Nighttime Employee Parking area as shown on Sheet 2 of **Exhibit B**. At no time shall late night employees park adjacent to residential uses surrounding the store.

Attachment: CC Ordinance 2324 - 480 E. Hamilton Ave (Second Reading of Ordinance 2324)

e. Delivery Hours: Delivery hours are the hours the store is allowed to receive outdoor deliveries. Delivery hours shall be restricted to 8:00 AM through 6:00 PM Monday through Friday, and 9:00 AM through 3:00 PM Saturday. During nationally recognized holiday and spring season sales, delivery shall be allowed on Sundays from 9:00 AM through 3:00 PM, subject to a maximum of ten (10) Sundays per calendar year. All receiving doors shall remain closed outside of these hours.

f. Delivery Gate Hours: All delivery gates on the site shall only be open during "Delivery Hours" listed in Condition of Approval No. 9.e.

g. Roll Up Door Hours: The roll up door on the southern side of the building shall only be open during "Delivery Hours" listed in Condition of Approval No. 9.e.

h. Parking Lot Gate Hours: Parking lot gates on the northeast and northwest corners of the building shall be open only during "Business Hours" listed in Condition of Approval No. 9.a.

i. Parking Lot Cleanup Hours: Parking lot cleaning shall occur only between the hours of 9:00 AM through 11:00 PM daily.

j. Site Maintenance Hours: Site maintenance, inclusive of all activities identified by CMC Section 21.16.110 (Site maintenance), along the western property line shall only occur during the hours of 9:00 AM through 6:00 PM Monday through Friday only.

10. Deliveries: Deliveries shall be restricted as follows:

a. Location: Deliveries may only be received in the Loading Area as shown on Sheet 2 of **Exhibit B**. At no time shall deliveries be received at any other location. Nursery merchandise may be unloaded in front of the Garden Center, provided the merchandise is immediately brought into the Garden Center.

b. Access and Exit: Delivery vehicles may only access and exit the site from Salmar Avenue using the Truck Access Route as shown on Sheet 6 of **Exhibit B**. At no time shall delivery vehicles access or exit the site from N. Harrison Avenue or any other location. The business operator shall place a sign at the southwestern gate, northwestern gate, and at the southern Salmar exit/entrance warning delivery drivers not to use N. Harrison Avenue to access or exit the site.

c. Vehicle Use of Western Side of Property: The western side of the property abutting the western side of the Hardware Store building may only be used for exit from south to north of delivery vehicles, and for emergency vehicle access. At no time shall delivery vehicles drive north to south along the western property line. The business operator shall place a sign at the southwestern gate and northwestern gate stating that the western side of the property along the existing building may only be used for delivery vehicle exit and emergency vehicle access.

d. Idling: Trucks shall be turned off while unloading in the Loading Area. At no time shall delivery trucks be allowed to idle while unloading in the Loading Area. The business operator shall place a sign at the southeast and southwest corner of the building stating that trucks must be turned off when unloading.

e. Speed Limit: Trucks shall maintain a speed limit of 15 mph when accessing and exiting the site. The business operator shall place speed limit signs at both Salmar Avenue driveways, at the southeast corner of the building, and at the southwest

Attachment: CC Ordinance 2324 - 480 E. Hamilton Ave (Second Reading of Ordinance 2324)

corner of the building. Pursuant to Condition of Approval No. 31 (Modification or Revocation of Permit), the Community Development Director may require installation of speed humps to enforce this requirement upon receipt of verified complaints.

11. Storage: Outdoor storage of product and merchandise shall be restricted as follows:
    a. Location: Outdoor storage of product and merchandise shall be restricted to the Existing Garden Center Storage, Proposed Storage, and Proposed Lumber & Building Storage areas as shown on Sheet 2 of **Exhibit B**, identified as "Outdoor Storage Areas".
    b. Building Permit: The business operator shall apply for a building permit for storage in the Outdoor Storage Areas.
    c. Striping: Outdoor Storage Areas shall be delineated with asphalt striping.
    d. Merchandise: Merchandise off-loaded in the Loading Area shall be placed in the warehouse or in the Outdoor Storage Areas. Merchandise shall not be placed along property lines or in any other locations. Storing pallets in the parking area is prohibited.
    e. Lumber Supplies and Building Materials: Lumber supplies and building materials shall be placed in the warehouse or in the Outdoor Storage Areas. Lumber supplies and building materials shall not be placed along property lines or in any other locations.
    f. Storage Height: Storage in the Outdoor Storage Areas shall be limited to twelve feet in height.
    g. Fire Lane: At no time shall any items be placed within the designated 20-foot fire lane). The fire lane shall remain clear at all times and be marked in compliance with Santa Clara County Fire District Standard and Specifications No. A-6 (Fire Lane Marking).
    h. Western Side of Property: No storage of any kind is permitted in any location along the western side of the property at any time.
12. Salmar Avenue Storage: Pursuant to CMC Section 21.18.120.C (Outdoor storage and work yards) and Section 21.36.160 (Outdoor storage), the Proposed Storage area along the south of the eastern parking lot adjacent to Salmar Avenue as shown on **Exhibit B** must be screened from view by a solid sight obstructing wall or fence with gates not less than six feet in height that are architecturally compatible with other on-site development. Screening must be placed along the edge of the Proposed Storage area and cannot obstruct the adjacent drive-aisle. No later than sixty (60) days after the effective date of the approving ordinance, the business operator shall apply for a Zoning Clearance (and building permit, if applicable), providing a site plan and elevation drawings showing compliant screening in this location to the satisfaction of the Community Development Director. Upon approval of the Zoning Clearance, the screening shall be installed within thirty (30) days. If compliant screening is not feasible or the Community Development Director cannot otherwise approve a Zoning Clearance, this outdoor storage location must be removed no later than sixty (60) days after the effective date of the approving ordinance or the Community Development Director's denial of a Zoning Clearance, whichever occurs later.

Attachment: CC Ordinance 2324 - 480 E. Hamilton Ave (Second Reading of Ordinance 2324)

13. Outdoor Merchandise Display: The outdoor display of merchandise is permitted only in the Existing Merchandise Display area as shown on Sheet 2 in **Exhibit B**. Merchandise may not be displayed in any other location, including in the parking area or the customer service loading zone. The use of forklifts to set-up or remove displays in the Existing Merchandise Display area is limited to "Business Hours" as listed in Condition of Approval No. 9.a.

14. Outdoor Merchandise Sales: With the exception of merchandise sold by the Food Cart Use allowed under Condition of Approval No. 21, no merchandise shall be sold outside the building, including the Garden Center.

15. Gates: Delivery gates shall be provided and maintained as follows:

    a. A delivery gate or traffic control device shall be placed and maintained at the southwestern corner of the building adjacent to the roll up receiving doors. Gate must include a sign stating hours of operation as listed in Condition of Approval No. 9.f (Delivery Gate Hours).

    b. A delivery gate or traffic control device shall be placed and maintained at the northwestern corner of the building. Gate must include a sign stating hours of operation as listed in Condition of Approval No. 9.f (Delivery Gate Hours) and that no entrance is allowed from the north.

    c. A delivery gate or traffic control device shall be placed and maintained south of the Loading Area. Gate must include a sign stating hours of operation as listed in Condition of Approval No. 9.e (Delivery Hours).

    d. A parking gate or traffic control device shall be placed and maintained at the northeast corner of the Hardware Store building and north of the Garden Center. Gate must include a sign stating hours of operation as listed in Condition of Approval No. 9.h (Parking Lot Gate Hours) and that no entrance is allowed from the north.

    e. The design of the gates or traffic control devices shall be approved by the Community Development Director in consultation with the County Fire District.

    f. All delivery and parking lot gates shall be open only during gate operation hours listed in Condition of Approval No. 9 (Hours of Operation).

16. Roll-up Doors: In accordance with the Santa Clara County Fire Department requirements for emergency access, the roll-up door at the southern side of the building shall be retrofitted to be controlled by an electronic timer system to open no earlier than beginning of "Delivery Hours" as listed in Condition of Approval No. 9.e. A sign stating the permitted hours of operation shall be placed adjacent to the door inside the store.

17. Walkways: All walkways and sidewalks shall maintain a 4-foot-wide pedestrian access at all times as shown on Sheet 2 of **Exhibit B**. Walkways and sidewalks must provide for pedestrian access to doors. Walkways and sidewalks shall remain clear of any items, including storage and merchandise, at all times. Walkways along the front of the store shall be striped.

18. Employee Parking: Employee parking, including overnight employee parking, shall be restricted to the Employee Parking areas as shown on Sheet 2 of **Exhibit B**. Each parking spot in the Nighttime Employee Parking area shall be marked with a sign

Attachment: CC Ordinance 2324 - 480 E. Hamilton Ave (Second Reading of Ordinance 2324)

stating that between the hours of 11:00 PM and 6:00 AM the spot is reserved for employees.

19. Employee Congregation: Employees shall not congregate at any point, during breaks or otherwise, on the site within 150 feet of the western property line for any purpose other than required business operations.

20. Temporary Outdoor Cooking: Temporary outdoor cooking for the purpose of providing meals to employees during staff events is permitted within an area up to 75 feet north of the store entrance and 150 feet east of the western property line. Temporary outdoor cooking shall occur only during "Business Hours" listed in Condition of Approval No. 9.a. Employee and guest congregation during temporary outdoor cooking shall comply with Condition of Approval No. 19 (Employee Congregation).

21. Food Cart Use: A maximum of one (1) food service cart may be in operation at any given time at the designated Food Vendor Location as shown on Sheet 2 of **Exhibit B**, subject to the following limitations:

    a. Hours of Operation: Hours of operation, inclusive of customer and employee activity, shall be limited to "Business Hours" listed in Condition of Approval No. 9.a. Outdoor activity related to the food cart use shall conform with "Outdoor Staff Hours" listed in Condition of Approval No 9.c.

    b. Smoking: "No Smoking" signs shall be posted on the premises in compliance with CMC Section 6.11.060.

    c. Trash Disposal and Clean-Up: All trash disposal, normal clean-up, carpet cleaning, window cleaning, sidewalk sweeping, etc. shall occur during the "Hours of Operation." The establishment of shall maintain a sufficient number of trash receptacles as necessary to accommodate customer waste, which shall be emptied daily or more frequently as necessary to prevent refuse from overflowing.

    d. Business License: The business shall be required to obtain and maintain a City business license at all times.

    e. Alcohol Beverage Service: Alcohol beverage service is prohibited.

    f. Outdoor Seating: Outdoor seating incidental to the food service cart shall be limited to two standard-size picnic benches which shall be kept clean and in good repair and replaced and/or fixed as necessary. Any additional furniture, including heaters and umbrellas shall only be installed with prior Zoning Clearance approval by the Community Development Director.

    g. Outdoor Cooking: Outdoor cooking activity for the food cart is prohibited.

    h. Outdoor Storage: No outdoor storage related to the food cart use is permitted on the subject property. No equipment, materials, food and/or refuse shall be stored outside the building or within the adjacent parking lot.

22. Security: If deemed necessary by the Police Chief, the business operator shall prepare a security plan to the satisfaction of the Police Chief, including, but not limited to, provision of private security and/or additional security cameras.

23. Trespassing: The following requirements pertaining to trespassing shall apply:

    a. The business operator shall be required to place "No Trespassing" signs near each customer entrance to the building, at both entrances to the eastern parking lot from

Attachment: CC Ordinance 2324 - 480 E. Hamilton Ave (Second Reading of Ordinance 2324)

Salmar Avenue, and at both entrances to the northern parking lot from E. Hamilton Avenue.

b. The business operator shall be required to request trespassers to leave the property and report trespassers that do not comply to the City Police Department.

24. Noise: The following noise control requirements shall apply:

a. Noise Standard: Regardless of decibel level or source, no noise generated by the business shall obstruct the free use of neighboring properties so as to unreasonably interfere with the comfortable enjoyment of the residents. In the event verified complaints are received by the City regarding such noise, the Community Development Director may immediately curtail any of the approves Hours of Operation, pursuant to Condition of Approval No. 31 (Modification or Revocation of Permit).

b. Front, Side, and Rear Doors: The front and side doors to the business shall remain closed and not be in an open position at any time.

c. Provision of Video Records: In the event that a verified noise complaint is received by the City, the business operator shall upon request of a Code Enforcement Officer make available to the City a copy of video recorded from on-site security cameras.

d. Signs: The business operator shall be required to place signs along the western wall of the Hardware Store building and throughout the parking lot stating that noise must be kept to a minimum.

25. Storm Drainage Discharge: The business operator shall comply with all provisions of CMC Section 14.02.030 regulating stormwater pollution control. The business operator shall not discharge or cause to be discharged into the municipal storm drain system or watercourses any materials other than stormwater, including any pollutants or waters containing any pollutants that cause or threaten to contribute to a violation of applicable water quality standards. The business operator shall not discharge or cause to be discharged into any storm drain or natural outlet or channel, any sewage, industrial waste or other polluted waters or materials without a valid NPDES permit or written authority from the U.S. Environmental Protection Agency or its designated enforcement agent.

26. West Valley Stormwater Authority Compliance: The business operator shall comply with the requirements of the “Notice to Comply” issued by the West Valley Stormwater Authority to the property owner on November 26, 2024.

27. Trash Management: The following trash management requirements shall apply:

a. The business operator shall install additional trash receptacles in front of the Hardware Store and Garden Center and in the parking lot. No later than sixty (60) days after the effective date of the approving ordinance, the business operator shall apply for a Zoning Clearance providing a site plan showing proposed additional trash receptacle locations to the satisfaction of the Community Development Director. Upon approval of the Zoning Clearance, the trash receptacles shall be installed within thirty (30) days.

b. The business operator shall place signs throughout the parking lot stating “No littering.”

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28. Signage: No signage is approved as part of the development application approved herein, with the exception of noise related signs listed in Condition of Approval No. 24 (Noise). All signage shall be installed and maintained consistent with the provision of CMC Chapter 21.30 (Signs).

29. Training: Each time a new general manager assumes responsibility for business operations, said manager shall contact the Community Development Director within their first month to schedule an orientation meeting with Planning Division staff to become familiar with the Conditions of Approval provided herein.

30. Designated Parking: The business operator may designate non-accessible stalls as time-limited parking, "curbside pickup" parking, or preferred customer parking, upon prior approval of the Community Development Director in compliance with CMC Section 21.28.030.B (Parking and loading to be unrestricted). This approval recognizes the authorization to designate eight (8) parking spaces for "preferred contractors," as granted by the Community Development Director in a letter dated November 13, 2009.

31. Modification or Revocation of Permit: Operation of the Hardware Store and Garden Store and related uses pursuant to this Approval is subject to Sections 21.68.020, 21.68.030, and 21.68.040 of the Campbell Municipal Code authorizing the appropriate decision making body to modify or revoke this Approval if it is determined that business operations has become a nuisance to the City's public health, safety or welfare or for violation of the Conditions of Approval or any standards, codes, or ordinances of the City of Campbell. At the discretion of the Community Development Director if the establishment generates two (2) complaints about violations of Conditions of Approval, verified by City staff, within any twelve (12) month period a public hearing before the City Council, upon recommendation by the Planning Commission, may be scheduled to consider modifying conditions of approval or revoking the Approval. The Community Development Director may commence proceedings for the revocation or modification of the Approval upon the occurrence of one (1) complaint about violations of Conditions of Approval, verified by City staff, if the Community Development Director determines that the alleged violation warrants such an action. The Director may also at such time immediately restrict any of the Hours of Operation identified by Condition of Approval No. 9 (Hours of Operation) or require installation of speed humps as specified by Condition of Approval No. 10.e (Speed Limits) to address noise related complaints or speeding related complaints about violations of Conditions of Approval, verified by City staff, in a timely manner. In exercising this authority, the decision-making body may consider the following factors, among others:

    a. The number and types of Police Department calls for service at or near the establishment that are reasonably determined to be a direct result of business operator actions;

    b. The number of verifiable complaints received from residents, business owners, and other citizens concerning the operation of the establishments;

    c. Unpermitted events occurring at the subject site; and

    d. Violation of conditions of approval.

32. Code Enforcement: City staff shall conduct weekly inspections of the site to verify and document compliance with all Conditions of Approval for a six (6) month period following the effective date of the approving ordinance. Inspections shall be

Attachment: CC Ordinance 2324 - 480 E. Hamilton Ave (Second Reading of Ordinance 2324)

summarized and presented to the Planning Commission as part of mandatory reviews required by Condition of Approval No. 6. Information gathered during inspections may be used to initiate modification or revocation of the permit, consistent with Condition of Approval No. 31. The business operator shall provide to the City a $5,000 flat fee to cover staff time cost to conduct these inspections.

BUILDING DEPARTMENT:

33. Permit Required: Building permit application shall be required for all outdoor storage.
34. Conditions of Approval: The Conditions of Approval shall be stated in full on the cover sheet of construction plans submitted for building permits.

PUBLIC WORKS DEPARTMENT:

35. Storm Drain Inventory: Prior to issuance of a building permit, the business operator shall submit a plan showing the inventory of existing on-site storm drain catch basins, including on-site storm drain catch basins with trash capture inserts and on-site storm drain catch basins without trash capture inserts.
36. Trash Capture: Prior to issuance of a building permit, the business operator shall install trash capture inserts (KriStar FloGard or approved equal) in all on-site storm drain catch basins within the site.
37. Trash Insert Maintenance: Prior to issuance of a building permit, the business operator shall enter into an agreement to operate and maintain inserts and to provide regular inspection reports to the Public Works Department documenting that screens are being properly maintained.

SANTA CLARA COUNTY FIRE DISTRICT:

38. Fire Lanes Required: The minimum clear width of fire department access roads shall be 20 feet. The minimum outside turning radius is 50 feet for required circulating access roadways. Fire apparatus access roads shall be designated and marked as a fire lane as set forth in Section 22500.1 of the California Vehicle Code.
39. Fire Apparatus (Engine) Access Roadway Required: Provide an access roadway with a paved all-weather surface, a minimum unobstructed width of 20 feet, vertical clearance of 13 feet 6 inches, minimum circulating turning radius of 50 feet outside, and a maximum slope of 15%. Surface shall be capable of supporting 75K pounds. Installations shall conform to Fire Department Standard Details and Specifications sheet A-1. CFC Sec. 503.

Attachment: CC Ordinance 2324 - 480 E. Hamilton Ave (Second Reading of Ordinance 2324)

EXHIBIT B

THE HOME DEPOT CAMPELL #0642

480 EAST HAMILTON AVENUE
CAMPBELL, CA 95008

PROJECT INFORMATION

SITE ADDRESS:	480 EAST HAMILTON AVENUE CAMPBELL, CA, 95008
APN:	279-33-043
ZONING DISTRICT:	(PD) PLANNED DEVELOPMENT
SCOPE OF WORK:	DESIGNATED AREAS INTENDED FOR HOME DEPOT OUTDOOR SALES, STAGING AREA, AND STORAGE AREA.
LOT AREA :	10.17 AC (443,005 SF)
BUILDING AREA:	121,037 SF
COVERAGE AREA:	123,687 SF
FLOOR AREA RATIO (FAR):	0.273(27.3%)
BUILDING LOT COVERAGE:	0.279 (27.9%)
LANDSCAPE AREA:	34,317 SF
LANDSCAPE COVERAGE:	0.077 (7.7%)
PAVEMENT AREA:	212,908 SF
PAVEMENT COVERAGE:	0.481 (48.1%)
TOTAL PARKING:	450 STALLS

LEGEND

- EXISTING LIMITS OF SUBJECT BOUNDARY
- EXISTING HANDICAP STALLS
- EXISTING FIRE HYDRANT
- EXISTING WATER VALVE
- EXISTING LIGHT POLE
- EXISTING DOOR/EMERGENCY EXIT
- EXISTING BOLLARD
- EXISTING CART CORRAL
- EXISTING CURB
- EXISTING FENCE
- EXISTING WALL
- EXISTING STRIPING

SHEET INDEX

SHEET 1	COVER SHEET
SHEET 2	OVERALL SITE PLAN
SHEET 3	FOCUSED SITE PLAN
SHEET 4	EMERGENCY ACCESS PLAN
SHEET 5	SITE FIRE PLAN
SHEET 6	TRUCK DELIVERY ROUTE

RESERVED FOR CITY

SCOTT A. MOMMER CONSULTING
SAMC
LAND DEVELOPMENT SERVICES
4694 WEST JACQUELYN AVENUE - FRESNO, CA 93722
TEL: 559 970-1000 FAX: 559 276-0850 SMOMMER@SCOTTMOMMER.COM

VICINITY MAP
NOT TO SCALE

COVER SHEET

DATE:	10/15/2022
REVISION DATES	12/02/2022 12/21/2023 09/25/2024
SITE PLANNER	CHRIS FISCHBACH
SITE DEV. COORDINATOR	CASSIE FERREIRA

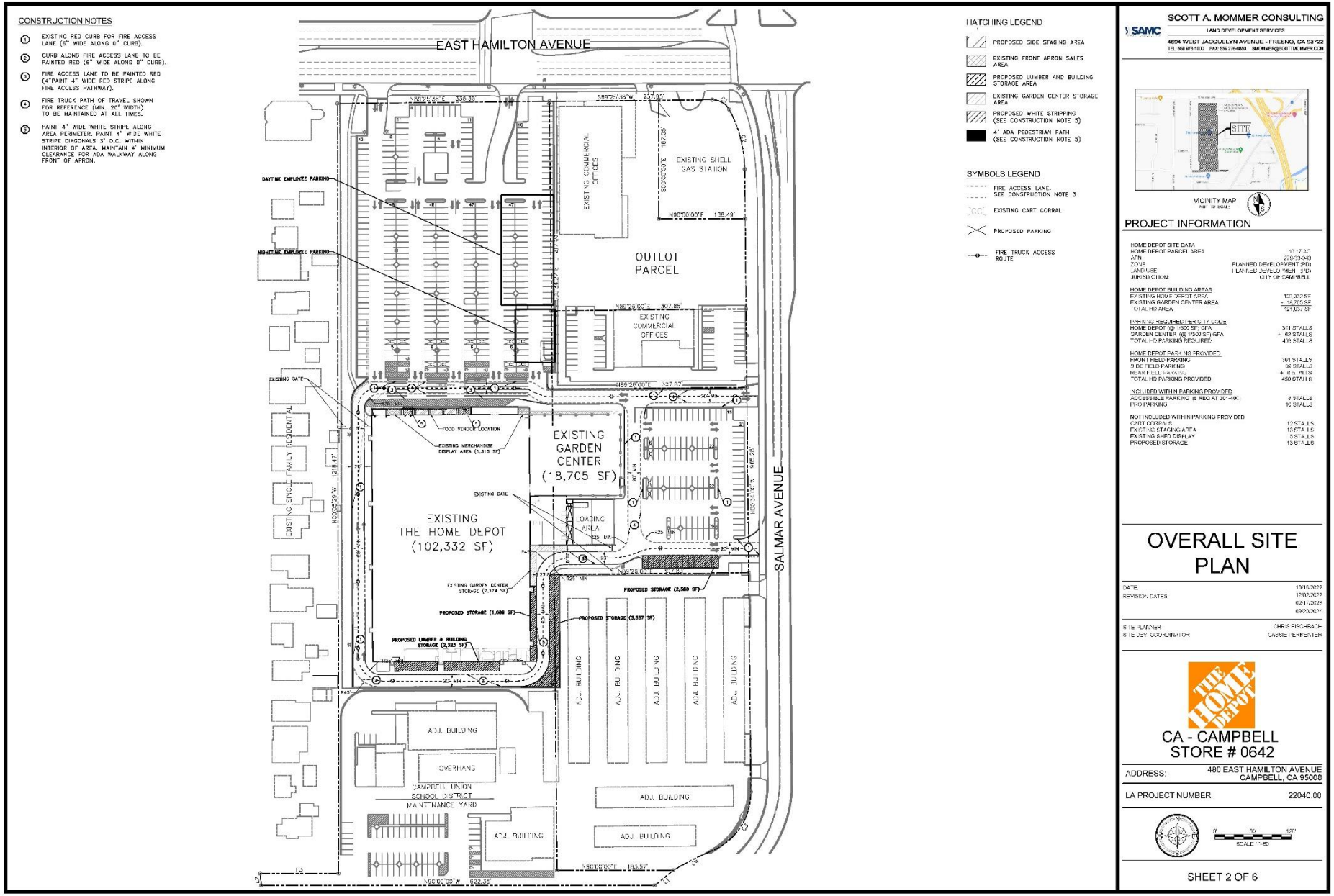
CA - CAMPBELL
STORE # 0642

ADDRESS:	480 EAST HAMILTON AVENUE CAMPBELL, CA 95008
LA PROJECT NUMBER	22040.00

SHEET 1 OF 6

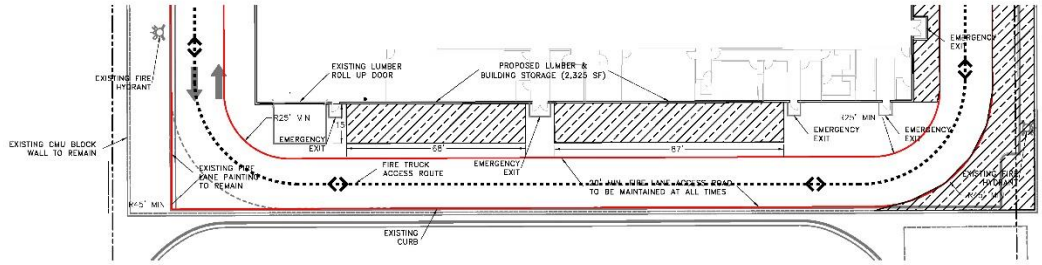
Attachment: CC Ordinance 2324 - 480 E. Hamilton Ave (Second Reading of Ordinance 2324)

EXHIBIT B



Attachment: CC Ordinance 2324 - 480 E. Hamilton Ave (Second Reading of Ordinance 2324)

EXHIBIT B



SECTION A: PROPOSED LUMBER AND STORAGE AREA

SCOTT A. MOMMER CONSULTING
SAMC
LAND DEVELOPMENT SERVICES
4694 WEST JACQUELYN AVENUE - FRESNO, CA 93722
TEL: 559 875-1300 FAX: 559 275-0850 SMOMMER@SCOTTMOMMER.COM

VICINITY MAP
NOT TO SCALE

FOCUSED SITE PLAN

DATE:	10/15/2022
REVISION DATES	12/02/2022 02/21/2023 08/23/2024
SITE PLANNER	CHRIS FISCHBACH
SITE DEV. COORDINATOR	CASSIE PENNEBAKER

CA - CAMPBELL
STORE # 0642

ADDRESS:	480 EAST HAMILTON AVENUE CAMPBELL, CA 95008
LA PROJECT NUMBER	22040.00

SCALE: 1" = 20'

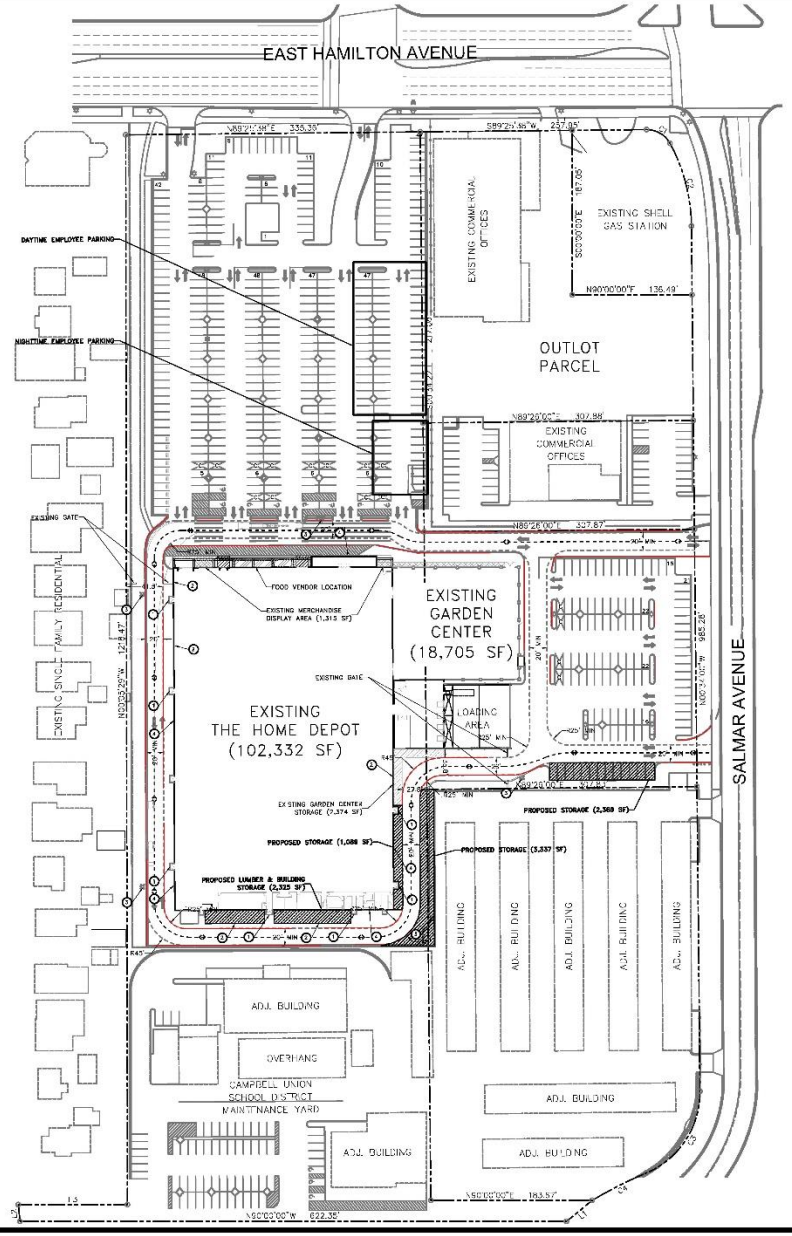
SHEET 3 OF 6

Attachment: CC Ordinance 2324 - 480 E. Hamilton Ave (Second Reading of Ordinance 2324)

EXHIBIT B

NOTES

1. EXISTING EMERGENCY EXIT TO MAINTAIN CLEAR OF OBSTRUCTIONS (KEEP CLEAR 11' WIDE FOR DOUBLE DOORS AND 8' WIDE FOR SINGLE DOORS)
2. ALL PROPOSED STORAGE AND STAGING AREAS TO NOT EXCEED MORE THAN 15' IN HEIGHT FOR FIRE DEPARTMENT AERIAL ACCESS.
3. EXISTING FIRE HYDRANT TO REMAIN AND MAINTAIN AN UNOBSTRUCTED TOTAL CLEARANCE OF 30'. CALIFORNIA VEHICLE CODE 22514.
4. POINTS OF AERIAL ACCESS



HATCHING LEGEND

- PROPOSED SIDE STAGING AREA
- EXISTING FRONT APRON SALES AREA
- PROPOSED LUMBER AND BUILDING STORAGE AREA
- EXISTING GARDEN CENTER STORAGE AREA
- PROPOSED WHITE STRIPPING (SEE CONSTRUCTION NOTE 5)
- 4' ADA PEDESTRIAN PATH (SEE CONSTRUCTION NOTE 5)

SYMBOLS LEGEND

- FIRE ACCESS LANE. SEE CONSTRUCTION NOTE 3
- EXISTING CART CORRAL
- PROPOSED PARKING
- FIRE TRUCK ACCESS ROUTE

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TEL: 559 875-1000 FAX: 559 275-0850 SMOMMER@SCOTTMOMMER.COM

VICINITY MAP
NOT TO SCALE

EMERGENCY ACCESS PLAN

DATE:	10/15/2022
REVISION DATES	12/02/2022
	02/21/2023
	08/20/2024
SITE PLANNER	CHRIS FISCHBACH
SITE DEV. COORDINATOR	CASSIE PENNEBAKER

CA - CAMPBELL
STORE # 0642

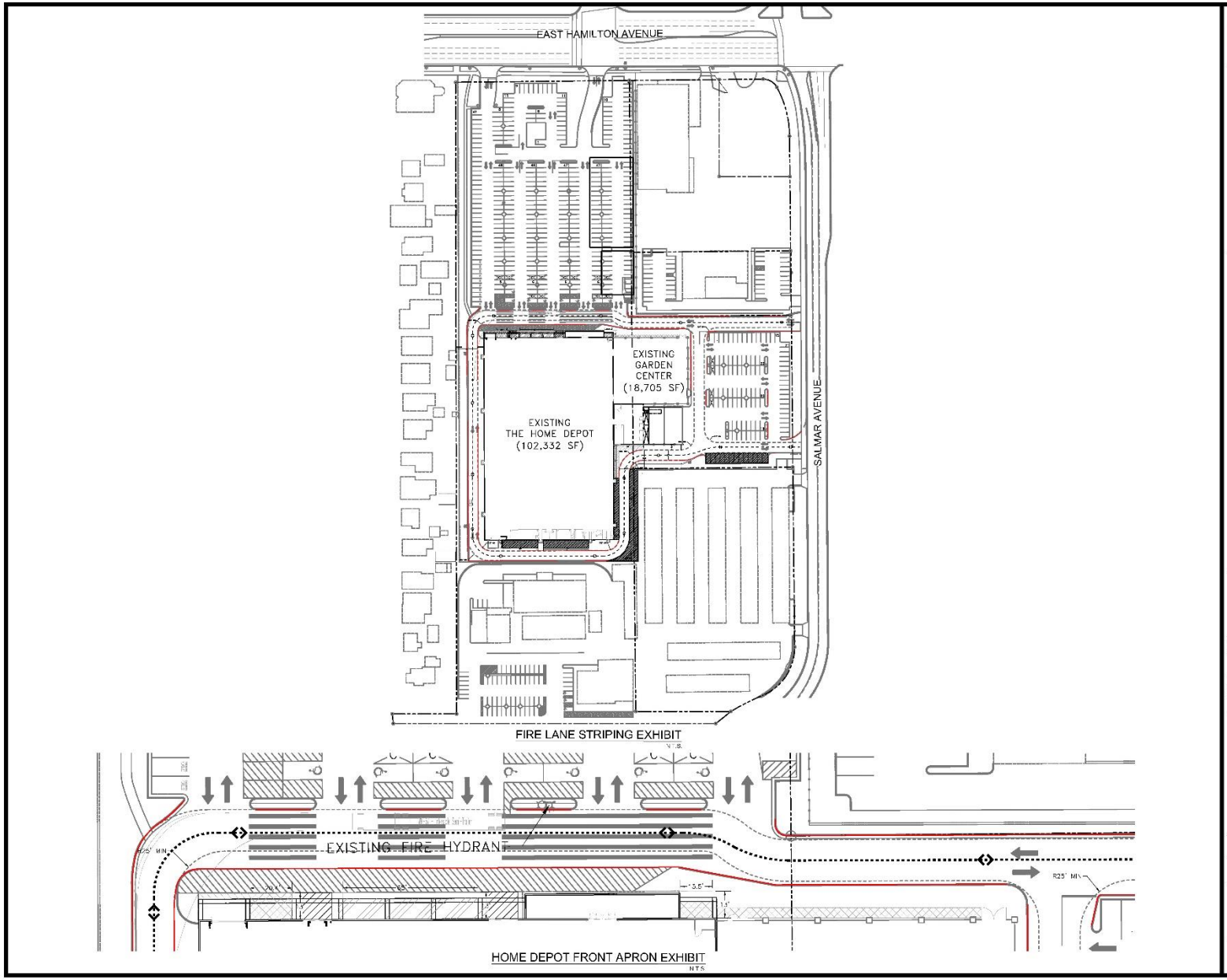
ADDRESS:	480 EAST HAMILTON AVENUE CAMPBELL, CA 95008
LA PROJECT NUMBER	22040.00

SCALE: 1"=60'

SHEET 4 OF 6

Attachment: CC Ordinance 2324 - 480 E. Hamilton Ave (Second Reading of Ordinance 2324)

EXHIBIT B



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4694 WEST JACQUELYN AVENUE - FRESNO, CA 93722
TEL: 559 875-1300 FAX: 559 275-0850 SMOMMER@SCOTTMOMMER.COM

VICINITY MAP

FIRE PLAN

DATE:	10/15/2022
REVISION DATES	12/02/2022
	02/21/2023
	09/23/2024
SITE PLANNER	CHRIS FISCHBACH
SITE DEV. COORDINATOR	CASSIE PENNEBAKER

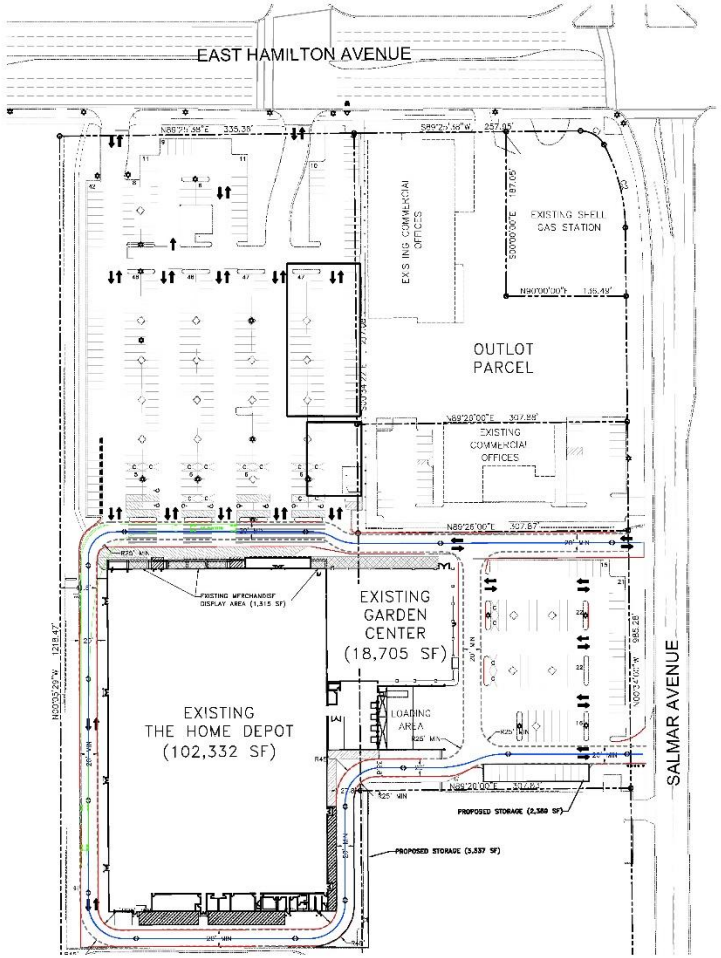
CA - CAMPBELL
STORE # 0642

ADDRESS:	480 EAST HAMILTON AVENUE CAMPBELL, CA 95008
LA PROJECT NUMBER	22040.00

SHEET 5 OF 6

Attachment: CC Ordinance 2324 - 480 E. Hamilton Ave (Second Reading of Ordinance 2324)

EXHIBIT B



SYMBOLS LEGEND

- FIRE ACCESS LANE. SEE CONSTRUCTION NOTE 3
- EXISTING CART CORRAL
- PROPOSED PARKING
- TRUCK ACCESS ROUTE

SCOTT A. MOMMER CONSULTING
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4694 WEST JACQUELYN AVENUE - FRESNO, CA 93722
TEL: 559 875-1000 FAX: 559 275-0850 SMOMMER@SCOTTMOMMER.COM

VICINITY MAP
NOT TO SCALE

TRUCK DELIVERY ROUTE

DATE:	10/15/2022
REVISION DATES	12/02/2022 02/21/2023 09/20/2024
SITE PLANNER	CHRIS PSCHIRADT
SITE DEV. COORDINATOR	CASSIE PENNESTEN

THE HOME DEPOT

CA - CAMPBELL
STORE # 0642

ADDRESS:	480 EAST HAMILTON AVENUE CAMPBELL, CA 95008
LA PROJECT NUMBER	22040.00

SCALE: 1"=60'

SHEET 6 OF 6

Attachment: CC Ordinance 2324 - 480 E. Hamilton Ave (Second Reading of Ordinance 2324)

City Council Report

Item: 7
Category: CONSENT CALENDAR
Meeting Date: March 18, 2025

TITLE: **Awarding a Contract and Authorizing the City Manager to Execute a Consultant Services Agreement with Mithun Inc. for the Completion of the Hamilton Avenue Public Improvement Plan. (Resolution/Roll Call Vote)**

RECOMMENDED ACTION

Adopt a Resolution, approving a contract and authorizing the City Manager to execute a consultant services agreement with Mithun Inc. for the completion of the Hamilton Avenue Public Improvement Plan, and initiating a corresponding budget adjustment.

EXECUTIVE SUMMARY

This item seeks Council approval to award a contract to Mithun Inc. for developing the Hamilton Avenue Public Improvement Plan. A $400,000 Priority Development Area (PDA) grant from MTC, **which requires no matching funds from the city**, is expected to fully fund the base service agreement. To ensure flexibility, staff recommends establishing a $50,000 contingency fund to cover unforeseen project needs that may arise during plan development.

The scope of services anticipates extensive public outreach and stakeholder engagement holding up to four (4) community meetings and seven (7) public meetings inclusive of an initial kick-off meeting with the City Council. The process will conclude with the adoption of the Hamilton Avenue Public Improvement Plan, which will include conceptual engineering designs and cost estimates for streetscape and corridor enhancements along the Hamilton Avenue/Highway 17 corridor, consistent with Goal LU-9 of the 2040 General Plan.

BACKGROUND

As part of the 2040 General Plan update, the Hamilton Avenue / Highway 17 interchange was identified for transportation improvements, gateway enhancements, and transit-oriented housing. In support of this goal, the General Plan included an action calling for the preparation and adoption of a Precise Plan for the Hamilton Avenue area.

Goal LU-9: *Facilitate the transition of the Hamilton Avenue area into a vibrant, transit-oriented, mixed-use district with safe and convenient multimodal connectivity.*

Action LU-9.a*: Prepare and adopt a Precise Plan for the Hamilton Avenue area shown on Figure LU-2.*

In 2023, the city secured a $400,000 Priority Development Area (PDA) grant from the Metropolitan Planning Commission (MTC) and initiated a procurement process for consultant services for development of the "Precise Plan."

In 2024, the City canceled the procurement process for the development of a "Precise Plan" and issued a revised Request for Proposals (RFP) for a "Public Improvement Plan." Given that much of the planning for new development in the Hamilton area was addressed through the General Plan and Housing Element, the revised RFP clarified the scope to focus on multimodal and public improvements while also aiming to attract more applicants, streamline stakeholder engagement, and refine the environmental review process.

Earlier this month, the City issued a Notice of Intent to Award the consultant services agreement to Mithun Inc. (see "Discussion").

DISCUSSION

After an extensive outreach and procurement process, the selection committee, including staff from the Planning Division and Public Works Department, recommends awarding the consultant service contract to Mithun Inc. for its strong qualifications, cost-effectiveness, and ability to meet the project's timeline and grant requirements.

Mithun Inc. will serve as the primary consultant and urban design lead for the project and be supported by four (4) subconsultants including Fehr & Peers (transportation and multi-modal planning), BKF Engineers (civil engineering), Forward City Labs (stakeholder engagement), and ESA (environmental review).

The team has a strong working relationship and coordinated to reduce costs and ensure timely completion of the work (see Scope of Work, Budget, and Schedule below).

Scope of Work

The Hamilton Avenue Public Improvement Plan focuses on enhancing multimodal connectivity, safety, and accessibility while strengthening the visual identity of the corridor. Led by Mithun, the consultant team will guide the project through a collaborative public improvement process involving City staff and stakeholders. Key aspects of the work include:

- Community Engagement & Public Hearings: A robust engagement strategy will provide opportunities for residents, businesses, and transit users to shape the corridor's future. The plan includes an introductory presentation to City Council, four (4) community meetings, two (2) Planning Commission meetings, and four (4) City Council meetings to gather input, present findings, and receive policy direction. Outreach materials such as, but not limited to: flyers, surveys, and social media content will support public involvement.

- Complete Streets & Gateway Features Plans: The plan will prioritize multimodal safety, complete streets improvements, gateway features, and a streetscape improvement strategy. A Complete Streets Improvement Plan will recommend roadway and intersection-level upgrades, while a Conceptual Gateway Features Plan will outline design options for key entry points.

- Transit-Oriented Community Compliance & Environmental Review: The project will assess existing land use policies and identify policy gaps to align with regional mobility goals (i.e., MTC's Transit-Oriented Communities Policy). The project will undergo environmental review under CEQA and NEPA to ensure regulatory compliance.

The final Public Improvement Plan will serve as a comprehensive roadmap for future infrastructure investments, integrating all aspects of the work plan into a single, cohesive policy document. It will include cost estimates and conceptual engineering designs for the corridor, ensuring a strategic approach to enhancing mobility, safety, and connectivity while addressing key infrastructure needs and regional policy requirements.

Budget

The total estimated project cost is $450,000, covering consultant fees, public outreach, technical analyses, and environmental review. This estimate includes a $50,000 contingency budget to address unforeseen project needs during plan development. A detailed breakdown of project costs is provided in the fiscal impact section of this report.

Schedule

The city is required to complete the Hamilton Avenue Public Improvement Plan within 30-months from the commencement of work. Below is a summary of key milestones and their estimated completion dates:

Milestone / Deliverable	**Estimated Completion**
Contract Awarded / Project Initiated	April 2025[1]
Existing Conditions Analysis	July 2025
Draft Complete Streets & Gateway Features Plan	November 2025
Draft Public Improvement Plan	June 2026
Final Plan & CEQA/NEPA Analysis	November 2026
City Council Adoption	**February 2027**

As outlined in the table above, the project is expected to be completed within 22 months, well ahead of the 30-month timeline required term of the grant.

[1] Project initiation is primarily dependent on the execution of a supplemental agreement by MTC/ABAG, which may take 6 to 8 weeks for authorization. If there are any delays in the execution, the project schedule will be adjusted accordingly, with the overall timeline extended by the same duration.

FISCAL IMPACT

The $400,000 Priority Development Area (PDA) grant from the Metropolitan Transportation Commission (MTC) is expected to fully fund the base service agreement, requiring no matching funds from the City. As a result, the $400,000 in projected expenditures will be entirely covered by grant revenues. In addition, staff recommends the establishment of a $50,000 contingency fund to address unforeseen project needs during the development of the plan. The Community Development Department's FY 25 Budget already identifies $100,000 in General Fund dollars as needed to support the Hamilton Plan. As such, use of a $50,000 contingency will result in a $50,000 budget savings in account 101.552.7430 and that is reflected in the attached budget adjustment form along with recognition and appropriation of the $400,000 MTC grant.

While there is a potential risk that federal funding associated with the grant may be withdrawn, the terms of the grant agreement with MTC/ABAG ensure that the City would receive at least 90 days' notice before funding is no longer covered. Given that the City's consultant services agreement includes a 30-day termination clause, there is limited, to no, risk that the city would be responsible for consultant costs that cannot be reimbursed. If grant funding is cut before the project begins, staff will not move forward with the project unless Council provides separate authorization.

ALTERNATIVES

1. Take no action. Staff does not recommend this alternative, since without consultant support the project will not be able to be completed and result in the City forfeiting the $400,000 grant awarded by MTC/ABAG.
2. Direct staff to work with the selected consultant to refine deliverables prior to awarding the contract.

Prepared by:

Tracy Tam, Associate Planner

Reviewed by:

Rob Eastwood, Community Development Director

Approved by:

Brian Loventhal, City Manager

Attachment:

a. Draft Resolution
b. Mithun Proposal
c. Budget Adjustment
d. Standard Consultant Services Agreement

RESOLUTION NO.

BEING A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAMPBELL APPROVING A CONTRACT AND AUTHORIZING THE CITY MANAGER TO EXECUTE A CONSULTANT SERVICES AGREEMENT WITH MITHUN INC. FOR THE COMPLETION OF THE HAMILTON AVENUE PUBLIC IMPROVEMENT PLAN AND INITIATING A CORRESPONDING BUDGET ADJUSTMENT.

After notification and public hearing, as specified by law, and after presentation by the Community Development Director, proponents and opponents, the hearing was closed.

The City Council finds as follows with regard to awarding a contract and authorizing the City Manager to execute a consultant services agreement with Mithun Inc. for the completion of the Hamilton Avenue Public Improvement Plan and initiating a corresponding budget adjustment:

WHEREAS, as part of the 2040 General Plan update, the Hamilton Avenue / Highway 17 interchange was identified for transportation improvements, gateway enhancements, and transit-oriented housing. In support of this goal, the General Plan included an action calling for the preparation and adoption of a Precise Plan for the Hamilton Avenue area;

WHEREAS, in 2023, the city secured a $400,000 Priority Development Area (PDA) grant from the Metropolitan Planning Commission (MTC) and initiated a procurement process for consultant services for development of a plan for Hamilton Avenue consistent with the goals and actions of the General Plan;

WHEREAS, the technical and professional qualifications required were based solely on the needs of the project, with clear, objective, and transparent criteria;

WHEREAS, in accordance with Campbell Municipal Code (“CMC”) Section 3.20.091 (Request for proposals (RFP)), the bidding procedures specified in CMC 3.20.050 (Formal contract procedure) may be dispensed with for the purchases of supplies and services that are technical in nature;

WHEREAS, on September 19, 2023, the City Council adopted a Resolution accepting a Priority Development Area (PDA) grant from the Metropolitan Transportation Commission (MTC) to fund the development of the Hamilton Avenue Precise Plan, approving a Master Funding Agreement with MTC, and authorizing the City Manager to execute the agreement and related supplements, and approving the release of a Request for Proposals (RFP) for related consultant services finding the services required to be technical in nature;

WHEREAS, the City circulated an RFP for the preparation of the Hamilton Avenue Public Improvement Plan from December 20, 2024 to February 14, 2025;

Attachment: Draft Resolution (Awarding a Contract with Mithun Inc.)

WHEREAS, the solicitation provided potential bidders with adequate time and opportunity to respond;

WHEREAS, no excessive requirements (such as unnecessary experience levels, qualifications, or proprietary specifications) were imposed, ensuring that all qualified firms had a reasonable opportunity to participate;

WHEREAS, the City has abided by all requirements of Campbell Municipal Code ("CMC") Section 3.20.091 (Request for proposals (RFP) and the grant in the procurement of services;

WHEREAS, while the $400,000 in grant funding is expected to fully fund the base service agreement, to ensure flexibility, staff has requested establishing a to cover the costs of the staff has recommended establishing a $50,000 contingency fund to cover unforeseen project needs that may arise during plan development;

WHEREAS, City Council award of the contract does not guarantee a commitment to services which remains subject to successful negotiations, execution of a consultant services agreement by the City Manager, and obtaining all necessary approvals from relevant state and federal agencies (e.g., MTC/ABAG, Caltrans);

WHEREAS, approval of the attached Request for Budget Adjustments form shown as Exhibit A to this resolution is necessary to encumber funds required for the project, which will be offset by revenue from the grant, and separately reduce the amount set aside as a contingency fund to cover unforeseen project needs that may arise during plan development.

THEREFORE, BE IT RESOLVED that the City Council hereby approves a contract and authorizes the City Manager to execute a consultant services agreement with Mithun Inc. for the completion of the Hamilton Avenue Public Improvement Plan and authorizing a corresponding budget adjustment to establish a contingency fund for the project as set forth in Exhibit A.

PASSED AND ADOPTED this ___ day of ___ 2025, by the following roll call vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:
ABSTAIN: COUNCILMEMBERS:

Attachment: Draft Resolution (Awarding a Contract with Mithun Inc.)

APPROVED:

_____
Sergio Lopez, Mayor

ATTEST:

_____
Andrea Sanders, City Clerk

Attachment: Draft Resolution (Awarding a Contract with Mithun Inc.)

Exhibit A

City of Campbell
Request for Budget Adjustments

Department/Program	Division	Date	Request No.
Community Developoment	552 - Policy Development	March 18, 2025	BA-18

Budget to be Reduced

Fund/Program	Account Number	Description	Amount
101.552	7430	Professional Services - Contigency Reduction	$ 50,000.00

Budget to be Increased

Fund/Program	Account Number	Description	Amount
EXPENDITURES			
101.552	7430	Professional Services - Contract Award for Hamilton Ave Public Improvement Plan	$ 400,000.00
REVENUE			
101.552	4523	Other Grants - Priority Development Area (PDA) Grant from MTC	400,000.00

REASON FOR REQUEST - BE SPECIFIC:

Appropriate $400,000 towards 101.552.7430 (Policy Development - Professional Services) for the contract award, which is funded fully by the Priority Development Area (PDA) Grant from MTC. Furthermore, reduce the necessary contingency by $50,000 (from $100,000 in the the FY2025 Adopted Operating Budget to $50,000).

Will Fuentes	Rob Eastwood	Brian Loventhal
Finance Director	Community Developoment Director	City Manager

Attachment: Draft Resolution (Awarding a Contract with Mithun Inc.)

February 14, 2025

Hamilton Avenue Public Improvement Plan

Prepared for the City of Campbell

Mithun Inc.
Erin Christensen Ishizaki, AICP, AIA
585 Howard Street #300
San Francisco, CA 94105
(415) 956 0688
erini@mithun.com

MITHŪN

Attachment: Mithun Proposal (Awarding a Contract with Mithun Inc.)

Kapuso at the Upper Yard / San Francisco, CA

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Attachment: Mithun Proposal (Awarding a Contract with Mithun Inc.)

MITHŪN

February 14, 2025

Hamilton Avenue Public Improvement Plan
Attention: Office of the City Clerk
70 N. First Street
Campbell, CA 95008

Re: Hamilton Avenue Public Improvement Plan

To Members of the Evaluation Panel,

We enthusiastically submit our proposal for this important project. Based on the recent updates to the RFP requirements and scope of work, we have brought forward a new team of consultants with some intentional adjustments to respond to these changes. With the shift in focus from Precise Plan development to Complete Streets, gateway features and streetscape improvements, urban design and engineering, we have assembled a highly-qualified team to guide and execute the Hamilton Avenue Public Improvement Plan.

Our proposed team is led by Mithun and includes the addition of Tim Mollette-Parks, landscape architect, as Streetscape Design Lead. Tim has over twenty years of experience leading high-profile streetscape and landscape design work, including streetscapes in Los Angeles and the Seaside Way Pedestrian Bridge in Long Beach. The Mithun team has expanded to include Forward City Labs (FCL)—a Disadvantaged Business Enterprise (DBE) with deep local knowledge of the South Bay's social and political fabric and a focus on community-based planning—to lead public engagement efforts. FCL will harness existing relationships and local knowledge to meet the City's intention of a targeted public engagement process. Our team also includes Environmental Science Associates (ESA), who bring over 50 years of experience and a depth of understanding of the complexities of planning, design, environmental, and regulatory requirements for public improvement projects, to lead the CEQA/NEPA analyses. These additional project partners will complement the work of our preexisting team. Together, with BKF Engineers and Fehr & Peers, our team is well-equipped to deliver a Public Improvement Plan that builds toward the City's vision for a vibrant, safe, and transit-oriented Hamilton Avenue.

With steady growth around the region, and exciting momentum in recent years, it is an important moment for the City of Campbell. The community has amazing diversity, natural assets like the Los Gatos Creek, and unrealized housing development potential. There is opportunity to take advantage of the scale and unique potential for a walkable, transit and trail-oriented corridor, support enhanced multimodal infrastructure, and realize quality of life and resilient outcomes. We applaud the City's efforts to proactively plan for the next generation, with updates to the General Plan, ongoing Department of Public Works projects to enhance the quality of infrastructure, and other stepwise efforts to envision a more walkable, people oriented, and vibrant area.

Seattle
Pier 56
1201 Alaskan Way #200
Seattle, WA 98101

San Francisco
585 Howard Street #300
San Francisco, CA 94105

Los Angeles
5837 Adams Boulevard
Culver City, CA 90232

mithun.com

Attachment: Mithun Proposal (Awarding a Contract with Mithun Inc.)

The VTA Light Rail, bus lines, and Los Gatos Creek Trail are assets for the community. By improving a well-designed multimodal streetscape, these assets—along with improved connectivity to Downtown, the Hamilton Station, and the Pruneyard/Creekside District—can create an important gateway to the City. It is critical to work with a team of experienced consultant partners that understands the current conditions, challenges, policy and planning context, stakeholder interests, and the City's staff and resources. The Public Improvement Plan can help to garner support and interest in realizing the vision and unique opportunities at Hamilton Avenue.

As prime, **Mithun** will serve as the main point of contact for the City, leading project management (Task 1). Mithun will also serve as urban design lead for this project, bringing exemplary public realm and landscape design experience with a focus on multimodal access, climate resilience, human health, and social equity. Drawing from Mithun's diverse project portfolio for different client groups (public, institutional, non-profit, and private) and unique experience working with regional transit agencies, local governments, and developers, Mithun can navigate competing issues associated with the public realm, address the complexity of evolving districts, and coordinate technical and stakeholder priorities.

We are excited to include **Fehr & Peers** to draw on their experience and national leadership in station integration, complete streets design, and mobility hubs. They will bring their local experience, having supported the Campbell General Plan updates, and are familiar with coordinating with agencies such as Caltrans, MTC, and regional efforts like Plan Bay 2050. **BKF Engineers** will provide a strong foundation for this project, bringing their local and regional knowledge to bear in their infrastructure and capital planning, including the Walnut Creek BART Transit Village, West Dublin-Pleasanton BART Station, and Moffett Park Infrastructure Master Plan. **Forward City Labs** will imbue the project with community input at all stages, drawing on their deep local connections and experience with local and regional transit agencies, governments, and community groups, such as VTA and the Santa Clara County. With **Environmental Science Associates'** leadership, we will not only effectively deliver environmental review during the preliminary project development, but will also set it up for future success in development of final plans and specifications, and project construction.

Many of the Mithun team members have personal connections to Campbell, whether as residents, former staff, or past project experience.

Our team is led by three key individuals:

—**Erin Ishizaki, Partner-in-Charge and Urban Design Strategy**: Erin brings more than 20 years of national experience in urban design and planning to support lively, mixed-use, transit-oriented corridors and evolving communities and the delivery of healthy housing and high-performance development. In her advisory role, Erin will offer strategic guidance to the team on the urban design approach to supporting inclusive, welcoming, and vibrant public realm in the Hamilton Avenue area of Campbell.

—**Yao Lu, Project Manager and Urban Design Lead:** Yao offers over 10 years of experience in planning and urban design of transit-oriented development, station areas, Complete Streets, transit corridors, streetscapes and public open spaces, and complex stakeholder coordination. She has been successful in using design to navigate competing and complimenting interests toward a resolution. Yao will serve as Project Manager as well as Urban Design Lead and the lead for multidisciplinary coordination across Transportation and Civil Engineering tasks.

—**Tim Mollette-Parks, Streetscape Design Lead:** Tim brings over 20 years experience delivering landscape and urban design projects of high-design quality in complex urban conditions. Tim's resume of urban design and built landscape work demonstrates a careful understanding of the local cultural, ecological and programmatic context. With deep experience working in a wide range of scales and contexts, Tim will serve as Streetscape Design Lead and shepherd the Hamilton Avenue Public Improvement Plan in realizing dynamic and resilient public spaces for Campbell.

We have reviewed the requirements and guidance in the latest RFP and its Addendum, and *confirm that there is no conflict of interest, actual or apparent, that would limit our team's ability to provide the requested services.* Through this proposal, the Mithun team offers to enter into a contract to perform work related to this RFP for a *period of one-hundred and twenty (120) days from the due date for proposals.*

Together with the City and its stakeholders, the Mithun team will develop a public improvement plan to improve livability and accessibility for residents of all ages and abilities, set up a strong regulatory and planning framework, and establish clear pathways to implementation. Our role as consultants is to offer our technical experience to support City staff, residents, and community stakeholders, who are the true experts in planning the future of Hamilton Avenue. Our work style is collaborative, communicative, and transparent. Our goal is to optimize the consulting budget resources to facilitate a shared vision and roadmap toward next steps. We can be flexible and adaptable to best meet the project goals and requirements. We believe your vision is achievable by garnering broad support, taking a practical approach to feasibility and implementation, and establishing a clear strategy to guide the way.

We would be honored to work with you, your stakeholders, and the broader community to create an innovative public improvement plan that will set the bar and a clear path to implementation.

Warm Regards,

Erin Christensen Ishizaki, AICP, AIA
Principal in Charge,
Urban Design Strategy

Yao Lu, AICP
Project Manager and
Urban Design Lead

Tim Mollette-Parks, ASLA
Streetscape Design Lead

Attachment: Mithun Proposal (Awarding a Contract with Mithun Inc.)

Overview & Summary

Project Understanding

Connecting the Winchester Boulevard corridor with the Pruneyard Commercial District and Bascom Avenue corridor, the Hamilton Avenue study area serves as the City's northern gateway, accessible via the VTA Light Rail Hamilton Station, Los Gatos Creek Trail, and Highway 17. The 2040 General Plan outlines a vision to transform the Hamilton Avenue area into a walkable, mixed-use, transit-oriented community This transformation focuses on multimodal street connections and safe pedestrian and bicycle access to key amenities like Hamilton Station, Los Gatos Creek Trail, Downtown, and the Pruneyard District. The Mithun team is excited to seize the opportunity to develop a Hamilton Avenue Public Improvement Plan that establishes a distinct identity for the area through gateway design features, enhances multimodal connections, and improves bicycle and pedestrian safety and connectivity.

The Hamilton Avenue Public Improvement Plan provides a unique opportunity for the next generation of the Campbell community and beyond to benefit from a dynamic, vibrant public realm with safe connections and access to transit, amenities and services. The Public Improvement Plan will focus on urban design and public realm improvements that will help achieve these goals. This Public Improvement Plan will facilitate the creation of a shared vision across community members, property and business owners and other stakeholders.

We have reviewed the scope of work and procurement requirements outlined in the revised RFP and appreciate the City's efforts to clarify the focus around Complete Streets principles, streetscape enhancements, and gateway experience while providing clear guidance on its coordination with other Public Works projects.

85th Street Station Area Plan / Kirkland, WA

We value the emphasis on improving multimodal connections and enhancing the public realm, as these are essential foundations for creating an equitable, vibrant, and resilient community.

Proposed Approach

Identity of Place and Gateway Approach:

Identity of place is formed through layers of our experiences and memories of a place. What makes that place special—whether nature or culture or human connections—is experienced through layers of our identities. Through policies and programs over many decades in North America, including redlining practices, highway and housing subsidies in the postwar boom of the 1950s, our community structure reflects a high value on separation and privacy rather than community. It is spatialized in the places we inhabit. As a response to this condition, our gateway feature approach centers on a place- and people-based design approach with the goal of increasing connections—to each other, to culture, and to nature.

Multimodal Design and Public Infrastructure:

We understand the importance of listening to the needs of the community and identifying multifunctional solutions that meet the current and future infrastructure needs of the neighborhood. With an emphasis on mobility and safe transportation options for users of all ages and abilities, our team is committed to identifying near- and long-term solutions that are feasible and implementable.

Bringing our past and current experiences working with the City of Santa Clara, VTA, and Caltrans, we will support the community in developing a blueprint for infrastructure improvements that foster mobility, health, and safety. Our team brings extensive experience supporting community led planning efforts that may incorporate and explore innovative and/or temporary installations that not only engage the community with tangible actions, but also allow for the study of benefits and/or unintended impacts to the neighborhood.

These pop-ups and demonstration projects have proven to be beneficial in community consensus and project funding for long-term, more permanent solutions including, but not limited to, multimodal infrastructure, green stormwater infrastructure, intersection and crossing improvements, lighting and tree canopy.

Co-Design Approach and Methods:

We are committed to a community-centered engagement approach that prioritizes inclusivity, transparency, and meaningful participation. Our methodology empowers communities by facilitating the exploration, analysis, and conceptualization of complex issues— and eventually, co-design with community members. Our approach prioritizes equity and accessibility, ensuring that all stakeholders—regardless of background, language, or availability—can meaningfully engage in the process. We employ diverse outreach and engagement tools to reach underrepresented groups. Recognizing the unique character of each community, we implement a place-based engagement strategy tailored to the specific needs of local stakeholders. Our approach emphasizes communication, listening and regular reflection, and integrates healing-centered practices to ensure that everyone can engage respectfully, do their best work, and align with project needs and community priorities.

Communication and Visualization:

We see the visualization and communication skills of the team as foundational to unlocking both community participation and community planning success— and ensuring the two are intertwined.

Our team has found success with developing visual resources to convey technical or policy information in easy-to-understand ways. These visual depictions can serve as the backbone for multiple uses, including fact sheets, social media posts, and presentations that can be distributed to Community Leaders to share in their wider networks beyond the project-specific meetings.

Attachment: Mithun Proposal (Awarding a Contract with Mithun Inc.)

Kapuso at the Upper Yard / San Francisco, CA

Organization Chart & Staff Qualification

Organization Chart

CITY OF CAMPBELL

Community Development Dept.

MITHUN

Erin Christensen Ishizaki
Partner in Charge

DAY-TO-DAY CONTACT

Yao Lu
Project Manager and Urban Design Lead

Claire Mardian
Urban Planner

Tim Mollette-Parks
Streetscape Design Lead

Nazanin Mehrin
Urban Designer

FEHR & PEERS

Matt Haynes
Transportation / Mobility Lead

BKF ENGINEERS

Vitina Mandella
Civil Engineering Lead

FORWARD CITY LABS

Atisha Varshney
Engagement Lead

ESA

Christine Fukasawa
Environmental Lead

VTA Capitol Station Affordable TOD / San Jose, CA

Attachment: Mithun Proposal (Awarding a Contract with Mithun Inc.)

Mithun has extensive experience in large-scale, complex transit station area planning projects, improving multimodal access, and designing streetscape and public space landscape. This experience coordinating with multiple design and engineering partners will bring leadership, creativity, and implementation knowledge to the Public Improvement Plan efforts.

Our work is built on an understanding that transit infrastructure and streets are not just about transportation, it's about creating value and expanding opportunity across economic, social, and environmental needs. That's why our approach to transit infrastructure emphasizes these co-benefits and connections across our work. Our work for City of Kirkland's NE 85th Street Station Area Plan is an example of this integrated approach. As part of a regional transit plan that connects to downtown Seattle, our team is leveraging the new BRT Station as an opportunity to reconnect neighborhoods through enhanced multimodal network, maximize ridership through unlocking development potential, and create tangible benefits for the local community.

Mithun works across different scales. From working with regional transit agencies to navigate complex operational needs, overcome utility and grading challenges when working on access and public realm designs around each of the proposed light rail stations, to focusing on improvements of streets, gateways, and transit stops, our team also brings national leading-edge public realm and landscape architecture experience. Mithun's deep experience in street typologies, public space design, and building types enables a holistic approach to ambitious, achievable plans and supporting implementation tools.

Yao Lu is the Project Manager and Urban Design Lead, coordinating the multidisciplinary team.

Erin Ishizaki is the Urban Design Strategic Advisor who will offer strategic guidance on inclusive, welcoming, and vibrant public realm.

Tim Mollette-Parks is the Streetscape Design Lead who will guide gateway features, green stormwater management, and streetscape landscape.

Fehr & Peers will support transportation network analysis and multimodal planning. Fehr & Peers has extensive experience in multimodal transportation planning and in developing and analyzing transportation networks. They have led transportation planning for dozens of General Plans and Corridor Plans in Santa Clara County. As a result, they have a thorough understanding of regional and local travel patterns and circulation needs. They are currently working on several studies looking at regional travel patterns, including the MTC Transit 2050+ study and the VTA Countywide High-Capacity Transit Corridors study. They have also been involved in several nearby complete streets planning and design efforts, including along Bascom Avenue, Winchester Boulevard and Stevens Creek Boulevard. Fehr & Peers and Mithun often collaborate on multimodal, TOC projects.

BKF will provide civil engineering support for roadway improvement projects and focus on utility analysis.
BKF has been responsible for civil engineering and planning services for many significant specific area planning projects throughout the San Francisco Bay Area, notably, the Walnut Creek BART Transit Village, the West Dublin-Pleasanton BART Station, and the Moffett Park Infrastructure Master Plan. Specific area planning projects begin with an understanding of the process, schedule, and phasing, and end with documented communication and plans that clearly define the project's objectives. BKF identifies agency requirements, project impacts, phasing, and mitigation that will frame the design and impact the scope and cost of the project.

ESA will provide environmental planning services and lead CEQA/NEPA compliance. Environmental Science Associates (ESA), established in the Bay Area in 1969, is an employee-owned environmental consulting and planning firm of more than 750 professionals, including environmental planners, engineers, scientists, biologists, cultural resource specialists, hydrologists, and regulatory specialists that provide proficiency in California Environmental Quality Act (CEQA), National Environmental Policy Act (NEPA), and supporting environmental technical studies and regulatory permitting.

Wildcat Creek Trail + Community Park / North Richmond, CA

ESA understands local agency federal-aid guidelines and procedures (namely the Caltrans Environmental Handbook, Volumes I to IV). Additionally, they have the technical capabilities to prepare the full range of environmental Caltrans technical studies to support the preparation of NEPA, CEQA, and permitting efforts for capital. ESA and Mithun have collaborated on multiple sea level rise adaptation projects.

Forward City Labs will develop and implement a stakeholder engagement strategy befitting the project goals and local context. Forward City Labs is a non-traditional niche consulting group integrating design, planning, and real estate development skills to provide comprehensive community-based development solutions. They engage in collaborative processes, harness strategic partnerships, and support building their clients' capacity. Their clients include public agencies, school districts, landowners, profit and nonprofit developers, and community organizations.

FCL offers comprehensive services, including design and site planning, community outreach, financing support, development feasibility and full-scale development project management.

Their portfolio encompasses master plan communities, transit-oriented developments, public-private partnerships, downtown plans, workforce housing, affordable housing, and education campuses. FCL was founded in 2020 to close the gap in the design and development process. Forward City Labs is a certified DBE and MWBE enterprise located in San Jose.

Attachment: Mithun Proposal (Awarding a Contract with Mithun Inc.)

Erin Christensen Ishizaki

Principal-in-Charge, Urban Design Strategy
AIA, AICP, EcoDistricts AP, LEED AP ND

Mithun

Education

University of Notre Dame, BArch

University of Washington Northwest Center for Public Health Practice, Public Health Management Certificate

Registration

AICP Certification

Architect: WA

EcoDistricts Accredited Professional

USGBC LEED ND Accredited Professional

Professional Affiliations and Activities

IWBI Health Equity Advisory Council, 2021-Present / ULI Health Leaders Network, Advisor, 2016-2018 / LEED Location and Planning TAG, Co-Chair, 2010-2015 / Congress for New Urbanism, Board of Directors, 2013 -2017

Erin is nationally recognized for advancing sustainable, healthy development. An urban planner and architect with over 20 years experience, she leads plans, strategies, and design standards for public, private, non-profit and institutional clients, with deep experience in transit-oriented development and high performance districts. Erin brings creative thought leadership and a proven track record to directing complex projects, resulting in an APA Sustainable Communities Division Award of Excellence, APA Los Angeles Award of Excellence, and an EPA National Smart Growth Award for the widely published Mariposa Redevelopment Plan. Erin was recognized by the Urban Land Institute as a Global 40 Under 40 Professional and regularly contributes to discourse and publications on resilient urbanism, well-being, and the transformative power of design.

Representative Projects

City of Kirkland Station Area Plan for I-405/ NE 85th Street / Kirkland, WA
Partner in charge

Sound Transit WSBLE Urban Design / Seattle, WA
Partner in charge

City of Tacoma, Home In Tacoma Phase II / Tacoma WA
Partner in charge

Little Tokyo Service Center, Sustainable TOD Urban Design Plan / Los Angeles, CA
Project manager and lead urban designer

Sound Transit Everett Link Extension / Seattle, WA
Advisor

City of Pittsburgh URA, Greater Hill District Master Plan / Pittsburgh, PA
Partner in charge

City of Portland, Southwest Corridor Inclusive Communities and West Portland Town Center Area Plan / Portland, OR
Lead health equity planner

Denver Housing Authority, Sun Valley EcoDistrict TOD Redevelopment Master Plan / Denver, CO
Planning strategist

City of Phoenix Edison Eastlake One Vision Plan / Phoenix, AZ
Project manager

City of Hillsboro, Old Town Reinvestment Strategy /Hillsboro, OR
Lead planner and project manager

Lili'uokalani Trust, Makalapua Project District TOD / Kona, HI
Partner in charge

Sunset Area Plan and EIS / Renton, WA
Project manager & lead planner

Yao Lu

Project Manager and Urban Design Lead
AICP, LEED AP ND, ENV SP

Mithun

Education

University of Pennsylvania, Master of City Planning

University of Pennsylvania, GIS & Spatial Analysis Certificate

Sun Yet-Sen University, Bachelor of Urban & Regional Planning

Registration

AICP Certification

USGBC LEED ND Accredited Professional

ENV SP Accredited Professional

Professional Affiliations and Activities

American Planning Association (APA)

WTS International, Women's Leadership Committee

SPUR, Member

Yao is an urban designer and planner with experience covering projects of a broad range of scales and contexts. With a passion for creating resilient communities, Yao approaches each design with an eye toward the long-term sustainability, health, and social impact of the resulting built environment. Her work focuses on the design and planning of transit infrastructure, resilient open space, and transit-oriented communities and development. She has enabled and facilitated multidisciplinary collaborations in many complex projects, developed design concepts that address public and private stakeholders' priorities, and provided rigorous, context-sensitive input when collaborating with other design partners. Yao has built a portfolio of work across the United States including schematic design, planning entitlement, master planning, feasibility studies, corridor and regional planning, and street design.

Representative Projects

Sound Transit Everett Link Extension / Seattle, WA
Project manager and urban designer

Albany Complete Streets Design Guidelines* / Albany, NY
Urban designer

City of Morgan Hill, High Speed Rail Draft EIR/EIS Technical Review Support*, Morgan Hill, CA
Urban design lead & deputy project manager

Street Design for Rhode Island Transit Authority Downtown Transit Connector* / Providence, RI
Urban designer

Portland Streetcar Extension Urban Design Framework* / Portland, OR
Urban designer

Texas High Speed Rail Station Area Planning* / Houston, TX
Urban designer

Route 34 (Oak Street Connector) Downtown Crossing Gateway Design* / New Haven, CT
Urban designer

Brooklyn-Queens Connector Streetcar Corridor Feasibility Study Phase II* / New York, NY
Urban designer

CT DOT / City of Hartford, DOT On-Call: North Haven Walkability and Livability Plan* / North Haven, CT
Project planner and urban designer

*Work with previous employer

Attachment: Mithun Proposal (Awarding a Contract with Mithun Inc.)

Tim Mollette-Parks

Streetscape Design Lead
ASLA

Mithun

Education

University of California, Berkeley, College of Environmental Design MLA

Eastern Kentucky University, BA, Journalism

Professional Affiliations and Activities

American Society of Landscape Architects / University of California Berkeley, Adjunct Instructor, 2011–2015 / Landscape Architecture Foundation, Olmsted Scholar Steering Committee, 2017–2019 / Land Art Generator Initiative, Board of Directors, 2017-present

Tim brings extensive experience delivering landscape projects of high design quality in both urban and naturalized conditions. Tim's resume focuses on work conceptually driven, yet clear and flexible enough to endure a community's changing demands. These design strategies emanate from a careful understanding of the local cultural, ecological and programmatic context. Tim has led site design for public realm streets and plazas, housing, and innovative workplace campus projects throughout California.

Representative Projects

Kapuso at the Upper Yard / San Francisco, CA
Landscape project manager and designer

Balboa Park BART Light Rail Station Plaza / San Francisco, CA
Landscape designer and project manager for streetscape, public plaza and stormwater features

Resilient by Design / North Richmond, CA
Lead Designer

West Oakland Gateways* / Oakland, CA
Designer

Metro Crenshaw-LAX Light Rail* / Los Angeles, CA
Master planning and urban designer for streetscapes and gateway features

Richmond Land Tiny Home Eco Village / Richmond, CA
Landscape designer

The Broad Museum Plaza and Grand Avenue Streetscape* / Los Angeles CA
Landscape designer and project manager

Casa Adelante Paseo / San Francisco, CA
Designer and project manager for a new public pedestrian corridor

Wildcat Creek Trailway / North Richmond, CA
Project manager

75 Howard Street* / San Francisco, CA
Designer and project manager for a new plaza and streetscape

**Work with previous employer*

Claire Mardian

Urban Planner
LEED Green Associate

Mithun

Education

University of California Berkeley, Master of City Planning

Fordham University, Bachelor of Arts

Registration

USGBC LEED Green Associate

Professional Affiliations and Activities

American Planning Association Northern California, Member / Young Professionals in Transportation, Member / Urban Land Institute, Member/ American Planning Association National, Member / Urban Green Council, Emerging Professionals Member 2019-2021 / American Planning Association New York Metro Chapter, Member 2019-2021 / USGBC Northern California, Member / Transportation Alternatives Brooklyn Activist Committee, Member 2019-2020

As an urban designer and planner, Claire brings a focus on creating resilient communities, promoting active transportation, and building strategic partnerships to each of her projects. She is interested in the relationships between communities and the built environment as well as innovative strategies around mobility, urban freight, and industrial urban spaces. Deeply committed to integrating community needs and desires into project visioning and implementation, Claire works to create urban spaces that respond to pressing crises around affordability, equity, and accessibility while simultaneously fostering joy. With over five years of experience in municipal government, Claire has experience on either side of public-private partnerships, and uses her skills in developing meaningful relationships to build trust across project teams.

Representative Projects

Sound Transit WSBLE / Seattle, WA
Project manager for urban design

B3 Investors, Bayfair Center / San Leandro, CA
Project manager

Sunset District Neighborhood Plan* / San Francisco, CA
Urban planner and designer

City of Tacoma, Home In Tacoma Phase II / Tacoma WA
Urban planner

Brown Ranch Development Plan / Steamboat Springs, CO
Urban designer for urban design

Lynnwood Parks and Recreation Parkslove / Lynnwood, WA
Urban designer

Zero Waste Design Guidelines* / New York, NY
Researcher and designer

**Work with previous employer*

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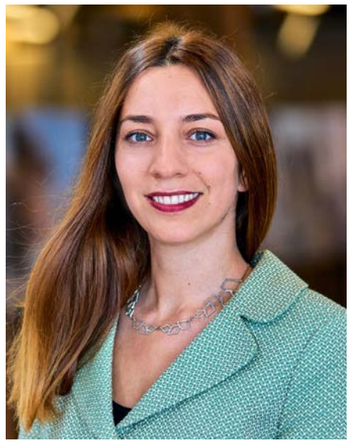

Nazanin Mehrin

Urban Designer
LEED Green Associate, EcoDistricts AP

Mithun

Education

KTH Royal Institute of Technology, MS, Sustainable Urban Planning and Design

San Francisco State University, Certificate, Geographic Information Systems

Inspired by cities and their complexity, Nazanin is interested in understanding the way cities tackle environmental, social, political and cultural challenges, especially as they relate to transportation and new mobility planning. As an urban designer and planner, her diverse experience ranges from small-scale architectural design to master planning and urban analytics with GIS. Nazanin is driven to develop visionary tools and strategies to address contemporary urban challenges and actively integrating her planning and design background with urban data analysis and geospatial technologies. Her work has an interdisciplinary design approach with an emphasis on transforming the cities of today into the cities of tomorrow.

Representative Projects

City of Kirkland Station Area Plan for I-405/ NE 85th Street / Kirkland, WA
Team member

Sound Transit Everett Link Extension / Seattle, WA
Urban designer and planner

Sound Transit WSBLE Urban Design / Seattle, WA
Team member for urban design

Keahuolu Makalapua Project District / Kailua-Kona, HI
Urban designer

Brown Ranch Development Plan / Steamboat Springs, CO
Urban designer

Plaza East / San Francisco, CA
Urban designer

Home in Tacoma Phase II / Tacoma, WA
Urban designer

Pittsburgh Urban Redevelopment Authority Greater Hill District Master Plan / Pittsburgh, PA
Urban designer

User Focus Evaluation Framework for Diridon Station* / San Jose, CA
Researcher

**Work with previous employer*

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Consultants

Fehr & Peers

Transportation

Contact
Matt Haynes
Principal
60 South Market St, Suite 700
San Jose, CA 95113
(408) 278-1700
M.Haynes@fehrandpeers.com

Firm Summary
At Fehr & Peers, we are passionate about transforming transportation consulting through innovation and creativity. We derive inspiration by partnering with communities to understand and shape local transportation futures objectively tailored to diverse needs. Clients trust us to help them overcome barriers and uncertainty by combining our advanced experience with curiosity, humility, and initiative to deliver implementable, data-informed solutions that reinforce community values. From the most straightforward to the most complex, we actively listen to client and community needs and handle every project with diligence and focus.

Matt Haynes

PE, AICP, Principal
Role: Transportation, Principal in Charge

Matt has over 20 years of experience and is an specialist in sustainable transportation and campus planning. He has an extensive background in integrated transportation and land use studies, bicycle and pedestrian planning, multimodal corridor studies, and transportation impact analysis. Over the course of his career, Matt has managed numerous multimodal transportation studies, bicycle and master plans, and citywide master planning efforts throughout the state. Matt also directs the firm's FP Think initiative which focuses on disruptive changes affecting the transportation and mobility sector.

Education
University of California, Berkeley, MCP, City Planning
University of California, Berkeley, MS, Transportation Engineering
University of California, Davis, BS, Civil and Environmental Engineering

Registration
American Institute of Certified Planners (AICP)
Professional Engineer, CA, Civil

Relevant Experience

- Redwood City Moves Citywide Transportation Plan / Redwood City, CA
- University of California, Santa Cruz Long Range Development Plan / Santa Cruz, CA
- Tasman East Specific Plan, Santa Clara, CA
- San Jose Downtown Transportation Plan / San Jose, CA
- VTA Countywide Bicycle Plan / Santa Clara County, CA
- VTA Safe Routes to Transit Plan / Santa Clara County, CA
- Campbell Envision 2040 General Plan Update and EIR / Campbell, CA
- Los Gatos General Plan 2040 Update / Los Gatos, CA
- Winchester and Valley Fair/Santana Row Urban Village Plans / San Jose, CA
- Story Keyes Complete Streets Corridor Plan / San Jose, CA

Alexandra Lee-Gardner

Senior Transportation Planner
Role: Deputy Project Manager

Alexandra is a Senior Transportation Planner who specializes in helping clients develop safe and equitable transportation systems with a focus on community engagement. She has played a key role in planning and outreach efforts ranging from comprehensive safety plans, bicycle planning, and community transportation master plans to corridor level studies. Alexandra's experience includes Comprehensive Safety Action Plans, bicycle planning, transportation demand management, and community transportation master plans..

Education
Cal Poly San Luis Obispo, MS, Transportation Engineering
Cal Poly San Luis Obispo, BS, City and Regional Planning

Relevant Experience

- Cal Poly Transportation Demand Management Plan / San Luis Obispo, CA
- Cal Poly Campus Circulation Master Plan / San Luis Obispo, CA
- Watsonville General Plan Update / Watsonville, CA
- City of San Jose Vision Zero Walking Audits / San Jose, CA
- Watsonville Vision Zero Corridor Plan / Watsonville, CA
- Complete Streets Safety Assessments / Statewide, CA
- Gilroy TOD Access Study / Gilroy, CA
- Santa Cruz County Rural Highway Safety Plan / Santa Cruz County, CA

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BKF

Civil Engineering

Contact
Vitina Mandella, PE, LEED AP, QSD/P
Civil Project Manager
1730 N. First Street, Suite 600
San Jose, CA 95112
(408)606-6676
vmandella@bkf.com

Firm Summary
BKF has been responsible for civil engineering and planning services for many significant specific area planning projects throughout the San Francisco Bay Area, notably, the Walnut Creek BART Transit Village, West Dublin-Pleasanton BART Station. Specific area planning projects begin with an understanding of the process, schedule, and phasing, and end with documented communication and plans that clearly define the project's objectives. BKF identifies agency requirements, project impacts, phasing, and mitigation that will frame the design and impact the scope and cost of the project. We integrate the design and coordinate pedestrian and vehicular access to and between buildings, parking, and site amenities.

Vitina Mandella

PE, LEED AP, QSD/P
Role: Civil Project Manager

With over 20 years in land development managing project teams from master planning through construction for large urban redevelopments, and urban infill projects. Vitina provides services for preliminary planning, tentative mapping, through construction document and permit phases. Her projects consist of streetscape improvements, hotel, education, retail, commercial, residential, mixed-use, civic, corporate, and transportation projects. Working with owners, architects, design consultant teams, civic leaders, contractors and government agencies, Vitina provides civil engineering design and support.

Education
B.S., Civil Engineering, California State University, San Jose

Registration
Professional Civil Engineer, CA No. 73073

Qualified SWPPP Developer/ Qualified SWPPP Practitioner

Relevant Experience

- Bayfair Mall Redevelopment and Infrastructure Feasibility / San Leandro, CA
- MacArthur Boulevard Streetscape / San Leandro, CA
- Monarch Bay Shoreline Redevelopment / San Leandro, CA
- Google Downtown West, Peer Review On-Call / San Jose, CA
- Moffett Park Infrastructure Master Plan / Mountain View, CA

Marcelo Cosentino

PE
Role: Civil Project Executive

Marcelo is responsible for many phases of project development including preliminary studies, planning schematic design, tentative and final map processing, and contract document preparation. He has also worked on community-oriented and mobility projects, including complete streets projects, pedestrian-friendly trails in Palo Alto, and downtown streetscape beautification of Main Street in Oakley. On all his projects large or small, Marcelo strives to deliver value to the project team by exploring innovative design alternatives, understanding the value of stakeholder and community involvement, and respecting all aspects of the environment.

Education
San Jose State University, San Jose, M.B.A, Marketing/ Finance

Santa Clara University, Santa Clara, BS, Civil Engineering

Registration
Professional Civil Engineer, CA No. 69063

Relevant Experience

- Hamilton Avenue Resurfacing Project / Campbell, CA
- Campbell Eden Avenue Sidewalk Improvements / Campbell, CA
- San Jose Bike Lanes / San Jose, CA
- San Jose Pavement & ADA Curb Ramp / San Jose, CA
- Lafayette Street Class IV Bikeway and Rehabilitation Project / Santa Clara, CA
- De La Cruz Blvd, Lick Mill Blvd, and Scott Blvd Bikeway Improvements / Santa Clara, CA
- Mountain View California Street Complete Street Improvements (Pilot) / Mountain View, CA
- Mountain View Moffett Boulevard Complete Streets / Mountain View, CA
- City of Carmel-by-the Sea Concrete Streets Rehabilitation Project / Carmel-by-the Sea, CA
- Downtown Monterey Road Rehabilitation / Gilroy, CA
- First Street Streetscape / Los Altos, CA

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ESA

Environmental

Contact
Christine Fukasawa
Senior Project Manager
2600 Capitol Avenue, Suite 200
Sacramento, CA 95816
(925) 708-2273
cfukasawa@esassoc.com

Firm Summary
Environmental Science Associates (ESA), established in the Bay Area in 1969, is an employee-owned environmental consulting and planning firm of more than 750 professionals, including environmental planners, engineers, scientists, biologists, cultural resource specialists, hydrologists, and regulatory specialists that provide expertise in California Environmental Quality Act (CEQA), National Environmental Policy Act (NEPA), and supporting environmental technical studies and regulatory permitting. ESA understands local agency federal-aid guidelines and procedures (Caltrans Environmental Handbook, Volumes I to IV). Additionally, they have the technical capabilities to prepare the full range of environmental Caltrans technical studies to support the preparation of NEPA, CEQA, and permitting efforts for capital improvement projects.

Christine Fukasawa

PE, LEED AP, QSD/P
Role: Senior Consultant

Christine Fukasawa is a senior project manager with over 20 years of experience in Northern California. She specializes in managing preparation of CEQA/NEPA environmental documents. Christine brings a solution-oriented mindset to her work, providing strategic guidance and organization to complex projects. She has worked on key transportation (road, highway, bicycle/pedestrian, and transit) projects and is currently seconded staff as a Project Manager for the Santa Clara Valley Transportation Authority (VTA). She brings her expertise in Caltrans District 4 (D4) Division of Environmental Analysis process (with both Capital and Local Assistance projects) and familiarity with South Bay jurisdictions to bear.

Education

University of California at Santa Barbara, BA, Environmental Studies

Graduate Coursework: Transportation Management, Safety, and Security; San Jose State University, Mineta Transportation Institute

Professional Affiliations and Activities

Women in Transportation Seminar (WTS)

Association of Environmental Professionals (AEP)

Relevant Experience

- VTA, Environmental Project Manager (seconded staff)
  - State Route (SR) 17 Corridor Congestion Project, Los Gatos, CA
  - SR 87/Capitol Expressway Project, San Jose, CA
  - Interstate 880/Montague Expressway Project, San Jose and Milpitas, CA
  - Also support to the Beneficial Reuse of Excavated Material in Tidal Marsh Project, South San Francisco Bay, CA
- Sub to Engineer, Middlefield Road Complete Streets Project, Mountain View, CA
- Sub to Engineer, Elverta Road Bridge Improvements, Elverta (Sacramento County), CA
- Sub to Engineer, Mariposa Road & Eight Mile Precise Road Plan Projects, Stockton, CA
- Devonshire Canyon Biological Resources, City of San Carlos, CA
- Palm Villas Saratoga, City of Saratoga, CA
- VTA, BART to Silicon Valley (Silicon Valley Rapid Transit Corridor SEIR/EIS) / Santa Clara County, CA

Melissa Logue

PE, LEED AP, QSD/P
Role: Principal

Melissa Logue is an environmental planning professional with over 20 years of experience delivering transportation and infrastructure projects throughout California, including the Bay Area and Central Valley. Melissa focuses her work on delivering environmental documentation pursuant to both NEPA and CEQA and is an expert in compliance with the Caltrans' Standard Environmental Reference (SER) and Local Assistance Procedures Manual (LAPM) requirements. Melissa also works with clients to acquire and ensure compliance with environmental approvals and permits from a wide range of federal, state, and local regulatory agencies related to biological, cultural, and other environmental resources.

Education

California State University, Sacramento, B.A., History

Professional Affiliations and Activities

Association of Environmental Professionals (AEP)

American Public Works Association (APWA)

Women in Transportation Seminar (WTS)

Relevant Experience

- Merced County, Franklin-Beechwood Circulation Element Update / Merced County, CA
- City of Santa Rosa, Climate Action Plan and General Plan Amendment / Santa Rosa, CA
- City of Oakland, Martin Luther King, Jr. Way Corridor Improvement / Oakland, CA
- City of Sunnyvale, Stevens Creek Trail Extension / Sunnyvale, CA
- San Joaquin Regional Rail Commission, East Channel Street Streetscape Improvement Project, Stockton, San Joaquin County, CA
- Bay Area Rapid Transit District, Pittsburg Bay Point/Bay Area Rapid Transit Station Master Plan / Pittsburg, CA
- Sonoma County, Crocker Road Bridge Pedestrian Retrofit / Cloverdale, CA
- Metropolitan Transportation Commission, SR 37 Ultimate Sea-level Rise Resiliency Project / Northern San Francisco Bay, CA

Juliana Medan

PE
Role: Associate

Juliana Medan is an environmental planner working on CEQA and NEPA project research, analysis, and writing. She has experience at the mid-entry level delivering transportation infrastructure projects throughout California. Juliana has helped manage and contribute to numerous CEQA and NEPA projects and is familiar with compliance with the Caltrans Standard Environmental Reference (SER) and Local Assistance Procedures Manual (LAPM) requirements.

Education

Chapman University, B.S., Environmental Science and Policy

Chapman University, Minor in English

Relevant Experience

- City of Sunnyvale, Sunnyvale Safe Routes to School Improvements Project / Sunnyvale, CA
- Sonoma County, Crocker Road Bridge Pedestrian Retrofit / Cloverdale, CA
- City of Sacramento, Envision Broadway at Oak Park / Sacramento, CA
- City of Oakland, Martin Luther King, Jr. Way Corridor Improvement / Oakland, CA
- Stanislaus County, Measure L Sidewalks / Stanislaus County, CA

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Forward City Labs

Community Engagement

Contact
Atisha Varshney, AICP
Principal and CEO
333 West San Carlos Street
San Jose 95110
(401) 808 0281
atisha@FORWARDcitylabs.com

Firm Summary
Forward City Labs is a non-traditional niche consulting group integrating design, planning, and real estate development expertise to provide comprehensive community-based development solutions. We engage in collaborative processes, harness strategic partnerships, and support building our clients' capacity.

Our clients include public agencies, school districts, landowners, profit and nonprofit developers, and community organizations. We offer comprehensive services, including design and site planning, community outreach, financing support, development feasibility and full-scale development project management.

Our portfolio encompasses master plan communities, transit-oriented developments, public-private partnerships, downtown plans, workforce housing, affordable housing, and education campuses.
FCL was founded in 2020 to close the gap in the design and development process. Forward City Labs is a certified DBE and MWBE enterprise located in San Jose.

Atisha Varshney

Principal
Role: Principal

Atisha is uniquely experienced as an architect, urban planner, and real estate developer with over 15 years of experience. She has designed over 50 million square feet of diverse urban environments and transitioned into a development manager in the last 5 years. She represents public agencies and private developers, managing large teams and delivering project designs, entitlements, and working with community stakeholders. She takes an agile and lean approach to project management, working collaboratively with her team and her partners to find high-value solutions. Atisha is a certified planner (AICP) and resides in San Jose with her family.

Education

Bachelor of Architecture, School of Planning & Architecture, N.Delhi

Master of Landscape Architecture, Rhode Island School of Design

Advanced Certificate in Real Estate Development, San Jose State University

(On-Going)

Registration

CORO Affordable Housing Leadership Network

American Institute of Certified Planners(AICP)

MIT, Certification, Beyond Smart Cities: Emerging Design & Technology Certification

Urban Land Institute (ULI) Leadership Program with

Relevant Experience

- VTA Great Mall TOD Access Study
- VTA Hostetter TOD Access Study
- Albany Complete Streets Project
- 3rd St Rehabilitation, San Rafael,
- Hesperian Boulevard Complete Street Implementation / San Leandro

Shreya Chokshi

Associate
Role: Project Manager

Shreya Chokshi is a passionate advocate for affordable housing and vibrant urban spaces, dedicated to fostering sustainable and livable cities through thoughtful urban development and design. With a strong belief in collaboration and community engagement, she works alongside communities, policymakers, and stakeholders to ensure equitable development that benefits all, particularly underserved and marginalized populations. Shreya spearheaded advocacy and community engagement efforts, engaging over 250 community members and key stakeholders— including housing developers, the Mayor's office, and city planning staff—to champion dense, walkable, and vibrant communities.

Education

Bachelor of Architecture, Gujarat University, India.

Masters in Urban Planning, San Jose State University

Advanced Certificate in Real Estate Development, San Jose State University

Relevant Experience

- VTA Great Mall TOD Access Study
- VTA Hostetter TOD Access Study
- Paseo De Saratoga Community Capstone Project

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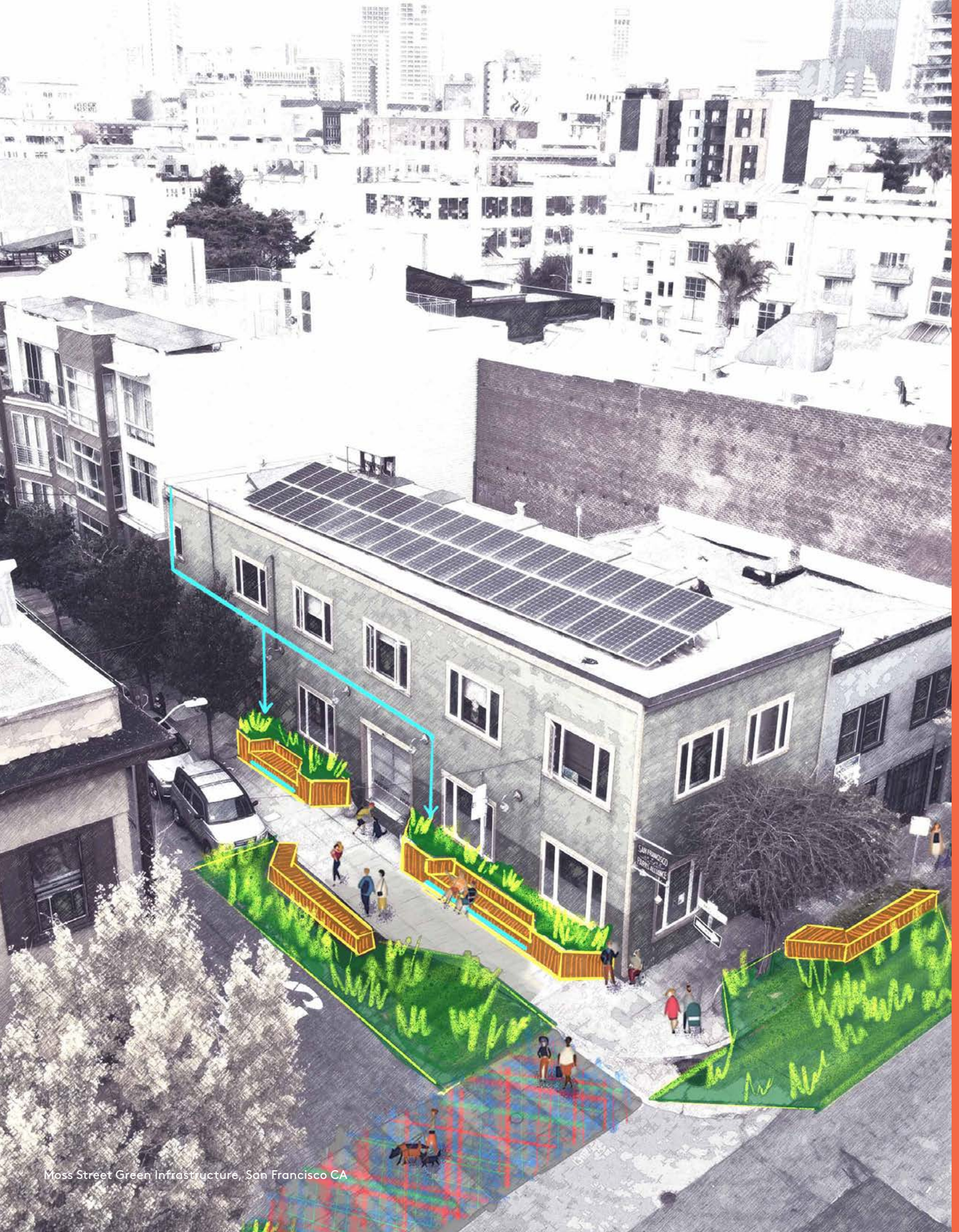

Moss Street Green Infrastructure, San Francisco CA

Work Plan

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Work Plan

Task 1: Project Initiation and Management

The Mithun team is committed to ensuring a successful and efficient start to the Hamilton Avenue Public Improvement Plan project. Task 1 establishes strong communication and project management protocols, and ensuring that all team members are aligned. Mithun will lead the project management and coordination, working directly with the City to facilitate seamless communication and timely decision-making. Our goal is to position the City for success by offering structured guidance, thorough documentation, and regular progress reports to keep the project on track.

1.1 Project Management

Mithun will manage bi-weekly project meetings with the City to provide updates, solicit feedback, and review progress. These meetings will also allow for timely adjustments to scope and schedule. Mithun will be responsible for setting up meeting agendas, tracking action items, and ensuring the project adheres to the agreed schedule and budget. Mithun will regularly provide the City with progress reports to support the City's communication and report out with the MTC Grant Manager. We recommend formatting agendas for the bi-weekly meetings in the same structure as the progress reports, so that they serve both purposes.

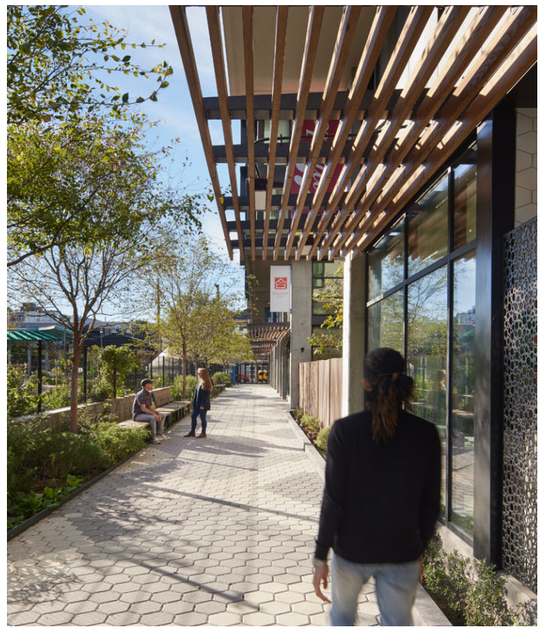
1.2 Kick-off Meeting

We recommend organizing a small-group meeting with the City prior to the project Kick-off Meeting to align expectations on team roles, work plan, and deliverables, and set agenda for the larger-team Kick-Off Meeting.

Mithun will lead a Kick-off Meeting with the City joined by key team members from the consultant team. This meeting will confirm communication, reporting, invoicing strategies; clarify responsibilities of team members; and confirm project scope, schedule, and expectations. We will provide a list of data request to assist compiling of background materials in preparation for Task 3. We also expect to have a preliminary discussion about stakeholder engagement strategy (Task 2.1). We will go through Task 2.1 work plan outlined in this scope as well as optional / alternative engagement activities recommended by the Forward City Lab and Mithun to determine how the engagement strategies will be finalized.

1.3 City Council Introductory Meeting

Mithun will join the City Council Introductory Meeting to provide an introduction of the project team and key personnel. We will present the project goals, scope of work, schedule, and engagement strategy confirmed during the Kick-off Meeting. The engagement strategy will emphasize transparency, inclusivity, and the City's commitment to involve residents, commuters, business owners, property owners throughout the project process.



Deliverables:

- Bi-weekly meeting agendas, notes, progress reports, and action item tracking log.
- Confirmed and approved project schedule and scope of work.
- City Council Introduction Meeting PowerPoint slides (if applicable)

Task 2: Community Outreach and Stakeholder Facilitation

FCL will lead Task 2, ensuring that outreach activities are designed and implemented in collaboration with the City. Mithun will provide input and support throughout the process, providing technical materials and contents, facilitating meetings, and offering technical knowledge where needed.

2.1 Stakeholder Engagement Strategy

FCL will lead the drafting of the Stakeholder Engagement Strategy in close collaboration with the City of Campbell and with input from Mithun. The strategy will outline a comprehensive outreach plan throughout the project and describe approaches and anticipated outcomes for each event/activity. We believe extensive outreach is key to a successful and diverse community engagement and gathering meaningful public input to inform design. We recommend conducting a range of activities to reach a wide range of groups at appropriate milestones to inform project decisions:

- Outreach Plan and Materials (1)
- Community Events (4)
  - Open House & Workshops
  - Community walk audits (complimenting technical bike/ped safety audit in Task 3)
  - Property/business owner focus group
- Pop-ups/intercept survey (1)
- On-line survey (1)

We will evaluate these options with the city during the Kick-Off Meeting before finalizing the Stakeholder Engagement Strategy. Outreach and coordination with Caltrans and will be conducted as a part of Task 4.

2.2 Community Meetings and Outreach

FCL will lead the organization, facilitation, and management of up to four (4) community workshops/ events in collaboration with the City. As mentioned in under 2.1, we recommend organizing a combination of community workshops, walk audits, and property/ business owner focus groups at important project engagement points. Utilizing different engagement methodologies, we aim to engage community members and stakeholders in co-design throughout this project and build a trusting relationship with the community and encourage them to participate in the process. Mithun will develop materials and visuals, provide technical content and support workshop facilitation. Working closely with the City, the team will ensure that materials are accessible and that the feedback loop is clear so participants understand how their input will be used.

- **Event Announcements**: FCL will work with City Staff members to implement an effective outreach plan which will include website updates, On-site signage with QR code, paper mail, email, and social media announcements. We will also leverage community hubs like the VTA station, public schools, and other shopping areas for outreach. FCL will provide related graphic content like flyers and social media posts. FCL will support supplementary outreach efforts and conduct only online outreach using the email roster we build through the engagement strategy. The agency will manage primary outreach responsibilities. We have budgeted content creation of up to 6 event announcements.
- **Online Tools and Survey**: FCL will employ a combination of popular online survey platforms and Geospatial tools to enhance outreach and obtain valuable feedback from community members. Each survey will comprise up to 20 questions in various formats, such as multiple-choice, prioritization, and short answers. The surveys and maps will be accessible both online and in print. The questions will mirror the engagement exercises designed for these surveys. ***Optional Services:*** We will deploy FCL proprietary place-based interactive tool interactive maps to crowdsource issues and opportunities. The feedback will be downloaded as CSV files for further analysis.

Attachment: Mithun Proposal (Awarding a Contract with Mithun Inc.)

— **Community Events**: The project scope includes four community events. These events can be any combination of the four activities listed below. The team will collaborate with city staff to determine appropriate activities that align with the project work plan.

  » **Workshops and Open Houses:** The workshop will include a presentation, Q&A, interactive activities, dot exercises, breakout tables, and other engagement methods to gain key input from the community members. This workshop can be in-person, virtual or hybrid. Conducting virtual-only meetings limits the community-building process. A kid's activity station can be provided at the event.

  » **Walk Audits**: Structured walking audits are conducted with City Staff, VTA planning group residents, business owners, and other key stakeholders to assess access conditions within the study area. The team will lead these small group tours on foot to gain intimate and anecdotal knowledge of the area from participants' daily experiences. Conversations during the audits will be documented on physical conditions. A memorandum will be provided summarizing any audit findings, photos, and a georeferenced database of problems identified.

  One rounds of a two-hour walk audit has been scheduled within our budget. ***Optional Services:*** We will deploy FCL proprietary place-based interactive tool interactive maps to crowdsource issues and opportunities. The feedback will be downloaded as CSV files for further analysis.

  » **Property Owner Focus Group**: To foster collaboration and support for the design process, we will organize focus groups with property owners and local business owners along Hamilton Ave. These intimate settings will encourage open sharing of concerns and active participation. Additionally, this approach will enable the city to cultivate long-term relationships, which will be crucial for successful implementation. The team will create presentation materials and design a questionnaire to facilitate gathering feedback.

— **Pop-up:** Pop-up booths are held at community events such as farmers' markets, transit stations and active retail spots. We have estimated one pop-up design. The pops will be staffed by the team, CBO and Youth ambassadors in collaboration with city staff. The team will determine the specific locations and times for pop-ups- and the city staff will lead the logistics of related permits.

— **Documentation:** FCL will prepare a memo documenting all engagement activities. This will include a comprehensive analysis of the engagement data, supported by maps, photographs, charts, and diagrams.

Ruston Way Community Workshop / Tacoma, WA

2.3 Public Hearings:
Mithun will support the City in preparation for public hearings before up to two (2) Planning Commission and up to four (4) City Council. The Mithun team will prepare the necessary presentations and meeting materials to ensure the Planning Commission, City Council, and the public are kept informed about the project's progress and can provide timely feedback.

Deliverables:

— The outreach plan includes an exhaustive list of local and regional stakeholders, outreach method, outreach schedule, and a working back from the event and outreach flyer.

— Stakeholder Engagement Strategy– outlining outreach tools, schedule, methods, and anticipated outcome

— A summary from the intercept survey (1) and the online public survey (1)

— Community Workshops/Meeting (up to 4) Materials –defining the location, agenda, materials, and meeting summaries

— Content for project updates/posts on City's website and City's email blasts

— Stakeholder List– Comprehensive identification of stakeholders, developed in collaboration with the City

— Public Hearing Materials – presentations and meeting materials for Planning Commission (up to 2), City Council (up to 4)

Task 3: Existing Conditions Analysis

The Mithun team intends to conduct a focused and streamlined existing conditions analysis that will inform design decisions of Complete Streets, gateway features, and streetscape improvements. The study area for this analysis will cover no more than 15 feet from the Right-of-Way lines except for potential gateway locations, where a 30-foot area will be included in the study area. This task will also be built on the assessment and data collected by Hamilton Avenue Resurfacing Project and Campbell's General Plan.

With Existing Conditions Analysis and Public Engagement tasks starting at the same time, the analysis will support early engagement activities as well as incorporate community input to better leverage local knowledge. Working with stakeholders and community members, the team will incorporate observations and experiential feedback garnered from Task 2, in addition to findings from technical analysis into the Existing Conditions Analysis Memo.

3.1 Existing Conditions Analysis Memo
Composite Map of Right-of-Way, Utility, and Topographic Information: Mithun and BKF will compile a composite map and CAD base file from existing conditions data from Hamilton Avenue Resurfacing Project and City/County's GIS data on property lines, Lidar Digital Elevation Model (DEM), and high-resolution aerial image. The team will review the existing conditions including surface improvements storm drain, wastewater, water, and recycled water maps provided by the City. If it is determined that additional mapping is needed BKF can provide an additional service request at that time.

Utilities and Infrastructure Analysis: BKF will review the existing storm drain, wastewater, water, and recycled water maps provided by the City and other relevant utility companies and provide planning level descriptions with conceptual exhibits. The utility maps will be based on the mapping prepared (by others) for the project area. Depending on information provided by the utility owners, BKF will identify pipe size, their approximate location and direction of flow (if available). BKF will also obtain existing dry utility maps including electric, gas, and telecommunications for informational purposes.

Traffic Pattern and Transit/Commute Pattern:
Fehr & Peers will Review of existing traffic congestion hotspots and operational issues, including summarizing traffic volume and operations data from prior studies such as the General Plan. New transportation data collection, if desired, can be accommodated as an optional task. Fehr & Peers will Review commute travel patterns for existing residents, including available census data on commute modes, distances and travel times. The team will develop a summary of existing transit routes, ridership levels and stop conditions. The team will also review existing bicycle and pedestrian infrastructure, including areas with gaps and/or substandard facilities, and develop a summary of recent collision history within the plan area, including pedestrian and bicycle collision locations.

Attachment: Mithun Proposal (Awarding a Contract with Mithun Inc.)

Station Access Gap Assessment: Mithun and Fehr & Peers will review Campbell General Plan 2024, Final Santa Clara Countywide Bicycle Plan 2018, and other local and regional active transportation policies and plans. The team will identify gaps and substandard facilities, and opportunities to better connect pedestrian and bicycle infrastructure to city-wide or regional networks, such as the adjacent Cross County Bicycle Corridors along Winchester Blvd and Bascom Ave.

Pedestrian and Bicycle Safety Audit: Fehr & Peers will lead one pedestrian safety audit and bike safety audit, which will focus on pedestrian and bicycle safety challenges in the study area and confirm specific attendance at the walk and bike audit with the City prior to conducting each audit.

Streetscape Standards Review: Mithun will review existing City Streetscape Standards and identify potential opportunities in preparation for Task 4.

Field Visit: The Mithun team will conduct one (1) site visit once we have received initial base map information from the City and utility providers. The team will take photographs and collect geolocated data during the visit.

Existing Conditions Analysis Memo: The findings from this multi-faceted assessment will be summarized in a brief memorandum using maps, diagrams and supporting narratives. It will highlight issues to be addressed for the safety and quality of life of residents along and surrounding this corridor, as well as opportunities to enhance multimodal connectivity, loading and service for businesses and properties, stormwater management, streetscape, and gateway experience. These opportunities will lay the groundwork for initial concepts to be developed in Task 4. The deliverable, Existing Conditions Analysis Memo, will be composed as a chapter of the Public Improvement Plan.

Deliverable:

— Existing Conditions Analysis Memo with graphic exhibits and brief narratives

Task 4: Complete Streets Improvement & Gateway Features Plan

The cohesiveness, quality and accessibility of the public realm is essential to a successful experience along Hamilton Avenue as the character changes dramatically to a more pedestrian- and bike-friendly place. With input from community members and information acquired through coordinating with non-city agencies, on-going projects led by Department of Public Works, the Mithun team will work with the City to develop a Complete Streets Improvement and Gateway Features Plan.

4.1 Draft Roadway Improvement Plan

Based on issues and opportunities identified in Task 3 as well as the transportation and access goals and policies set forth by General Plan and TOC Policy, the Mithun team will identify potential Complete Streets improvements along the Hamilton Avenue corridor, and opportunities to address gaps in regional bicycle and pedestrian network in its immediate vicinity.

Coordination with Department of Public Works projects is critical to the success of this task. We recommend periodically inviting Department of Public Works to bi-weekly meetings with the City. Depending on where each project is at during its overall timeline, we will also look for opportunities to influence planning and design decision of these projects based on findings and community feedback where feasible to support a more cohesive vision along Hamilton Avenue corridor. Fehr & Peers and BKF are familiar with a few of these projects and have established relationship with Public Works, VTA, and Caltrans. We will organize up to two (2) meetings with Caltrans and VTA to discuss proposed improvements.

Particular eye will be given to ways that pedestrians and bicyclists can safely navigate the Hamilton Avenue corridor and identifying ways of addressing the barriers of SR-17, the rail tracks and Los Gatos Creek.

Drawing from our experience in mobility hub planning (consistent with MTC TOC Policy), micro- and emerging mobility, transit integration, and green stormwater infrastructure, the team will study innovative strategies

Work Plan (Continued)

to design streets that serve users with varying levels of mobility and address current trends of how people travel and use the streets. We will consider curbside and access management needs, as well as the opportunity to modify or consolidate driveways along the corridor to improve walking/biking conditions.

The study area is located within a MTC designated Active Transportation Network. The project reference NACTO and PROWAG (U.S. Access Board). We will review MTC Complete Streets Policy guidance (as a part of Task 5) to align proposed recommendations and improvements with MTC TOC Policy requirements. We will develop recommendations for lane configurations and intersection layouts based on expected needs. While we will identify high level traffic operations needs based on existing transportation conditions, we assume any detailed traffic operations analysis would be completed as a future scope.

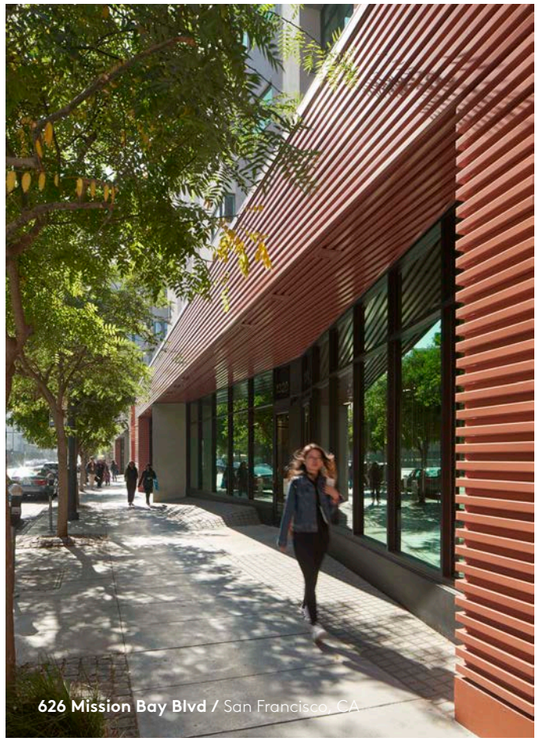
We understand that interim and short-term measures are as critical as permanent, long-term interventions as cost effective strategies to enhance safety and livability in a thriving district. We will address interim pedestrian and bicycle safety measures and provide order of magnitude costs of these measures.

The Complete Streets Improvement Pan will list potential transportation improvements within the Plan area that are coordinated with other Public Works Department Projects, including potential bicycle, pedestrian, and roadway improvements. The team will develop a composite plan diagram annotating proposed Complete Streets improvements along the corridor, up to five (5) enlargements around intersections and gateway features, up to eight (8) conceptual street sections illustrating proposed street typologies based on existing transportation needs and anticipated future changes, with a focus on street typologies and active transportation elements. Transit integration recommendations will consider long-term regional transit plans such as MTC/ABAG Plan Bay Area 2050.

4.2, 4.3 Conceptual and Final Gateway Feature

Mithun will develop and illustrate up to three (3) options for gateway concept along Hamilton Avenue. We will engage City, key stakeholders, and community members in a dynamic, collaborative process of envisioning various strategies for improving the experience and performance of the area surrounding Hamilton Avenue and VTA Hamilton Avenue Station. We will generate gateway feature options that can advance community identity, culture, placemaking and placekeeping of this part of Campbell; connectivity and accessibility to adjacent activity hubs, Hamilton Station, and Los Gatos Creek Trail; as well as opportunities for housing and equitable reinvestment.

A potential strategy could be developing a series of kit-of-part gateway elements and design features that serve the concept options. This allows for flexibility in implementation and the kit-of-parts developed can be applied to areas outside the corridor to ensure consistency of the public realm experience.



626 Mission Bay Blvd / San Francisco, CA

Attachment: Mithun Proposal (Awarding a Contract with Mithun Inc.)

We will work with the City and key stakeholders to select the preferred path forward. Illustrative concept plans, elevations and/or 3D sketches/vignettes will be developed as appropriate for the preferred option to support order of magnitude cost estimates.

4.4 Streetscape Improvement

Streetscape, serving as the interface between the public right-of-way and private development, plays a crucial role in ensuring the consistency and cohesion of the public realm. It significantly influences the shaping of views and the character of neighborhoods. We will incorporate features that reflect the cultural, natural, and historical identities of the area when approaching the design of elements such as landscape, lighting, furnishing, public art, and wayfinding features.

Mithun will review City's Streetscape Standards to establish a baseline. Our proposed strategies will focus on enhancing stormwater management capacity, advancing biodiversity and urban tree canopy, and improving Hamilton Avenue's resilience against severe weather conditions; promoting pedestrian comfort through shades, lighting, and seating; and establishing a visual identify for Hamilton Avenue.

Our team's approach to stormwater treatment will look for opportunities to prioritize site features that offer multiple benefits that can layer on top of the important outcome of stormwater treatment.

Some examples include:

— Stormwater planters that also serve as visual buffers or screen in the proper places along Hamilton

— Combining green stormwater facilities with planting palettes that can double as ecosystem services, supporting habitats for small species (for example, stormwater garden that is also a pollinator habitat patch)

— Similar to habitat support, calibrated plant selection can also promote absorption of contaminants common to first flushes of roadway drainage. Pollution reduction properties of any retention basins could also steer where we locate those green infrastructure measures for greatest impact.

— Are there areas within the corridor where the use of permeable pavers may contribute to stormwater, along with establish pedestrian nodes or contributing to a gateway experience?

— For stormwater planting that require curbs or other structural edges, how can those edges also be a part of a larger visual language of site elements that helps knit together a cohesive experience along the avenue.

Some of these multiple benefit opportunities will not be feasible everywhere along corridor, where circulation, utility alignments and conflicting uses may limit the space available. We also offers substantial experience in designing and implementing strategies with smaller physical surface footprints as well, including swales, media filters, infiltration galleries and other techniques.

Our approach will include developing a stormwater 'kit of parts' that feature a range of treatment options, that the team can then evaluate based on a set of agreed upon considerations. Some of those considerations may include:

— Potential for multiple benefits in addition to stormwater treatment

— Relative costs

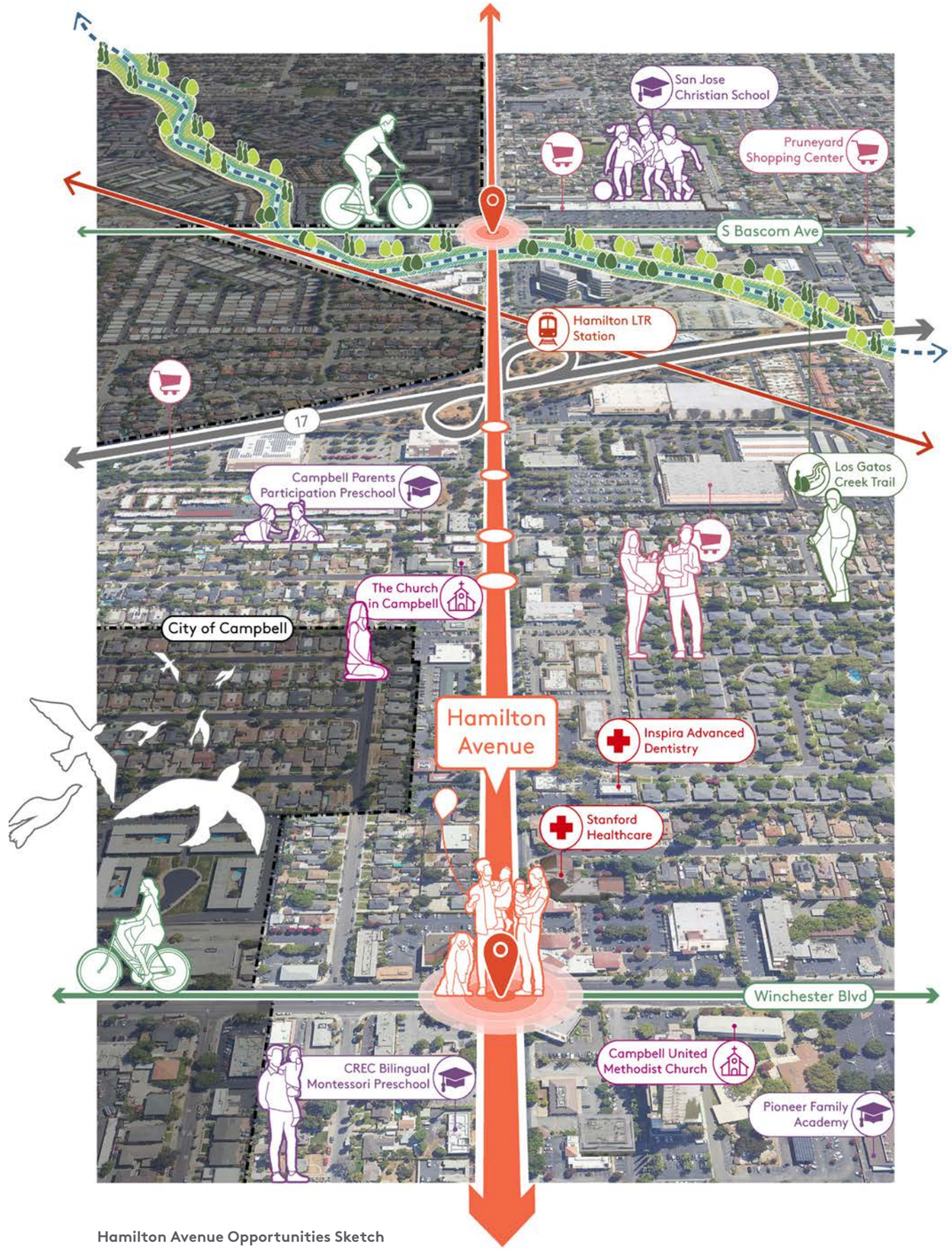
— Spatial needs

— Construction complexity

— Maintenance requirements over time

From the kit of parts and the weighing of these considerations, our team can then develop up to three strategies for how to distribute the range of stormwater treatments along Hamilton for discussion and refinement with project leaders. Our work will include early analysis of utility conflicts and other spatial limitations that will be used as an underlay to understand how to distribute the pieces of the Hamilton stormwater system. Through this process the team can also determine the feasible amount of treatment area on the corridor, and whether any variance from the county's 5% standard may need to be considered.

Work Plan (Continued)



Hamilton Avenue Opportunities Sketch
by the Mithun team

Attachment: Mithun Proposal (Awarding a Contract with Mithun Inc.)

4.5, 4.6 Final Public Improvement Plan and Public Improvement Plan Boundary

Working with the City, the Mithun team will compile refined drawings into a slide deck (PDF) including Complete Streets, gateway, and streetscape improvements identified through Task 4.1-4.4. We will also provide options for amendments to the Public Improvement Plan boundary considering the scope of proposed gateway features and other improvements.

Deliverables:

— Draft Complete Streets Improvement Plan include:
- » A composite plan diagram annotated with proposed Complete Streets improvements
- » Up to five (5) dimensioned site improvement plans zooming in around intersections and gateway features
- » Up to eight (8) conceptual street sections
- » A list of proposed improvements

—Conceptual and Final Gateway Features Plan include:
- » Conceptual plan, elevation and/or 3D sketches/ vignettes of gateway elements for the preferred option
- » Precedent images
- » An engineer's estimate of probable costs based on City approved conceptual design

—Streetscape Improvement Plan
- » A plan diagram annotated with streetscape improvement components
- » Grading diagram
- » Preliminary utility disposition plan identifying utility conflicts
- » Up to eight(8) Conceptual street sections
- » Examples of suggested landscape and stormwater details
- » An engineers estimate of probable costs based on City approved conceptual design

—Final Public Improvement Plan
- » A PDF slide deck compiling refined drawings
- » A list of public improvements with brief descriptions
- » An engineers estimate of probable costs based on City approved conceptual design

—Options for Public Improvement Plan Boundary

Task 5: Development Buildout and Alternative Analysis

5.1 Transit-Oriented Community Policies Analysis

Minimum residential and commercial densities for new development: Mithun will review and analyze the MTC TOC Policy under the context of Hamilton Avenue Corridor. The TOC Policy's density standards apply only to parcels where new residential or commercial office uses are allowed as a primary use within the ½ mile radius around the VTA Light Rail Hamilton Station. We will review current General Plan Land Use Map and Housing Element and identify applicable parcels subject to TOC Policy. We will conduct a parcel selection analysis using ArcGIS to identifying applicable parcels. We will support the City with an initial compliance assessment through calculating density on applicable parcels based on adopted development standards.

Transit station access and circulation:

We recommend initiating Task 5 early in the project schedule to best align proposed improvement with MTC Complete Streets Policy requirements. Fehr and Peers and Mithun will identify physical gaps in active transportation network and station access during Task 3. This task will summarize capital improvements proposed in Task 4, preliminary costs, and other feasibility factors as well as identify policy gaps or planning efforts needed to meet TOC Policy requirements. The Mithun team will review Campbell's existing plans and identify policy gaps that may impede this project going forward and pursue MTC One Bay Area Grant (OBAG) and Active Transportation Program funds. This task will also summarize opportunities for Mobility Hub based on analysis done in Task 4 to support the City's documentation for policy compliance.

Deliverables:

— MTC TOC Policy analysis summarized in a slide deck
- » Minimum residential and commercial densities: a summary of methodology and findings
- » Transit station access and circulation: a summary matrix of TOC Policy requirements, proposed improvements, high-level feasibility, and policy needs or pathway to compliance.

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Task 6: 6 CEQA/NEPA Analysis

6.1 Joint CEQA/NEPA Outreach and Scoping:

ESA will support the City and Mithun team by providing input on the approach for scoping and environmental analysis in accordance with the California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA).

This effort will include preparation of a request for information (RFI) for the City. This RFI list will inform preparation of the Project Description.

This task also includes support for Tribal Consultation. Consultation requirements may vary based on the type of project and level of environmental clearance. As such, this effort includes a request to the Native American Heritage Commission (NAHC) for a search of their Sacred Lands File (SLF) and a list of tribes in the vicinity, a records search at the Northwest Information Center (NWIC), and preparation of draft Tribal Consultation letters for the City's use.

As described in the RFP, the CEQA/NEPA environmental compliance documentation necessary is to be determined. As such, a Notice of Preparation (NOP), which is prepared in advance of a CEQA Environmental Impact Report (EIR), is not included in this task or scope of work, as preparation of an EIR is not anticipated. Refer to the optional task list for a description of potential deliverables that can be accommodated under an amended scope and budget.

Attachment: Mithun Proposal (Awarding a Contract with Mithun Inc.)

Assumptions:

—Draft Project Plans, figures, and available and applicable technical studies will be made available to ESA, in electronic format (preferably PDF, MS Word, and GIS).

—To inform the Project Description, a narrative or bullet-point list of the project design features and notable changes or updates compared to the 2040 General Plan and 2023-2031 Housing Element, will be provided to ESA.

—The records search is anticipated to cost up to $500. Should the cost exceed that amount, Mithun and the City will be notified for authorization or can arrange for direct payment.

6.2 Joint CEQA/NEPA Document Preparation:

As described in the RFP, the exact CEQA/NEPA environmental compliance documentation necessary is to be determined. As such, ESA has included preparation of a CEQA Categorical Exemption (CE)/ NEPA Categorical Exclusion (CE) in this scope of work, however this approach may change based on the project and input from the City and NEPA Lead Agency on what is required. Preparation of the CE/CE will rely on the environmental Project Description developed in Task 6.1. This effort also includes preparation of the CE/CE Determination Form for use by Caltrans in issuing a CE pursuant to NEPA.

To the extent possible, the CEQA/NEPA effort will build upon existing work that has already been pursued by the City related to the Hamilton Avenue Resurfacing Project, Hamilton Avenue/Hwy 17 Bicycle Overcrossing Feasibility Study, Hamilton Avenue/Hwy SB Off-Ramp Widening Project, and the Bascom Avenue Corridor Study.

In addition to the CE/CE, a brief Consistency Analysis Memorandum (comparing the project to the 2040 General Plan and Housing Element EIR) will be prepared.

Kapuso at the Upper Yard in San Francisco provides a significant amount of new housing and creates a landmark for the neighborhood. The project includes protected open space for residents, and serves the public with active ground-floor uses and a vibrant new BART Plaza, designed in coordination with the city and BART.

Deliverables:

—Environmental RFI list

—Draft and Final Environmental Project Description

—NAHC SLF search results

—Records Search Results Memorandum

—Draft and Tribal Consultation letters

—Caltrans CE/CE Determination Form

—CEQA Notice of Exemption

—Finding of Consistency Memorandum

Optional Tasks:

ESA is experienced in delivering comprehensive environmental compliance for transportation projects subject to CEQA/NEPA and consistent with Caltrans requirements. As such, we anticipate that the City may require the following optional tasks that can be delivered by ESA and/or our subconsultants under an amended scope and budget.

—CEQA/NEPA Environmental Documents

» CEQA Initial Study/Mitigated Negative Declaration (IS/MND)

» NEPA Environmental Assessment (EA)

» Joint CEQA/NEPA IS/EA

—Notices

» Meeting support and attendance

» Notice of Availability (NOA)

» Notice of Intent (NOI)

» Notice of Determination (NOD)

—Caltrans Documentation/Technical Studies

» Preliminary Environmental Study (PES) (Exhibit 6-A)

» Noise Study Technical Memorandum

» Natural Environmental Study-Minimal Impact (Arborist Report/Tree Survey and Aquatic Resources Delineation Report [ARDR])

» Visual Impact Assessment Technical Memorandum

» Archaeological Study Report (ASR) and Historic Property Survey Report (HPSR)

Task 7: Prepare Draft Public Improvement Plan

The purpose of the Public Improvement Plan document is to document preferred improvement concepts, guide implementation, garner stakeholder support, and serve as a roadmap for public investments, including potential catalytic infrastructure improvements that can be implemented through other grant opportunities. The plan report will include a project introduction, background analysis, description of planning and engagement effort, and proposed public improvements and gateway features.

This task will develop succinct and clear narrative, compile exhibits and graphics developed and finalized through Task 3 and Task 4, and laid out in InDesign.

Mithun will lead the preparation of the Draft Public Improvement Plan, overseeing technical development, content creation, and visual representation with Fehr & Peers and BKF providing support and technical review. The Draft will be submitted to the City for one (1) round of review.

Deliverables:

—Draft Public Improvement Plan (Microsoft Word and PDF formats)

—GIS Layer of the Plan boundary

Task 8: Finalize and Adopt Public Improvement Plan and Environmental Document

Based on City review and final stage of stakeholder engagement, the Mithun team will address comments and develop the Final Public Improvement Plan and CEQA/NEPA documents.

Deliverables:

— Final Public Improvement Plan

— Final CEQA/NEPA Document (Anticipated to be found consistent with the General Plan and Housing Element EIR)

— Final engineers estimates of probable costs

Attachment: Mithun Proposal (Awarding a Contract with Mithun Inc.)

Task 1: Project Initiation and Management

1.1: Project Management

1.2: Kick-off Meeting

1.3: City Council Introductory Meeting

Task 2: Community Engagement

2.1: Stakeholder Engagement Strategy

2.2: Community Meetings and Outreach

2.4: Public Hearings

Task 3: Existing Conditions Analysis

3.1: Existing Conditions Analysis Memo

Task 4: Complete Streets Improvement & Gateway Features Plan

4.1: Draft Complete Streets Improvement Plan

4.2: Conceptual Gateway Features

4.3: Final Gateway Features

4.4: Streetscape Improvement

4.5: Final Public Improvement Plan

4.6: Public Improvement Plan Boundary

Task 5: Development Buildout and Alternative Analysis

5.1: Transit-Oriented Community Polices Analysis

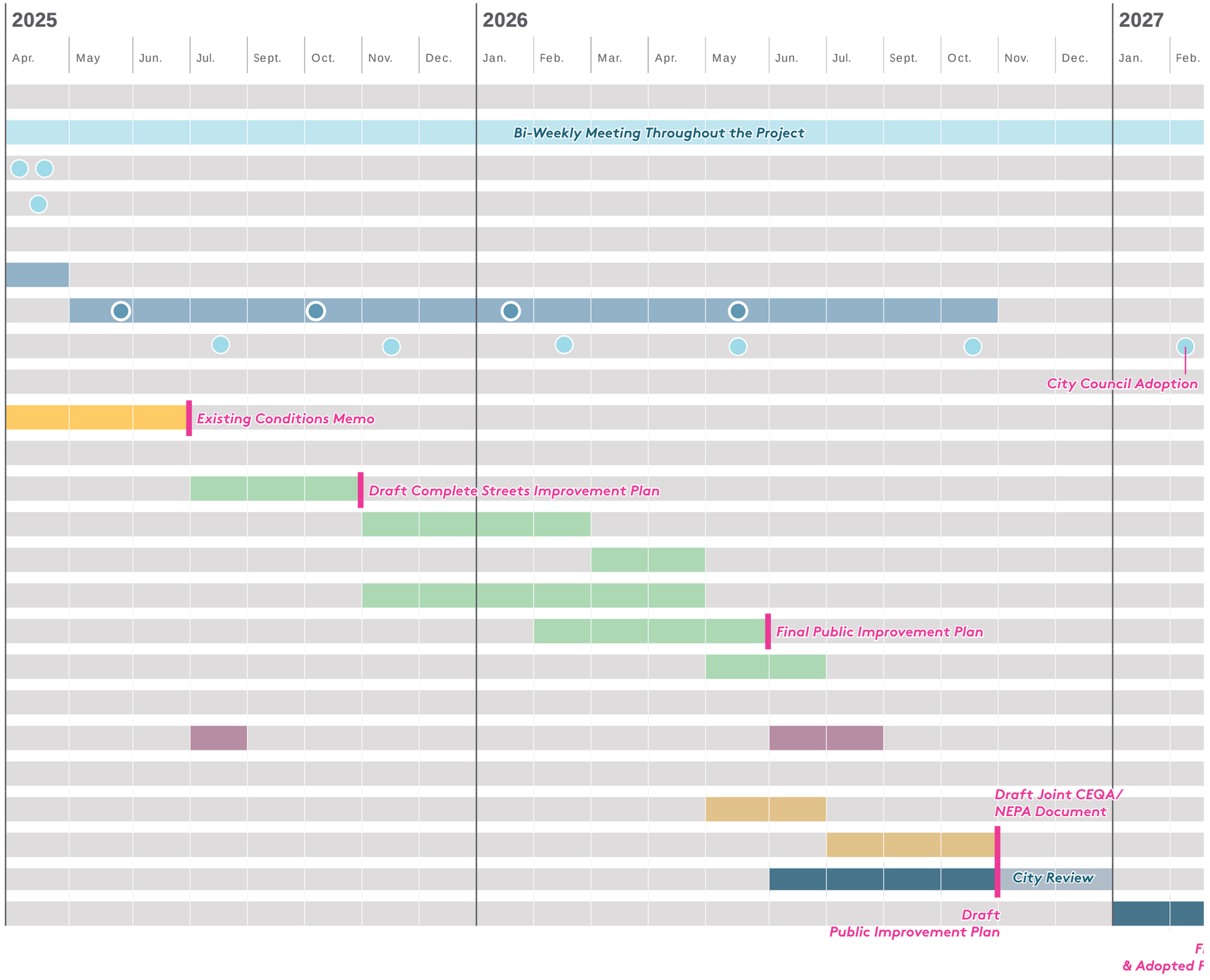
Task 6: CEQA/NEPA Analysis

6.1: Joint CEQA/NEPA Outreach and Scoping

6.2: Joint CEQA/NEPA Document Preparation

Task 7: Prepare Draft Public Improvement Plan

Task 8: Finalize and Adopt Public Improvement Plan and Environmental Document



Attachment: Mithun Proposal (Awarding a Contract with Mithun Inc.)

Approach to Managing Resources and Maintaining Quality Results

Mithun will manage a dynamic team of subconsultants on the Hamilton Avenue Public Improvement Plan, each leveraging their strengths to ensure a comprehensive and high-quality outcome. In addition to guiding the public improvement plan development, Mithun will lead overall project management, including budget oversight, ensuring seamless coordination and quality across all project phases.

Subcontractor Responsibilities

Mithun:

—Role: Prime, Urban Design and Landscape Lead

—Responsibilities: Mithun will manage the project budget, track costs, and ensure financial accountability throughout all phases. Mithun will oversee the project schedule and coordinate the full project team. In addition, Mithun will lead the analysis of existing conditions and direct the development of complete streets improvement plan and gateway features plan, ensuring these tasks are aligned with the City's long-term vision. Mithun will also lead the analysis of Transit-Oriented Communities policies, with key input from Fehr & Peers. Mithun will oversee and collaborate with Fehr & Peers on transportation analyses and BKF on civil engineering tasks during these phases, ensuring coordination between all technical consultants.

Mithun Office 585 Howard / San Francisco, CA

Mithun will also support Forward City Labs on community outreach and public engagement efforts to ensure that design feedback is incorporated into the final plan.

—Quality Assurance: Mithun will conduct internal reviews at key project milestones and hold regular check-ins to ensure that all deliverables, including technical analyses and design proposals, meet both regulatory and client expectations. Close collaboration with the subconsultant team will ensure that any emerging issues are addressed promptly.

Fehr & Peers:

—Role: Transportation Analysis Lead

—Responsibilities: Fehr & Peers will lead the transportation analysis, including bike and pedestrian safety audits, access studies, mobility hub planning, and will support the complete streets designs.

BKF Engineers:

—Role: Civil Engineering Technical Analyses

—Responsibilities: BKF Engineers will guide existing conditions analyses, focused on utilities and infrastructure, and support Complete Streets and streetscape improvements with technical drawings.

Environmental Science Associates (ESA):

—Role: CEQA/NEPA Compliance

—Responsibilities: ESA will manage CEQA and NEPA compliance and Tribal Consultation support, ensuring all environmental review and permitting tasks meet state and federal requirements.

Forward City Labs:

—Role: Community Engagement Lead

—Responsibilities: Forward City Labs will lead community engagement to ensure stakeholder input is integrated throughout the process. Through workshops, surveys, and meetings, Forward City Labs will identify priorities of key stakeholders and community members.

Supervision and Quality Control

The Mithun team will implement several strategies to ensure quality throughout the project:

—Biweekly Coordination Meetings: These meetings will allow Mithun to review project progress, address risks, and ensure that timelines and budgets are met.

—Task Ownership: Mithun will oversee and support all subcontractors, ensuring clear roles and responsibilities.

—Stakeholder Feedback Integration: Public input will be collected and integrated into all project phases to ensure community alignment.

—Regulatory Compliance: The Mithun team will ensure that the project remains compliant with CEQA/NEPA and other relevant regulations while conducting quality assurance reviews focused on readability and usability to create accessible and actionable documents for public and private stakeholders alike.

Mithun will deliver a Public Improvement Plan that meets the City's objectives while maintaining the highest quality standards.

Project Team Consistency

The Mithun team is fully committed to the Hamilton Avenue Public Improvement Plan, with key members dedicated throughout the project's duration. Our longstanding relationships with subconsultants Fehr & Peers, BKF Engineering, Forward City Labs and Environmental Science Associates enhance team cohesion and ensure consistent, high-quality collaboration

Efficient Resource Management

Mithun, accustomed to managing 50–120 projects, utilizes weekly data reports to efficiently allocate its diverse talent pool of over 200 staff members. This process prevents conflicts and allows Mithun to assign the right talent to meet specific project needs, maintaining production capacity, and controlling costs.

Attachment: Mithun Proposal (Award of Awarding a Contract with Mithun Inc.)

Our Principal-in-Charge, Erin Ishizaki, and Project Manager, Yao Lu, will coordinate closely with staffing leaders across Mithun, Fehr & Peers, BKF Engineers, Environmental Science Associates, and Forward City Labs. Their leadership ensures the project is staffed with the necessary knowledge to meet all milestones and deadlines. Open communication and aligned objectives foster a unified team approach.

Maintaining Consistency through Communication and Collaboration

As part of our QAQC process, regular check-ins happen within each stage of a project to assure and confirm quality of work, both in terms of design expression and technical feasibility of the design proposal. Final and public review draft documents undergo a rigorous QAQC process including a page-turn with staff and comment tracking. Our team has developed a flexible process of supervision and critique response that has yielded numerous successfully completed urban design and planning projects.

By leveraging longstanding relationships and collaborative workflows across the consultant team, Mithun will ensure a cohesive and consistent project team. This integrated approach positions us to deliver a high-quality Public Improvement Plan that meets the City's objectives and fosters sustainable, accessible, and vibrant community development.

Meeting Schedules & Controlling Costs

We understand the importance of tracking and visualizing project timelines, resources, and expenditures throughout the project. We will closely monitor timelines, resources, and expenditures in real time as the project evolves. We will track progress against the established schedule and budget, flagging any areas where additional resources may be needed or where delays could result in cost increases. Additionally, bi-weekly check-ins will ensure that all stakeholders are consistently informed of the project's status. These meetings will summarize key decisions, highlight any outstanding actions, and provide a clear picture of the budget and schedule to avoid surprises.

This proactive communication will keep everyone aligned, fostering accountability and transparency throughout the project. All meetings will be efficiently time-managed, including detailed agendas to ensure productive use of all parties' time.

We also recognize the importance of informal communication in keeping a project running smoothly. In addition to formal meetings, we will establish informal channels, such as group chats and dedicated project spaces on platforms like Zoom, Teams, and Miro. These informal spaces will allow for quick resolutions to minor issues, reducing the need for formal meetings and ensuring that decisions can be made without delay.

In terms of schedule feasibility, prioritizing early decision-making will be key. Front-loading critical decisions will minimize the likelihood of costly rework later in the project. We will also establish clear milestones and key deadlines and dependencies to help ensure that partners and stakeholders understand how tasks relate to each other within the project, encouraging timely feedback and responses.

The Mithun team is attentive to the pressures associated with projects that have aggressive schedules, set timeframes and grant requirements, and fixed budgets. Mithun's experience with public sector clients imbues our team with the skills needed to manage these dynamic elements. We meet key project goals by establishing good communication practices from the outset, and preparing a work plan that includes buy-in from all parties engaged in the project. We approach project management as a design challenge that requires its own tailored, integrated response.

Sun Valley Redevelopment Plan and Healthy Living Strategy / Denver, CO

The Sun Valley Plan was developed through a community visioning process. It creates new street connections for flexible redevelopment options, increased access to a new riverfront park and regional trail connection; and highlighted key healthy living amenities and gateway moments from the main arterial and light rail connections.

7.b

Attachment: Mithun Proposal (Awarding a Contract with Mithun Inc.)

Packet Pg. 82

Recent collaboration with SF Parks Alliance for a street mural on Moss Street in San Francisco. (Photo used with permission.)

Qualifications & References

Qualifications & References

The Mithun team is comprised of highly-qualified personnel and technical professionals well-equipped to meet and exceed the needs of the Hamilton Avenue Public Improvement Plan. Together, we bring a complementary set of skills and experiences befitting the task at hand.

The Mithun team adheres to the highest ethical standards possible, maintaining practices that imbue our work with our values of honesty, integrity, and justice. We minimize conflicts of interest, implement internal firewalls when necessary, and ensure that clients and projects align with these values. Mithun Partner-in-Charge Erin Ishizaki brings over 20-years of experience delivering projects that uncompromisingly maintain these high standards.

As the prime consultant, Mithun is committed to producing unbiased deliverables that reflect findings honestly, and, under Erin's leadership, we will ensure that all project team members maintain our high standards.

Mithun's talented team of landscape architects, urban designers, and planners bring deep experience in streetscape design plans and public realm improvements, including stormwater management design strategies, public amenities and open space design, and gateway feature designs. Design Leads Yao Lu and Tim Mollette-Parks have been supporting communities and coordinating with local agencies in the Bay Area for decades with projects such as Kapuso at the Upper Yard at Balboa BART, the BCDC Regional Shoreline Adaptation Plan, and the City of San Carlos' Northeast Area Specific Plan. From planning to implementation, Environmental Science Associates are experienced at delivering environmental review, analysis, and documentation at all phases of projects. Christine Fukasawa and Melissa Logue provide deep knowledge of CEQA and NEPA compliance and consistency, with experience providing environmental technical studies and regulatory permitting.

In addition to these technical skills, our team is highly adept at project management, bringing critical skills of communication, collaboration and flexibility, along with strong ethical standards. Internally and externally, we maintain open communication channels with project teams and partners. We have a proven track record of collaborating across diverse stakeholder groups, achieving high-quality, unique designs rooted in community. Additionally, our team is responsive and agile, able to adapt to changing project needs as analyses unfold and new findings are uncovered. Yao Lu and Tim Mollette-Parks have led numerous co-design processes, such as with Resilient by Design and North Richmond Shoreline Living Levee projects, coordinating across community groups and stakeholders to collaboratively develop design solutions for and with the local community. The co-design process not only requires thoughtful communication, but it also requires teams to remain flexible and adaptable to stakeholder input and needs as projects develop.

The Mithun team adheres to the highest ethical standards possible, maintaining practices that imbue our work with our values of honesty, integrity, and justice. We minimize conflicts of interest, implement internal firewalls when necessary, and ensure that clients and projects align with these values. Mithun Partner-in-Charge Erin Ishizaki brings over 20-years of experience delivering projects that uncompromisingly maintain these high standards.

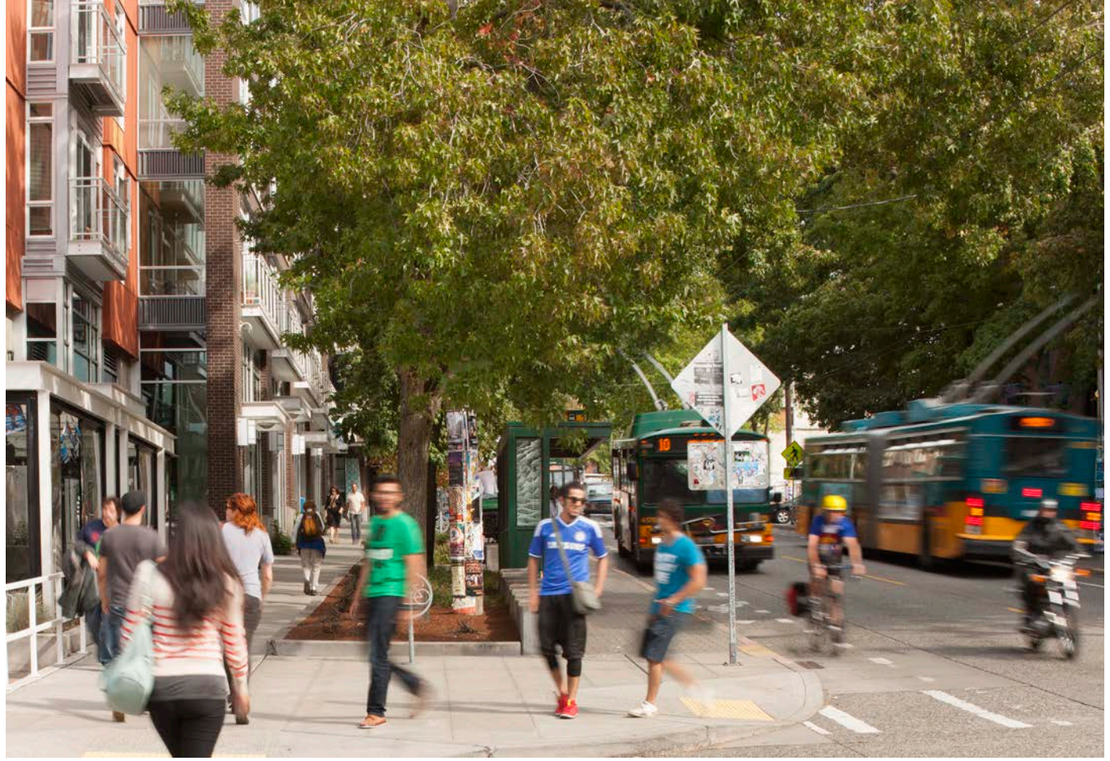
999 Third Avenue Plaza / Seattle, WA

As the prime consultant, Mithun is committed to producing unbiased deliverables that reflect findings honestly, and, under Erin's leadership, we will ensure that all project team members maintain our high standards.

Fehr & Peers brings extensive experience in transportation planning and analysis, specifically in multimodal corridor studies, bike and pedestrian planning, traffic modeling, and data collection. Matt Haynes will lead transportation planning for the Hamilton Avenue Public Improvement Plan, drawing on over 20 years of experience working with transit agencies and local and regional governments in the Bay Area, including VTA, the City of Campbell, and MTC.

BKF Engineers have extensive experience providing civil engineering and planning services across the San Francisco Bay Area. Vitina Mandella and Marcelo Cosentino have supported numerous public infrastructure projects and plans with roadway improvement designs, utility planning, mapping, and cost estimating. Their recent work includes the Hamilton Avenue Resurfacing Project, the Monarch Bay Shoreline Redevelopment in San Leandro, and the Mountain View Moffett Park Infrastructure Master Plan.

Attachment: Mithun Proposal (Awarding a Contract with Mithun Inc.)



Pike / Pine Streetscape Improvements

Seattle, Washington

Client	Seattle Department of Transportation
Overview	Study to improve the pedestrian experience along the Pike/Pine Corridor
Program	Streetscape, pedestrian safety, wayfinding, public seating, bike racks, transit stop improvements
Size	Urban corridor 22 blocks long
Services	Landscape Architecture, Urban Design and Planning
Collaborators	KPFF Consulting Engineers

In partnership with KPFF, Mithun was hired by the Seattle Department of Transportation (SDOT) for landscape architecture and urban design of the Pike/Pine corridor couplet that links downtown Seattle with the Capitol Hill neighborhood. The team's multi-disciplined, layered approach integrates streetscape and pedestrian elements in order to improve natural systems and transit function, pedestrian safety, and the Seattle Green Factor along these transit corridors.

Building on previous studies, the design centers on the pedestrian experience by enhancing wayfinding with new planting patterns, public seating and bike racks, while creating a sequence of zones—from historic district to retail and entertainment—beginning at Pike Place Market and culminating on Capitol Hill. The scope also included construction documents for improvements to an existing transit stop along Pine Street in the Capitol Hill neighborhood which have been implemented.

MITHŪN

Moss Street Green Infrastructure

San Francisco, California

Client	San Francisco Parks Alliance
Overview	Community engagement strategy and concept design to transform two blocks of Moss Street into stormwater gardens, community gathering space and ecological enhancement planting areas.
Size	Two city blocks
Services	Landscape Architecture, Community Engagement

A Return to Historic Hydrology
Moss Street in San Francisco's SoMa neighborhood was historically part of a brackish marsh at the edge of the city's pre-development coastline. The design concept for two blocks of the street envisions restoring historic hydrology through a system of cisterns and stormwater gardens that allow the low-lying street to act as flood protection once again for the area.

Event-based Community Engagement
The community engagement strategy brought neighbors into the project's physical space to experience the potential transformation through mockups and art projects. Neighbors collaborated on temporary sidewalk murals to represent the true scale of future green infrastructure and gathering space, in addition to sharing oral and written observations during the event.

Design for Social and Ecological Co-Benefit
The focus with community members and the SF Parks Alliance was to design for co-benefit between ecological richness and social interaction. To that end, new gathering spaces, benches, lighting and murals are enmeshed with native planting, rain gardens and interpretive signage that shares the story of the place as former coastal wetland with residents and visitors.

MITHŪN

Attachment: Mithun Proposal (Awarding a Contract with Mithun Inc.)

Vancouver Blue Green Streets

Vancouver, British Columbia, Canada

Client	Herrera Environmental Group and the City of Vancouver
Overview	Development of a range of context sensitive design solutions to be piloted and scaled across the city.
Program	Parks, streetscapes, public spaces
Size	Nine sites, varying in scale from street intersections to large parks
Services	Landscape Architecture, Urban Design and Planning

MITHŪN

A Holistic Approach to Water Management

Streets and infrastructure investments provide an opportunity to address multiple benefits for people, place and the environment. Driven by the City of Vancouver's focus on climate adaptation, the public works department is convening cross agency partners to envision ten locations for green stormwater interventions that can be learned from and potentially replicated across the city.

Place-based Typologies that Mimic Natural Hydrology

The nine sites vary from the scale of street intersections to large parks and include the exploration of a wide range of technologies such as raingardens, pervious paving, tree canopy, carbon filters, level spreaders, wiers and subsurface retention. Each site highlights the connection between the typology and the historic, cultural and urban design context.

Practicing Mitigation and Adaptation to Address Climate Change

A central tenant of the project is to work with neighborhood residents and business owners to continue the city-wide dialogue around climate change. Putting these projects in the context of climate adaptation is communicated through the specific place-based design responses, the visual graphics and the on-going conversations.

Taylor 28

Seattle, Washington

Client	BRE Properties
Overview	Mixed-use redevelopment of an infill site near Seattle Center, including reorganization of the street to create public gathering space and a pedestrian-friendly neighborhood
Program	197 market rate apartments, underground parking, 48-foot wide public plaza, rooftop courtyard, streetscape, 197 market rate apartments
Size	160,000 sf; 1.19 acres
Metrics	LEED Silver certified
Services	Architecture, Landscape Architecture, Urban Design and Planning

MITHŪN

Creating People-friendly Streets

As the first residential, mixed-use apartment building in the Denny Triangle neighborhood, Taylor 28 presented an opportunity to set the urban design standard for five blocks. The transformational design reorganizes the street right-of-way and creates a linear urban plaza for people to enjoy, introducing a vibrant human dimension in a previously desolate area with an underutilized street.

Groundbreaking Strategies

A holistic approach to rainwater harvesting allows water from the private roof to be used for irrigation in the public right-of-way. City approval of a hybrid cistern means the number of residents can increase but the potable water use remains the same over time.

First of Five Blocks

These changes have been approved for application down Taylor Avenue to ensure a complete transformation of the street. Raised crosswalks will connect streets and plazas in this growing, pedestrian focused neighborhood.

Attachment: Mithun Proposal (Awarding a Contract with Mithun Inc.)

First Hill Streetcar

Seattle, Washington

Client	Seattle Department of Transportation
Overview	Concept design for the 2.5-mile First Hill Streetcar line's stops and plazas seamlessly integrates transit infrastructure and celebrates neighborhood character
Program	10 station stops in five neighborhoods, cycle track, three plazas, plantings, seating, shelters, public art
Services	Landscape Architecture, Urban Design & Planning
Collaborators	Landscape concept design by Mithun in association with URS, transit engineers and landscape architect of record

Highlighting Neighborhoods

The streetcar stops and a series of three plaza spaces are designed to be quiet, neutral infrastructure—allowing the surrounding neighborhoods to shine. Passing through historic and cultural districts, and Seattle's most densely populated neighborhood, Capitol Hill, the stops include public art by Claudia Fitch.

Immersing People in Place

Each plaza responds to existing conditions. At Marion/Broadway, the plaza edge of baffled raingardens links major institutions and provides seating at an intimate scale. A plaza overlook at Terrace/Broadway is heightened in contrast with a sloping street and offers panoramic views to Mount Rainier. At Yesler/Broadway, a mixing zone for pedestrians, streetcars and bikers reduces emphasis on cars and provides flexibility for future redevelopment.

Designed for Durability

These are intensely used public spaces requiring durable materials with low maintenance. Simplicity and careful attention to functional needs was integral to creating great places for people to enjoy the city.

Kapuso at the Upper Yard

San Francisco, California

Client	Mission Housing Development Corporation and the Related Companies
Overview	Affordable housing and transit plaza alongside a vibrant transit hub in the Outer Mission district
Program	131 apartments in a mix of configurations, 6,000 sf child development center, 2,400 sf non-profit office space, 3,000 sf neighborhood retail, community room, courtyard and bike parking
Size	170,000 sf; 0.7 acres
Metrics	Fossil-fuel Free; Architecture 2030 Compliant; GreenPoint Platinum Rating, Targeted
Services	Architecture, Interior Design, Landscape Architecture
Budget:	$2,000,000 (Mithun fee)

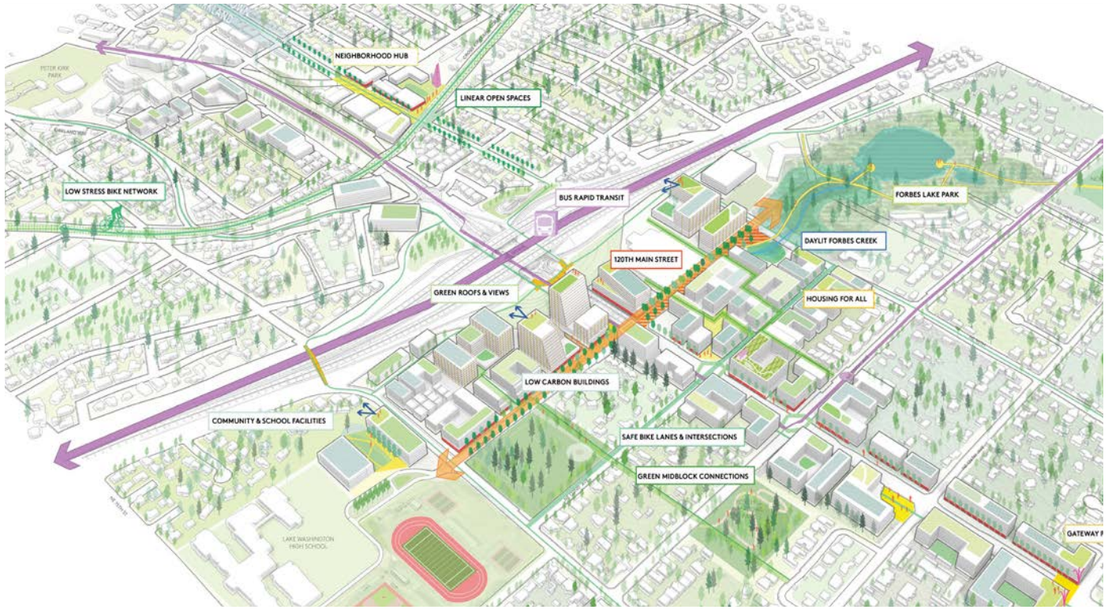
An example of 'TOD done right,' the conversion of a former parking lot into transit, social and cultural infrastructure realizes the vision of multiple stakeholders for this site adjacent to Balboa Park BART station in San Francisco.

Mithun's interdisciplinary team of architects, interiors and landscape designers collaborated with grassroots activists, public agencies, and other city and state players to create 131 units of affordable family housing, common spaces including a community room overlooking a protected mid-block courtyard for residents, and multiple active ground-floor uses fronting a vibrant new public plaza, including a locally owned café, youth arts program and other community services, childcare center, and bikeshare to serve tenants, neighbors and urban commuters who pass by daily.

The site serves as a multi-modal transit network for BART, multiple MUNI bus lines, a busy interchange of Highway 280 and dedicated bike lanes a few blocks away. The project recently was completed and celebrated its opening.

MITHUN

Attachment: Mithun Proposal (Awarding a Contract with Mithun Inc.)



85th Street Station Area Plan

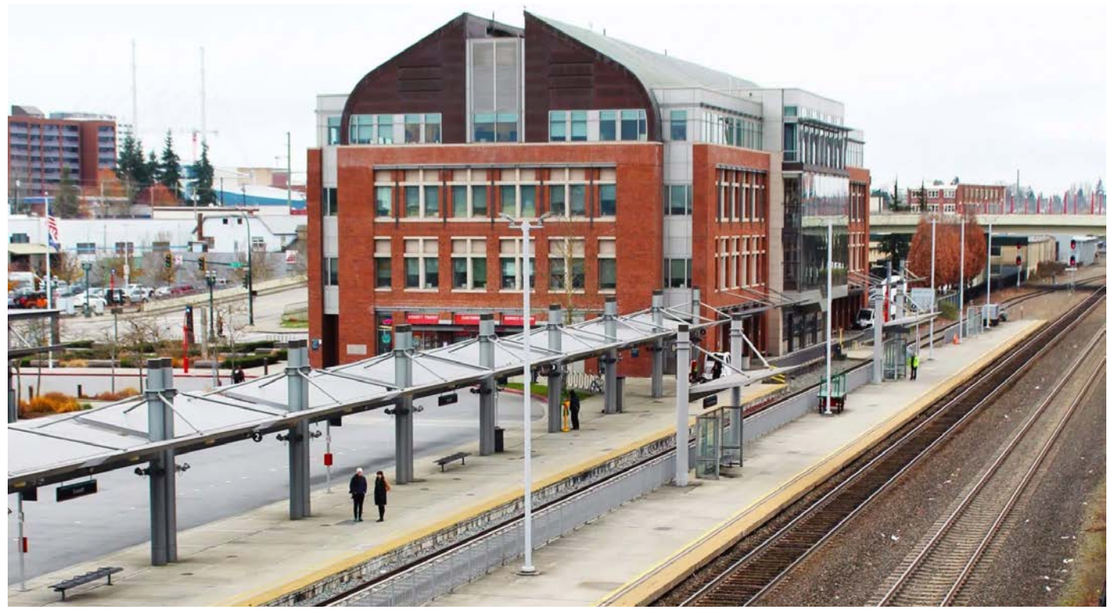
Kirkland, Washington

Client	City of Kirkland
Overview	Station Area Plan that supports growth of a suburban area around a new Bus Rapid Transit (BRT) station and regional trail, including a new plan, form-based code, sustainability framework, green innovation policies, incentive zoning program, design guidelines and Planned Action Ordinance
Size	700 acres, Up to 6,243 new households and 17,763 new jobs by 2044
Services	Urban Design and Planning
Collaborators	ECOnorthwest; Fehr & Peers, Mobility; BERK: Engagement, Environmental Impact; Herrera, Environmental/ Engineering;ECONW: Economic/ Development Strategy
Link	https://www.kirklandwa.gov/Government/Departments/Planning-and-Building/Code-and-Plan-Amendment-Projects/NE-85th-Street-Station-Area-Plan
Project Dates	11/2019-7/2023
Contract	$629,000 (Mithun)

The station area plan transitions the auto-centric environment into vibrant, walkable districts and creates last mile connections to bus and regional trails. Deeply rooted in the history of the land and people, NE 85th is envisioned as a place to spend time with a lively public realm and more equitable access to opportunity for local workers and residents. A more compact, urban form of development offers innovative urban design and community benefits strategies.

A phased infrastructure strategy supports public projects, like a green network and boardwalk trail, while baseline requirements and incentive zoning help realize affordable housing, education and benefits through development. The Form Based Code addresses both public realm with street types and private realm, encourages high-performance development with a Green Factor code for integrated green infrastructure, and opportunities for district energy, stormwater and resilience hubs.

MITHUN



Everett Link Extension

Snohomish County, Washington

Client	Sound Transit
Overview	Everett Link Extension is a new stretch of light rail through Everett, Snohomish County, and Lynnwood. Mithun supported the regional transit agency on TOD around six proposed light rail stations and the refinement of Conceptual Engineering plans. Led corridor-wide sustainability to inform infrastructure design and policy changes. Developed best practice guidance on public realm design, development codes and standards, and high-performance sites and buildings.
Size	16-mile light rail corridor
Services	Urban Design and Planning, Landscape Design, Sustainability, Visualization
Completion	Ongoing
Collaborators	Kimley Horn, Parsons, Mott McDonald, Otak
Link	https://www.cityoftacoma.org/UserFiles/Servers/Server_6/File/cms/Planning/Planning%20Commission/PC%20Agendas%202023/PC%20Agenda%20Packet%20(10-04-23).pdf

To support the Phase 2 design and planning of the Everett Link Extension, Mithun was engaged to provide urban design and placekeeping, sustainability, landscape design, and visualization services. The design of high-capacity transit stations is crucial for the success of transit-oriented development (TOD) and creating a vibrant public realm. By integrating public realm elements, landscape, sustainability, and development feasibility considerations early in the engineering design process, we can achieve more equitable and resilient outcomes.

In addition to focusing on stations, tracks, and the Operational and Maintenance Facility, Mithun also supported Sound Transit through its Model Code Partnership program, funded by Federal Transit Administration (FTA), which influences future TOD opportunities in the larger half-mile station areas along the corridor. This program developed best practice guidance, example regulatory language, and implementation resources for local jurisdictions along the Everett Link Extension corridor to promote high-quality public spaces, resilient infrastructure, and sustainable site and building designs.

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Attachment: Mithun Proposal (Awarding a Contract with Mithun Inc.)

Crocker Road Bridge Pedestrian Retrofit

Cloverdale, Sonoma County, California

Client	Sonoma County Public Infrastructure Department
Duration	Fall 2021- Fall 2024
Contract	$2.34M
Role	Environmental clearance, permitting, monitoring/compliance
Reference	Cindy Rader, P.E., Senior Civil Engineer, Sonoma County Public Infrastructure Department (707) 565-2550, Cindy.rader@sonoma-county.org

Sonoma County Public Infrastructure (SPI), in cooperation with Caltrans District 4 Division of Local Assistance, constructed a Class I bicycle and pedestrian access across the Russian River on Crocker Road Bridge (Bridge #20C-002). The access was constructed on existing bridge piers. Additional improvements included new Americans with Disabilities Act (ADA) compliant pedestrian ramps and supplemental lane signing and striping.

ESA prepared environmental technical studies (air quality and noise) to support County's preparation of a CEQA document and Caltrans' issuance of a NEPA Categorical Exclusion, and acquisition of regulatory permits including a 1602 Streambed Alteration Agreement and Waste Discharge Requirement. ESA also provided environmental monitoring and compliance services during project construction.

ESA

Environmental Staff Support, Santa Clara Valley Transportation Authority

Santa Clara County, California

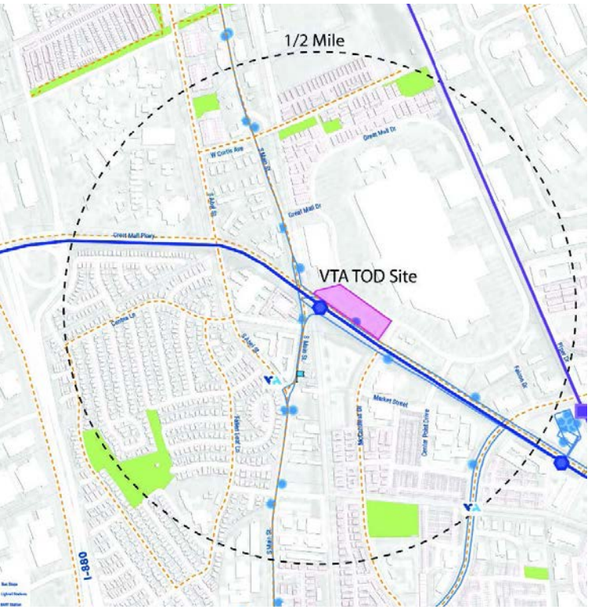
Client	Santa Clara Valley Transportation Authority
Duration	July 2024-ongoing
Contract	$546K+
Role	Environmental project management of clearance documents and technical studies
Reference	Christina Jaworski, Environmental Program Manager Santa Clara Valley Transportation Authority, (408) 321-5751, christina.jaworski@vta.org

ESA provides environmental support services to Santa Clara Valley Transportation Authority (VTA) for several transportation projects in the Project Initiation Document (PID) and Project Approval/Environmental Document (PA/ED) phase. This includes management and support for several projects (State Route (SR) 87/ Capitol Expressway Interchange Project, SR 17 Corridor Congestion Relief Project, Interstate 880/Montague Expressway Project, and the Beneficial Reuse of Excavated Material in Tidal Marsh Restoration Project). ESA staff coordinate directly with Caltrans District 4 Office of Environmental Analysis (OEA) and Division of Local Assistance (DLA), jurisdictions (Town of Los Gatos, City of San José, City of Santa Clara, City of Milpitas, and Santa Clara County), and regulatory agencies (Santa Clara Valley Habitat Agency [Habitat Agency]), for improvements on and off the state highway system.

This includes interchange, roadway, ramp, signal, bridge/overcrossing, bicycle/pedestrian (Complete Streets), and other associated improvements. ESA participates in Project Development Team (PDT) meetings, oversees preparation of technical studies (complaint with Caltrans Standard Environmental Reference [SER] and Local Assistance Procedures Manual [LAPM] requirements), and supports preparation of CEQA and NEPA documentation (IS/EA and EIR/EA). Efforts also include support of alternatives analyses, noticing, scoping, and informing the Plans, Specifications, and Estimate (PSE)/construction phase.

ESA

Attachment: Mithun Proposal (Awarding a Contract with Mithun Inc.)



VTA Great Mall

Milpitas, California

Client	Valley Transportation Authority
Duration	2024 - Ongoing
Contract	$110,000
Role	Transit Access Study, Active Mobility, Place Making and Community Engagement
Reference	Cristina Nape, Senior Manager TOD Cristina.Nape@vta.org, 669-588-1738
Link	https://www.vta.org/projects/milpitas-transit-center-transit-oriented-development

SVTA is redeveloping its transit center and Park & Ride lot on Great Mall Drive in Milpitas. The transit center has already been relocated to the Milpitas BART Station. This is approximately a 4-acre parcel where VTA seeks to develop a mixed-use, mixed-income project. Promoting equal access to housing employment and entertainment opportunities while encouraging increased transit ridership is a core objective of this study.

The study scope extends beyond on-site evaluation of the technical aspects of parking, transit ridership, transit access, and active mobility safety. It delves into inclusive strategies to enhance existing access and create a more user-friendly, engaging and experiential environment within the transit-oriented community.

FORWARD City Labs

Attachment: Mithun Proposal (Awarding a Contract with Mithun Inc.)

Pike Pine Corridor Improvements Project in Capitol Hill (Seattle, WA) added multi-modal improvements and new bus stops with integrated art and furnishings.

Work Samples

Work Samples:

Written technical report
NE 85th Street Station Area Plan - Authored by Mithun transportation chapter
— https://www.kirklandwa.gov/files/sharedassets/public/v/4/planning-amp-building/station-area-materials/pc-hearing-drafts/web-version_final__stationareaplan_sections-1-10june2022.pdf

Materials for similar planning effort
Story Keyes Complete Streets Study - Fehr & Peers
— https://link.edgepilot.com/s/e5a45363/BWQZ3rSNrkanfqLh5n2djA?u=https://www.vta.org/sites/default/files/documents/Story%252520Keyes%252520Attachment%252520B.pdf

Blue Green Systems Typology Study - **Blue Green Systems Typology Study -Mithun**
—https://vancouver.ca/files/cov/blue-green-systems-typology-study.PDF

Attachment: Mithun Proposal (Awarding a Contract with Mithun Inc.)

NE 85th Street Station Area Plan and Code / Kirkland, WA

References

Mithun

Allison Zike
City of Kirkland
425.587.3259
azike@kirklandwa.gov
Project and Client: NE 85th Station Area Plan and Code, City of Kirkland
Project Duration: October 2019 - July 2023

Miranda Redinger
High Capacity Transit Development Manager
Sound Transit
206.715.5465
miranda.redinger@soundtransit.org
Project and Client: Everett Link Extension—Urban Design, Sustainability, Model Code Partnership, Sound Transit / Kimley Horn
Project Duration: Phase 2: July 2023 - June 2026

Tim Chan
Group Manager, Stations Planning
BART
510.406.8985
tchan@BART.gov
Project and Client: Kapuso at the Upper Yard, Mission Housing and Related Companies
Project Duration: September 2016 – June 2023

Fehr & Peers

Jessica Manzi (former Transportation Manager with City of Redwood City),
Director, Project Delivery, SMCTA
650.508.6476
ManziJ@samtrans.com
Project: Redwood City Moves Citywide Transportation Plan
Project Duration: 2017-2019

Oxo Slayer
Senior Physical Planner, UCSC
831.212.0185
oslayer@ucsc.edu
Project: UCSC Long Range Development Plan, Mobility Element
Project Duration: 2018-2021

BKF Engineers

Avalon Schultz
Assistant Community Development Director/Principal Planner, City of San Leandro
510.577.3422
aschultz@sanleandro.org
Project: Bayfair Mall Transit Oriented Development Economic Feasibility (complete in 2023) and Specific Plan Update (on-going since 2023)

John Davidson
Principal Planner, City of Santa Clara
408.615.2478
JDavidson@santaclaraca.gov
Project: Patrick Henry Drive Specific Plan (complete in 2022), Freedom Circle Focus Area Plan (complete in 2022)

Attachment: Mithun Proposal (Awarding a Contract with Mithun Inc.)

Cost Proposal

Cost Proposal

We have prepared a preliminary estimate of fees for each task with estimated level of effort for project staff. The assigned staff hourly rates are indicated along the top row of the table.

Should we be awarded the project, we look forward to reviewing and refining this with the City to ensure it meets project goals and objectives.

1180 Fourth Street / San Francisco, CA

Attachment: Mithun Proposal (Awarding a Contract with Mithun Inc.)

Project Budget

Task 1	Project Initiation and Management	Total Cost	Labor	Hours	Erin Ishizaki Partner In Charge	Yao Lu Project Manager	Tim Mollette-Park Design Lead	Claire Mardian Planner	Nazanin Mehrin Urban Designer	ESA	FCL	Fehr & Peers	BKF
			hourly rate		$ 255	$ 200	$ 255	$ 180	$ 180				
1.1	Project Management	$ 14,000	$ 14,000	70		70				$ -	$ -	$ -	$ -
1.4	Kick-Off Meeting	$ 8,348	$ 2,840	12	4	4	4			$ -	$ 900	$ 2,320	$ 2,288
1.5	City Council Introductory Meeting	$ 3,640	$ 3,640	16	4	8	4			$ -	$ -	$ -	$ -
	Subtotal, Task 1	**$ 25,988**	**$ 20,480**	**98**	**8**	**82**	**8**	**0**	**0**	**$ -**	**$ 900**	**$ 2,320**	**$ 2,288**

Task 2	Public Engagement	Total Cost	Labor	Hours									
2.1	Stakeholder Engagement Strategy	$ 5,500	$ 1,000	5		5				$ -	$ 4,500.00	$ -	$ -
2.2	Community Meetings & Outreach	$ 49,640	$ 8,840	44		16	8	20		$ -	$ 33,120.00	$ 7,680.00	$ -
2.3	Public Hearings	$ 10,670	$ 5,680	24	8	8	8	0	0	$ -	$ -	$ 4,990.00	$ -
										$ -	$ -		
	Subtotal, Task 2	**$ 65,810**	**$ 15,520**	**73**	**8**	**29**	**16**	**20**	**0**	**$ -**	**$ 37,620.00**	**$ 12,670.00**	**$ -**

Task 3	Existing Conditions Analysis	Total Cost	Labor	Hours									
3.1	Existing Conditions Report	$ 53,142	$ 9,400	48	0	8	8		32	$ 972.00	$ -	$ 26,340.00	$ 16,430.00
	Subtotal, Task 3	**$ 53,142**	**$ 9,400**	**48**	**0**	**8**	**8**	**0**	**32**	**$ 972.00**	**$ -**	**$ 26,340.00**	**$ 16,430.00**

Task 4	Roadway Improvement & Gateway Features Plan	Total Cost	Labor	Hours									
4.1	Draft Roadway Improvement Plan	$ 42,870	$ 2,600	14		4			10	$ -	$ -	$ 21,380.00	$ 18,890.00
4.2	Conceptual Gateway Features Plan	$ 18,650	$ 18,650	86	8	16	30		32	$ -	$ -	$ -	$ -
4.3	Final Gateway Features Plan	$ 9,360	$ 9,360	44	8	12	8		16	$ -	$ -	$ -	$ -
4.4	Streetscape Improvement Plan	$ 63,380	$ 22,640	104	8	16	40		40	$ -	$ -	$ -	$ 40,740.00
4.5	Final Public Improvement Plan	$ 28,678	$ 14,280	68	8	12	16	16	16	$ -	$ -	$ 4,540.00	$ 9,858.00
4.6	Public Improvement Plan Boundary	$ 1,520	$ 1,520	8		4			4	$ -	$ -	$ -	$ -
	Subtotal, Task 4	**$ 164,458**	**$ 69,050**	**324**	**32**	**64**	**94**	**16**	**118**	**$ -**	**$ -**	**$ 25,920.00**	**$ 69,488.00**

Task 5	Consideration of Transit-Oriented Community Policies	Total Cost	Labor	Hours									
5.1	Transit-Oriented Community Policies Analysis	$ 15,052	$ 9,840	50	8	12		30		$ 972.00	$ -	$ 4,240.00	$ -
	Subtotal, Task 5	**$ 15,052**	**$ 9,840**	**50**	**8**	**12**	**0**	**30**	**0**	**$ 972.00**	**$ -**	**$ 4,240.00**	**$ -**

Task 6	CEQA/NEPA Analysis*	Total Cost	Labor	Hours									
6.1	Joint CEQA/NEPA Outreach and Scoping	$ 13,866	$ -	0						$ 13,866.00	$ -	$ -	$ -
6.2	Joint CEQA/NEPA Document Preparation	$ 21,506	$ -	0						$ 21,506.00	$ -	$ -	$ -
	Subtotal, Task 6	**$ 35,372**	**$ -**	**0**	**0**	**0**	**0**	**0**	**0**	**$ 35,372.00**	**$ -**	**$ -**	**$ -**

Task 7	Prepare Draft Public Improvement Plan	Total Cost	Labor	Hours									
7.1	Prepare Draft Public Improvement Plan	$ 23,965	$ 16,340	78	4	10	24	16	24	$ -	$ 3,915.00	$ 2,320.00	$ 1,390.00
	Subtotal, Task 7	**$ 23,965**	**$ 16,340**	**78**	**4**	**10**	**24**	**16**	**24**	**$ -**	**$ 3,915.00**	**$ 2,320.00**	**$ 1,390.00**

Task 8	Finalize and Adopt Public Improvement Plan and E	Total Cost	Labor	Hours									
8.1	Finalize and Adopt Public Improvement Plan and Environmental D	$ 13,895	$ 8,780	46	4	10		16	16	$ 3,280.00	$ 675.00	$ 1,160.00	$ -
	Subtotal, Task 8	**$ 13,895**	**$ 8,780**	**46**	**4**	**10**	**0**	**16**	**16**	**$ 3,280.00**	**$ 675.00**	**$ 1,160.00**	**$ -**

TOTAL HOURS, Prime and Consultants	1,610
TOTAL BUDGET	**$ -**
Reimbursables Expense: Materials,food, kids activities, translations, interpreters	$ 2,500
Subtotal, labor: Prime and Consultants	**$ 400,182**

Attachment: Mithun Proposal (Awarding a Contract with Mithun Inc.)

MITHUN

Project Budget

(Subconsultant Detail)

				ESA			FCL		Ferh+Peers			BKF			
				Melissa Logue	Christine Fukasawa	Juliana Medan	Atisha Varshney	Shreya Chokshi	Matt Haynes	Alexandra Lee-Gardner	Tript Kaur-Kondal	Marcelo Cosentino	Vitina Mandella		
				Pincipal	Senior Consultant	Associate	Project Manager	Engagement Lead	Principal	Sr. Transp. Planner	Transp. Planner	Civil Project Executive	Project Manager	Engineering Manager	Design Engineer
			hourly rate:	$ 334	$ 243	$ 175	$ 225	$ 135	$ 375	$ 205	$ 175	$ 294	$ 278	$ 251	$ 179
Task 1	**Project Initiation and Managem**	**Labor**	**Hours**												
1.1	Project Management	$ -	0												
1.4	Kick-Off Meeting	$ 5,508.00	20				4		4	4		4	4		
1.5	City Council Introductory Meeting	$ -	0												
	Subtotal, Task 1	**$ 5,508.00**	**20**	**0**	**0**	**0**	**4**	**0**	**4**	**4**	**0**	**4**	**4**	**0**	**0**
Task 2	**Public Engagement**	**Labor**	**Hours**												
2.1	Stakeholder Engagement Strategy	$ 4,500.00	28				8	20							
2.2	Community Meetings & Outreach	$ 40,800.00	244				50	162	8	16	8				
2.3	Public Hearings	$ 4,990.00	18						8	8	2				
	Subtotal, Task 2	**$ 50,290.00**	**290**	**0**	**0**		**58**	**182**	**16**	**24**	**10**	**0**	**0**	**0**	**0**
Task 3	**Existing Conditions Analysis**	**Labor**	**Hours**												
3.1	Existing Conditions Report	$ 43,742.00	143	0	4				16	48	60	5	10	20	40
	Subtotal, Task 3	**$ 43,742.00**	**143**	**0**	**4**		**0**	**0**	**16**	**48**	**60**	**5**	**10**	**20**	**40**
Task 4	**Roadway Improvement & Gateway Features Plan**	**Labor**	**Hours**												
4.1	Draft Complete Streets Improvement Plan	$ 40,270	130						14	36	50	10	20	20	30
4.2	Conceptual Gateway Features Plan	$ -	0												
4.3	Final Gateway Features Plan	$ -	0												
4.4	Streetscape Improvement Plan	$ 40,740	40									15	25	60	80
4.5	Final Public Improvement Plan	$ 14,398	27						4	8	8	2	5	10	30
4.6	Public Improvement Plan Boundary	$ -	0												
	Subtotal, Task 4	**$ 95,408**	**197**	**0**	**0**		**0**		**18**	**44**	**58**	**27**	**50**	**90**	**140**
Task 5	**Consideration of Transit-Oriented Community Policies**	**Labor**	**Hours**												
5.1	Transit-Oriented Community Policies Anal	$ 5,212	20		4				6	8	2				
	Subtotal, Task 5	**$ 5,212**	**20**	**0**	**4**		**0**	**0**	**6**	**8**	**2**	**0**	**0**	**0**	**0**
Task 6	**CEQA/NEPA Analysis***	**Labor**	**Hours**												
6.1	Joint CEQA/NEPA Outreach and Scoping	$ 13,866	66	12	6	48	0	0	0						
6.2	Joint CEQA/NEPA Document Preparation	$ 21,506	98	12	36	50	0	0	0						
	Subtotal, Task 6	**$ 35,372**	**164**	**24**	**42**	**98**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
Task 7	**Prepare Draft Public Improvem**	**Labor**	**Hours**												
7.1	Prepare Draft Public Improvement Plan	$ 7,625	40				3	24	4	4			5		
	Subtotal, Task 7	**$ 7,625**	**40**	**0**	**0**	**0**	**3**	**24**	**4**	**4**	**0**	**0**	**5**	**0**	**0**
Task 8	**Finalize and Adopt Public Impro**	**Labor**	**Hours**												
8.1	Finalize and Adopt Public Improvement Pl	$ 5,115	19	4	8		3		2	2					
	Subtotal, Task 8	**$ 5,115**	**19**	**4**	**8**	**0**	**3**	**0**	**2**	**2**	**0**	**0**	**0**	**0**	**0**

Attachment: Mithun Proposal (Awarding a Contract with Mithun Inc.)

Oxford Plaza / Berkeley, CA

Disclosure of Litigation

Attachment: Mithun Proposal (Awarding a Contract with Mithun Inc.)

Disclosure of Litigation

Mithun hereby confirms that it has no litigation in connection with prior projects. To the best of our knowledge, Mithun is not involved in any legal proceedings or disputes that would impact its ability to perform the services outlined in this proposal.

Attachment: Mithun Proposal (Awarding a Contract with Mithun Inc.)

California Levine Act Statement

California Levine Act Statement

APPENDIX C, CALIFORNIA LEVINE ACT STATEMENT

California Government Code § 84308, commonly referred to as the "Levine Act," precludes an officer of a local government agency from participating in the award of a contract if he or she receives any political contributions totaling more than $250 in the 12 months preceding the pendency of the contract award, and for three months following the final decision, from the person or company awarded the contract. This prohibition applies to contributions to the officer, or received by the officer on behalf of any other officer, or on behalf of any candidate for office or on behalf of any committee.

City of Campbell's officers (City Council members) include:

City Council
Sergio Lopez, Mayor
Daniel E. Furtado
Elliot Scozzola
Anne Bybee
Terry Hines

1. Have you or your company, or any agent on behalf of you or your company, made any political contributions of more than $250 to any City of Campbell officer in the 12 months preceding the date of the issuance of this request for qualifications?
___ YES _X__ NO
If yes, please identify the officer: _____

2. Do you or your company, or any agency on behalf of you or your company, anticipate or plan to make any political contributions of more than $250 to any City of Campbell officer in the three months following the award of the contract?
___ YES _X__ NO
If yes, please identify the officer: _____

Answering yes to either of the two questions above does not preclude City of Campbell from awarding a contract to your firm. It does, however, preclude the identified officer(s) from participating in the contract award process for this contract.

2/13/2025
DATE

(SIGNATURE OF AUTHORIZED OFFICIAL)

Erin Christensen Ishizaki, Partner
(TYPE OR WRITE APPROPRIATE NAME, TITLE)

Mithun
(TYPE OR WRITE NAME OF COMPANY)

Attachment: Mithun Proposal (Awarding a Contract with Mithun Inc.)

University of California Irvine Verano 8 / Irvine, CA

Insurance Provisions

Attachment: Mithun Proposal (Awarding a Contract with Mithun Inc.)

Insurance Provisions

Mithun hereby acknowledges that it can meet the minimum insurance requirements outlined in the RFP for the Hamilton Avenue Improvement Plan project. Enclosed is Mithun's Certificate of Insurance, which demonstrates our compliance with the required coverage, including general liability, auto liability, workers' compensation, and professional liability insurance. Mithun remains committed to maintaining all necessary insurance coverages throughout the duration of this agreement to ensure full compliance with the City of Campbell's requirements.

MITHINC-02 MLACYMCCLINTOCK

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 12/24/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER License # 0C36861 Seattle-Alliant Insurance Services, Inc. 401 Union Street, 31st Floor Seattle, WA 98101	CONTACT NAME: Melanie Kelly PHONE (A/C, No, Ext): FAX (A/C, No): E-MAIL ADDRESS: Melanie.Kelly@alliant.com
	INSURER(S) AFFORDING COVERAGE — NAIC #
	INSURER A : RLI Insurance Company — 13056
INSURED Mithun, Inc. 1201 Alaskan Way Ste 200 Seattle, WA 98101	INSURER B : Travelers Casualty and Surety Company of America — 31194
	INSURER C :
	INSURER D :
	INSURER E :
	INSURER F :

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY X PRO-JECT LOC OTHER:			PSB0010953	1/1/2025	1/1/2026	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 2,000,000 $ 1,000,000 $ 10,000 $ 2,000,000 $ 4,000,000 $ 4,000,000
A	AUTOMOBILE LIABILITY X ANY AUTO OWNED AUTOS ONLY — SCHEDULED AUTOS HIRED AUTOS ONLY — NON-OWNED AUTOS ONLY			PSA0003581	1/1/2025	1/1/2026	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 1,000,000 $ $ $
A	UMBRELLA LIAB X OCCUR X EXCESS LIAB CLAIMS-MADE DED X RETENTION $ 0			PSE0005373	1/1/2025	1/1/2026	EACH OCCURRENCE AGGREGATE	$ 4,000,000 $ 4,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y / N: N If yes, describe under DESCRIPTION OF OPERATIONS below	N / A		PSW0005911	1/1/2025	1/1/2026	X PER STATUTE — OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ 1,000,000 $ 1,000,000 $ 1,000,000
B	Prof Liab/Poll			107361845	1/1/2025	1/1/2026	Ea Claim /$200k Ded	5,000,000
B	Prof Liab/Poll			107361845	1/1/2025	1/1/2026	Aggregate	5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER	CANCELLATION
Evidence of Insurance	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE

ACORD 25 (2016/03)

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Attachment: Mithun Proposal (Awarding a Contract with Mithun Inc.)

Heartline / Portland, OR

Taxpayer Identification Number & Certification

Attachment: Mithun Proposal (Awarding a Contract with Mithun Inc.)

Taxpayer Identification Number & Certification

Form **W-9**
(Rev. October 2018)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

▶ **Go to *www.irs.gov/FormW9* for instructions and the latest information.**

Give Form to the requester. Do not send to the IRS.

Print or type. See **Specific Instructions** on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
MITHUN, INC.

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC ☒ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
1201 ALASKAN WAY STE 200

Requester's name and address (optional)

6 City, state, and ZIP code
SEATTLE WA 98101

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN,* later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number
			–			–				

or

Employer identification number
9	**1**	–	**1**	**0**	**9**	**3**	**8**	**2**	**1**

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here **Signature of U.S. person ▶** J.S.P **Date ▶** 08/20/2024

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9.*

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, *later.*

Attachment: Mithun Proposal (Awarding a Contract with Mithun Inc.)

Casa Adelante at 2060 Folsom / San Francisco, CA

Federal Requirements

APPENDIX E-1, CERTIFICATION OF RESTRICTIONS ON LOBBYING

I, Erin Christensen Ishizaki, Partner (name and title of grantee official) hereby certify on behalf of Mithun (name of grantee) that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

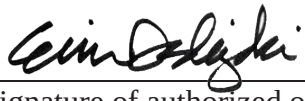
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance is placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

Executed this 14th day of February , 202_5_.

By:



(signature of authorized official)

Partner

(title of authorized official)

Attachment: Mithun Proposal (Awarding a Contract with Mithun Inc.)

Appendix E-2: Consultant Proposal DBE Commitment

Attachment: Mithun Proposal (Awarding a Contract with Mithun Inc.)

APPENDIX E-2, CONSULTANT PROPOSAL DBE COMMITMENT

Exhibit – 10-O1

1. Local Agency: City of Campbell 2. Contract DBE Goal: 17%

3. Project Description: Hamilton Avenue Public Improvement Plan

4. Project Location: Campbell, CA

5. Consultant's Name: Mithun, Inc. 6. Prime Certified DBE: ☐

7. Description of Work, Service, or Materials Supplied	8. DBE Certification Number	9. DBE Contact Information	10. DBE %
Public engagement services, including engagement strategy, community meeting and workshop planning and execution, survey development and implementation, and public hearing support.	50345	Atisha Varshney, atisha@forwardcitylabs.com, 401-808-0281	10.77%

Local Agency to Complete this Section

17. Local Agency Contract Number:

18. Federal-Aid Project Number:

19. Proposed Contract Execution Date:

20. Consultant's Ranking after Evaluation:

Local Agency certifies that all DBE certifications are valid and information on this form is complete and accurate.

21. Local Agency Representative's Signature

22. Date

23. Local Agency Representative's Name

24. Phone

25. Local Agency Representative's Title

11. TOTAL CLAIMED DBE PARTICIPATION 10.77 %

IMPORTANT: Identify all DBE firms being claimed for credit, regardless of tier. Written confirmation of each listed DBE is required.

12. Preparer's Signature

13. Date: 2/19/2025

14. Preparer's Name: Erin Christensen Ishizaki

15. Phone: 206-623-3344

16. Preparer's Title: Partner

DISTRIBUTION: Original – Included with consultant's proposal to local agency.

ADA Notice: For individuals with sensory disabilities, this document is available in alternate formats. For information call (916) 654-6410 or TDD (916) 654-3880 or write Records and Forms Management, 1120 N Street, MS-89, Sacramento, CA 95814.

Attachment: Mithun Proposal (Awarding a Contract with Mithun Inc.)

Appendix E-3: DBE Information – Good Faith Efforts Documentation

Attachment: Mithun Proposal (Awarding a Contract with Mithun Inc.)

APPENDIX E-3, DBE INFORMATION – GOOD FAITH EFFORTS DOCUMENTATION

Modified from Caltrans LAPM: Exhibit 15-H

Proposal Due Date: February 14, 2025

PE/CE Federal-aid Project No(s).: STPLNI-6084(232)

Bid Opening Date: December 20, 2024

The City of Campbell established a Disadvantaged Business Enterprise (DBE) goal of 17% for this contract. The information provided herein shows the required good faith efforts to meet or exceed the DBE contract goal.

Proposers or bidders submit the following information to document their good faith efforts within **seven (7) calendar days** from the proposal due date. Proposers and bidders are recommended to submit the following information even if the Appendix E-2: Consultant Proposal DBE Commitments indicate that the proposer or bidder has met the DBE goal. This form protects the proposer's or bidder's eligibility for award of the contract if the administering agency determines that the bidder failed to meet the goal for various reasons, e.g., a DBE firm was not certified at bid opening, or the bidder made a mathematical error.

The following items are listed in the Section entitled "Submission of DBE Commitment" of the Special Provisions,

A. The names and dates of each publication in which a request for DBE participation for this project was placed by the bidder (please attach copies of advertisements or proofs of publication):

Publications	Dates of Advertisement
Mithun did not publish public advertisements and instead performed direct outreach to our existing network as well as DBE firms listed in the CUCP database that fit our team and project needs.	

B. The names and dates of written notices sent to certified DBEs soliciting bids for this project and the dates and methods used for following up initial solicitations to determine with certainty whether the DBEs were interested (please attach copies of solicitations, telephone records, fax confirmations, etc.):

Names of DBEs Solicited	Date of Initial Solicitation	Follow Up Methods and Dates
Urban Planning Partners	1/7/25	Email Follow Up: 1/13/25
Keish Environmental	1/13/25	Email Follow Up: 1/14/25
Earthview Science	1/17/25	Email Follow Up: 1/17/25; 1/21/25
Winter Consulting	1/30/25	-
Forward City Labs	1/31/25	Zoom Call Follow up: 2/3/25; Email Follow Up: 2/4/25 Zoom Call Follow up: 2/5/25
Impact Sciences	1/31/25	-
Kingfisher Bio	1/3/251	Email Follow Up: 2/3/2025
Outside Voices	1/23/25	Email Follow Up: 1/24/25; 1/31/25 Zoom Call Follow Up: 1/28/25

C. The items of work made available to DBE firms including those unbundled contract work items into economically feasible units to facilitate DBE participation. It is the bidder's responsibility

Attachment: Mithun Proposal (Awarding a Contract with Mithun Inc.)

to demonstrate that sufficient work to facilitate DBE participation in order to meet or exceed the DBE contract goal.

Items of Work	Proposer or Bidder Normally Performs Item (Y/N)	Breakdown of Items	Amount ($)	Percentage Of Contract (0.00%)
Task 2: Community Engagement	N	Engagement strategy; stakeholder workshops and meetings, survey design and implementation	$43,100	10.77%
Task 6: CEQA/NEPA Analysis	N	CEQA/NEPA analysis and documentation; Initial Study (IS)/Environmental Assessment (EA), etc.	$40,600	10.10%

D. The names, addresses and phone numbers of rejected DBE firms, the reasons for the bidder's rejection of the DBEs, the firms selected for that work (please attach copies of quotes from the firms involved), and the price difference for each DBE if the selected firm is not a DBE:

Names, addresses and phone numbers of rejected DBEs and the reasons for the bidder's rejection of the DBEs:

Urban Planning Partners: 388 17th Street, Suite 230, Oakland, CA 94612 | 510-251-8210 | Unable to join team due to capacity constraints.
Keish Environmental: 2033 Gateway Pl, Ste 556, San Jose, CA 95110 | 408-359-7248 | Project area outside of firm's geographic focus area.
Earthview Science: 510-859-3016 | Unable to perform scope of work outlined in this project.
Winter Consulting: 206-290-1276 | Unable to join team due to capacity constraints.
Outside Voices: 407-493-1921 | Missing key experience related to project scope.
Impact Sciences: 811 W. 7th Street, Suite 200, Los Angeles, California 90017 | 213-935-1901 | Unresponsive.
Kingfisher Bio: 916-591-0893 | Unable to perform scope of work outlined in this project.

Names, addresses and phone numbers of firms selected for the work above:

Forward City Labs
333 West San Carlos Street, San Jose, CA 95110
(401) 808-0281

E. Efforts (e.g. in advertisements and solicitations) made to assist interested DBEs in obtaining information related to the plans, specifications and requirements for the work which was provided to DBEs:

When contacted, potential partners were provided with the RFP details and information regarding the tasks and scope of work being solicited. When discussing details of the proposal in detail over phone/zoom calls, potential partners were given proposal history and context, to the extent that Mithun has this information.

F. Efforts (e.g. in advertisements and solicitations) made to assist interested DBEs in obtaining bonding, lines of credit or insurance, necessary equipment, supplies, materials, or related assistance or services, excluding supplies and equipment the DBE subcontractor purchases or

Attachment: Mithun Proposal (Awarding a Contract with Mithun Inc.)

leases from the prime contractor or its affiliate:

Mithun has not provided, nor have potential partners requested, this support.

G. The names of agencies, organizations or groups contacted to provide assistance in contacting, recruiting and using DBE firms (please attach copies of requests to agencies and any responses received, i.e., lists, Internet page download, etc.):

Name of Agency/Organization	Method/Date of Contact	Results
California Unified Certification Program: DBE database accessed 1/29/2025 and 1/30/2025		

H. Any additional data to support a demonstration of good faith efforts:

In addition to the list of certified DBE firms listed above, Mithun has contacted and discussed the proposed work with several other firms that did not end up meeting the DBE requirements of this contract, including those that are micro-business certified, woman-owned-business certified, certified in other jurisdictions, etc.

Attachment: Mithun Proposal (Awarding a Contract with Mithun Inc.)

Appendix E-4: Consultant Contract DBE Commitment

Attachment: Mithun Proposal (Awarding a Contract with Mithun Inc.)

APPENDIX E-4, CONSULTANT CONTRACT DBE COMMITMENT

Reference Form: 10-O2

1. Local Agency: City of Campbell
2. Contract DBE Goal: 17%
3. Project Description: Hamilton Avenue Public Improvement Plan
4. Project Location: Campbell, CA
5. Consultant's Name: Mithun, Inc.
6. Prime Certified DBE: ☐
7. Total Contract Award Amount: $149,410
8. Total Dollar Amount for **ALL** Subconsultants: $400,182
9. Total Number of **ALL** Subconsultants: 4

10. Description of Work, Service, or Materials Supplied	11. DBE Certification Number	12. DBE Contact Information	13. DBE Dollar Amount
Public engagement services, including engagement strategy, community meeting and workshop planning and execution, survey development and implementation, and public hearing support.	50345	Atisha Varshney, atisha@forwardcitylabs.com, 401-808-0281	$43,100

Local Agency to Complete this Section

20. Local Agency Contract Number:

21. Federal-Aid Project Number:

22. Contract Execution Date:

14. TOTAL CLAIMED DBE PARTICIPATION

$ 43,100

10.77 %

Local Agency certifies that all DBE certifications are valid and information on this form is complete and accurate.

IMPORTANT: Identify all DBE firms being claimed for credit, regardless of tier. Written confirmation of each listed DBE is required.

23. Local Agency Representative's Signature	24. Date	15. Preparer's Signature	16. Date: 2/19/2025
25. Local Agency Representative's Name	26. Phone	17. Preparer's Name: Erin Christensen Ishizaki	18. Phone: 206-623-3344
27. Local Agency Representative's Title		19. Preparer's Title: Partner	

DISTRIBUTION: 1. Original – Local Agency
2. Copy – Caltrans District Local Assistance Engineer (DLAE). Failure to submit to DLAE within 30 days of contract execution may result in de-obligation of federal funds on contract.

ADA Notice: For individuals with sensory disabilities, this document is available in alternate formats. For information call (916) 654-6410 or TDD (916) 654-3880 or write Records and Forms Management, 1120 N Street, MS-89, Sacramento, CA 95814.

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mithun.com——

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City of Campbell
Request for Budget Adjustments

Department/Program	Division	Date	Request No.
Community Developoment	552 - Policy Development	March 18, 2025	BA-18

Budget to be Reduced

Fund/Program	Account Number	Description	Amount
101.552	7430	Professional Services - Contigency Reduction	$ 50,000.00

Budget to be Increased

Fund/Program	Account Number	Description	Amount
EXPENDITURES			
101.552	7430	Professional Services - Contract Award for Hamilton Ave Public Improvement Plan	$ 400,000.00
REVENUE			
101.552	4523	Other Grants - Priority Development Area (PDA) Grant from MTC	400,000.00

REASON FOR REQUEST - BE SPECIFIC:

Appropriate $400,000 towards 101.552.7430 (Policy Development - Professional Services) for the contract award, which is funded fully by the Priority Development Area (PDA) Grant from MTC. Furthermore, reduce the necessary contingency by $50,000 (from $100,000 in the the FY2025 Adopted Operating Budget to $50,000).

Will Fuentes	Rob Eastwood	Brian Loventhal
Finance Director	Community Developoment Director	City Manager

Attachment: Budget Adjustment (Awarding a Contract with Mithun Inc.)

CITY OF CAMPBELL

CONSULTANT SERVICES AGREEMENT

This Agreement is entered into at Campbell, California on the ____ day of _____, 202__, by and between the **CITY OF CAMPBELL** (hereinafter referred to as "City") and _____ (hereinafter referred to as "Consultant"). Each is referred to individually as a "Party" and collectively, as the "Parties."

WHEREAS, City desires to obtain Consultant's services for the purpose of preparing a Hamilton Avenue Public Improvement Plan that achieves the following key objectives: 1) identify preferred transportation improvements to occur in the Hamilton Avenue Public Improvement study area as well as in its immediate vicinity with a focus on providing for better east-west connectivity across SR 17 for bicycles and pedestrians, including potential development of a new bridge and improved streetscape standards; 2) identify preferred gateway and architectural design features to occur at major roadway intersections within Public Improvement Plan boundary as well as in its immediate vicinity; 3) identify options to amend the Public Improvement Plan boundary to account for preferred transportation improvement and gateway and architectural design features; 4) analyze and consider policy changes consistent with MTC's Transit-Oriented Communities Policies within the study area; 5) partially design preferred transportation improvements and gateway features at a sufficient level of detail to produce accurate cost estimates; and 6) evaluate the environmental impacts of the project.; and

WHEREAS, Consultant represents that it has the expertise, means, and ability to perform said services and achieve City objectives;

NOW, THEREFORE, in consideration of each other's mutual promises, Consultant and City agree as follows:

1. DUTIES OF CONSULTANT

1.1 Consultant agrees to perform services as set forth in Exhibit A - Scope of Services and Fees and comply with all provisions and commitments as set forth in: (1) Exhibit B – Provisions for Federally Funded Projects; (2) Exhibit C – Consultant Contract DBE Commitment and (3) Exhibit D – Schedule. All of the Exhibits are attached hereto and incorporated herein by reference, and which shall be interpreted together and in harmony with this Agreement. With the exception of the provisions and commitments for Federally Funded Projects as set forth in Exhibit B, which shall always take precedence, in the event of any conflict between the Exhibits and this Agreement, this Agreement shall govern, control, and take precedence.

1.2 Consultant's project manager will meet with the City's project coordinator prior to commencement of the project to establish a clear understanding of the working relationships, authorities, and management philosophy of City as it relates to this Agreement.

Attachment: Standard Consultant Services Agreement (Awarding a Contract with Mithun Inc.)

1.3 Consultant, working with the City, will gather available existing information concerning the project, and shall review documents as necessary for compliance with the project's objectives.

1.4 In performance of this Agreement by Consultant, time will be of the essence.

1.5 Notwithstanding Section 1.4, Consultant shall not be responsible for delay caused by activities or factors beyond Consultant's reasonable control, including delays or by reason of strikes, work slow-downs or stoppages, or acts of God.

1.6 Consultant agrees to perform this Agreement in accordance with the highest degree of skill and expertise exercised by members of Consultant's profession working on similar projects under similar circumstances.

1.7 Consultant shall cooperate in good faith with City in all aspects of the performance of this Agreement.

1.8 In the course of the performance of this Agreement, Consultant shall act in the City's best interest as it relates to the project.

1.9 All activities of Consultant, its employees, subcontractors and/or agents will be carried out in compliance with all applicable federal, state, and local laws and regulations.

1.10 The designated project manager for Consultant shall be _____. The Consultant's project manager shall have all the necessary authority to direct technical and professional work within the scope of the Agreement and shall serve as the principal point of contact with the City and the City's project coordinator. The authorized principal of Consultant executing this Agreement for the Consultant shall have authority to make decisions regarding changes in services, termination and other matters related to the performance of this agreement on behalf of Consultant.

1.11 The Consultant (and its employees, agents, representatives, and subconsultants), in the performance of this Agreement, shall act in an independent capacity and not as officers or officials or employees or agents of the City. The City shall not direct the work and means for accomplishment of the services and work to be performed hereunder. The City, however, retains the right to require that work performed by Consultant meet specific standards consistent with the requirements of this Agreement without regard to the manner and means of accomplishment thereof. Subconsultants shall assume all of the rights, obligations and liabilities, applicable to it as an independent contractor hereunder. Consultant represents and warrants that it (i) is fully experienced and properly qualified to perform the class of work and services provided for herein, (ii) has the financial capability and shall finance its own operations required for the performance of the work and services and (iii) is properly equipped and organized to perform the work and services in a competent, timely and proper manner in accordance with the requirements of this Agreement. Consultant agrees to comply with AB5, codified at Labor Code section 2750.3, and shall indemnify, defend and hold harmless the City, its officers, officials, directors, agents

Attachment: Standard Consultant Services Agreement (Awarding a Contract with Mithun Inc.)

representatives, volunteers, and employees against any claim or liability, including attorneys' fees and costs, arising in any manner related to this Agreement that an employee, agent or others under Consultant's supervision or control was misclassified. In the event that Consultant or any employee, agent, or subconsultant of Consultant providing services under this Agreement is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subconsultants, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

1.12 This Agreement contains provisions that permit mutually acceptable changes in the scope, character or complexity of the work if such changes become desirable or necessary as the work progresses. Adjustments to the basis of payment and to the time for performance of the work, if any, shall be established by a written contract amendment (approved and executed by the City) to accommodate the changes in work.

2. DUTIES OF CITY

2.1 City shall furnish to Consultant all available and pertinent data and information requested by Consultant to facilitate the preparation of the documents called for in this Agreement. Consultant shall be entitled to reasonably rely on accuracy and completeness of such information, provided that Consultant shall make any additional investigation reasonably necessary to confirm such information and provide City prompt written notice of any known or discovered defects in such data and information.

2.2 City shall provide contract administration services. City shall notify Consultant of required administrative procedures and shall name representatives, if any, authorized to act in its behalf.

2.3 City shall review documents submitted by Consultant and shall render decisions pertaining thereto as promptly as reasonably possible.

3. COMPENSATION

3.1 For the full performance of the services described herein by Consultant, City agrees to compensate Consultant for all services and direct costs associated with the performance of the project in an amount not to exceed $400,000, as follows:

a. Once each month, Consultant shall submit for payment by City, an itemized invoice for progress performed during the previous billing period. Payment for work performed under task orders will be a fixed-fee and subject to the maximum funding approved or authorized by the City. Task order fees and progress payments shall be in accordance with the fee schedule found in Exhibit A of this Agreement. City shall pay Consultant for services rendered and approved by the City within 30 days from the date the itemized invoice is received by the City, subject to the maximum not to exceed amount specified above and the City's right to object.

Attachment: Standard Consultant Services Agreement (Awarding a Contract with Mithun Inc.)

3.2 If Consultant incurs other costs which are not specifically covered by the terms of this Agreement, but which are necessary for performance of Consultant's duties, City may approve payment for said costs if authorized in writing by the City in advance. The City shall not be responsible for any travel, meal, or lodging reimbursements to Consultant and/or Consultant's employees.

3.3 City may order changes in the scope or character of services in writing, including decreasing the amount of Consultant's services. In the event that the work is decreased, Consultant is entitled to full compensation for all services performed and expenses incurred prior to receipt of notice of change. Under no conditions shall Consultant make any changes to the work, either as additions or deductions, without the prior written order of the City. In the event, that the City determines that a change to the work or services from that specified in this Agreement is required, the contract time and/or actual costs reimbursable by the City for the project may be adjusted by contract amendment or change order to accommodate the changed work. The maximum not to exceed total amount specified in this Article 3.1 (Compensation) shall not be exceeded, unless authorized by written contract amendment or change order, approved and executed by the City. Consultant shall obtain prior written approval for a revised fee schedule from the City before exceeding such fee schedule. Only City's authorized representative(s) is authorized to approve changes to this Agreement on behalf of City.

3.4 In no event, will the Consultant be reimbursed for any costs or expenses at any rates that exceed the rates for set forth in the fee schedule found in Exhibit A.

3.5 Consultant agrees that the payments to Consultant specified in this Article 3 (Compensation) will constitute full and complete compensation for all obligations assumed by Consultant under this Agreement. Where conflicts regarding compensation may occur, the provisions of this section apply.

4. SUBCONSULTANTS

4.1 Consultant may not subcontract any services required under this Agreement without the prior written consent of the City.

4.2 Consultant shall be responsible to City for the performance of any and all subconsultants who perform work under this contract, and any acts of negligence or misconduct on their part. Consultant is solely responsible for all payments due to subconsultants.

4.3 Consultant shall require and verify that all subcontractors maintain insurance meeting all of the requirements stated herein, including naming the City of Campbell, its officers, officials, directors, agents representatives, volunteers, and employees as additional insureds. Any modification to the insurance requirements for subcontractors must be agreed to by the City in writing.

4.4 If at any time, the City determines any subcontractor is incompetent or unqualified,

Attachment: Standard Consultant Services Agreement (Awarding a Contract with Mithun Inc.)

Consultant will be notified and will be expected to immediately cancel the subcontract.

5. OWNERSHIP OF DOCUMENTS AND MATERIALS

All original drawings, documents, papers, data, materials, photographs, negatives and other work products prepared by the Consultant and/or its subconsultants in the performance of the services encompassed in this Agreement (whether in printed or electronic format) ("project-related documents and materials") shall be the property of the City and may be used on this project without the consent of the Consultant or its subcontractors. City acknowledges that such drawings, documents, and other items are instruments of professional services intended for use only on the subject project. Consultant agrees that all copyrights which arise from creation of the Project-related documents and materials pursuant to this Agreement shall be vested in the City and waives and relinquishes all claims to copyright or other intellectual property rights in favor of the City. Any project-related documents and materials related to this Agreement shall be confidential, not to be used by the Consultant on other projects or disclosed to any third party, except by agreement in writing by the City, or except as otherwise provided herein. Upon the completion or termination of this Agreement for any reason, the City shall be entitled to receive, and Consultant shall promptly provide to the City upon request, all finished and unfinished project-related documents and materials, produced or gathered by or on behalf of Consultant that are in Consultant's possession, custody or control. Consultant may retain copies of said documents and materials for its files. In the event of termination, any dispute regarding compensation or damages shall not hinder, prevent, or otherwise impact the City's right to promptly receive and use such documents and materials which are the sole and exclusive property of the City. Notwithstanding any other provision of this Agreement to the contrary, Consultant shall retain the rights in any pre-existing standard drawing details, designs, specifications, databases, computer software, proprietary information, documents, templates, and any other property owned by Consultant on the date of this Agreement or developed outside of this Agreement.

6. TERMINATION

6.1 Notwithstanding any other provision of this Agreement, City may terminate this Agreement at any time, with or without cause, in its sole discretion, by giving notice in writing to Consultant not less than 30 calendar days prior to an effective termination date. In the event of such termination, Consultant shall have the right and obligation to immediately assemble the work then in progress for the purpose of completing the work and turning over all materials and documents to City.

6.2 In the event of such termination, Consultant shall be compensated for all work and services performed to the point of termination in accordance with the payment provisions set forth in Section 3.1, unless the termination is for cause, in which event Consultant need be compensated only to the extent required by law.

6.3 Upon notice of termination by City, the Consultant will immediately act to not incur any additional obligations, costs or expenses, except as may be reasonably necessary to terminate

Attachment: Standard Consultant Services Agreement (Awarding a Contract with Mithun Inc.)

its activities. All finished or unfinished work or documents procured or produced under the Agreement will become property of the City upon the termination date. In the event of Consultant's failure to perform pursuant to the Agreement, the City reserves the right to obtain services elsewhere and Consultant will be liable for the difference between the prices set forth in the terminated Agreement and the actual cost to the City. Termination of the Agreement pursuant to this paragraph shall not relieve the Consultant of any liability to City for additional costs, expenses, or damages sustained by City due to failure of the Consultant to perform pursuant to the Agreement. City may withhold any payments to Consultant for the purpose of set off until such time as the exact amount of damages due City from Consultant is determined. After the effective date of termination, Consultant will have no further claims against the City under the Agreement. No other compensation will be payable for anticipated profit on unperformed services.

7. AUDIT AND INSPECTION

Consultant shall permit authorized representatives of City to inspect and audit all data and records relating to its performance under this Agreement for a period of three years following acceptance of the final study, or the date of termination of this Agreement, whichever is later. If Consultant engages a subconsultant to perform work related to this Agreement with a cost of $10,000 or more over a 12-month period, such subcontract shall contain these same requirements. This provision shall survive the termination of this Agreement.

8. EQUAL EMPLOYMENT OPPORTUNITY

Consultant agrees to refrain from discriminatory employment practices on the basis of race, religious creed, color, sex, national origin, handicap, sexual orientation, marital status, medical condition, disability, ancestry, organizational affiliation, military or veteran status, or any other consideration made unlawful by local, State or Federal law, of any employee of, or applicant for employment with, such Consultant or subcontractor. City requires Consultant to comply with all applicable Federal and State and local equal employment opportunity laws and regulations.

9. INSURANCE AND INDEMNIFICATION

9.1 The Consultant agrees to defend, indemnify, and hold harmless the City, its officers, employees, agents, and volunteers (together "Indemnitees"), to the fullest extent allowed by law, from any and all claims, actions, causes of action, damages, injuries, judgments, liabilities, losses or other expense, including attorney's fees and costs ("Losses"), that arise out of, pertain to, result from, or relate to the negligence, recklessness, or willful misconduct of the Consultant, Consultant's officers, employees, agents, or subconsultants, in any way related to this Agreement. Consultant's duty to indemnify and hold harmless Indemnities shall not apply to the extent that the Losses are caused by the sole negligence or active misconduct of City.

Consultant's obligation to defend shall arise regardless of any claim or assertion that Indemnitees caused or contributed to the Losses. City shall not be liable for acts of Consultant in performing services described herein.

Attachment: Standard Consultant Services Agreement (Awarding a Contract with Mithun Inc.)

In the event this Agreement involves the performance of design professional services by Consultant, Consultant's officers, employees, agents, or subcontractors, Consultant's costs to defend Indemnitees shall not exceed the Consultant's proportionate percentage of fault per Civil Code §2782.8 and the other provisions of Civil Code §2782.8 shall apply.

The defense and indemnity provisions obligations of this Agreement are undertaken in addition to, and shall not in any way be limited by the insurance obligations contained in this Agreement. The foregoing indemnity provisions are intended to fully allocate the parties' risk of liability to third-parties; and there shall be no rights to indemnity or contribution, in law or equity or otherwise between the parties that are not set forth in this section. Consultant waives all rights to subrogation for any matters covered by the provisions of this section. Consultant's responsibility for such defense and indemnity obligations as set forth in this section shall survive the termination or completion of this Agreement for the full period of time allowed by law.

To the extent that this indemnity provision conflicts with the indemnity provisions in any of the Exhibits, the most expansive indemnity provision is to apply.

9.2 Prior to the beginning of and throughout the duration of this Agreement, Consultant shall maintain insurance conforming to the following specifications to the fullest amount allowed by law, and such insurance shall be maintained for a minimum of three (3) years following the termination or completion of this Agreement:

A. **Types of Coverage**

The policies shall afford the following types of coverage:

1. Commercial General Liability;

2. Automotive;

3. Workers' Compensation and Employer Liability; and

4. Professional Liability and/or Errors and Omissions

B. **Minimum Scope of Insurance**

Coverage shall be at least as broad as:

1. For Commercial General Liability: Insurance Services Office (ISO) CGL Form 00 01 11 85; and

2. For Automotive Liability: ISO CA 00 01 06 92 including symbol 1 (any auto); and

3. For Workers' Compensation: insurance as required by the Labor Code of the State of California and Employer's Liability insurance; and

Attachment: Standard Consultant Services Agreement (Awarding a Contract with Mithun Inc.)

4. For Professional Liability and/or Errors and Omissions: insurance covering negligence committed by or on behalf of Consultant in rendering services to City.

C. **Minimum Limits of Insurance**

Consultant shall maintain limits no less than:

1. General Liability: $1,000,000 combined single limit per occurrence for bodily, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.

2. Automobile Liability: $1,000,000 combined single limit per accident for bodily injury and property damage.

3. Workers' Compensation and Employer's Liability: Workers' Compensation limits as required by the Labor Code of the State of California and Employer's Liability limits of $1,000,000 per accident. The Worker's Compensation policy must be endorsed with a waiver of subrogation in favor of the City for all work performed by the Consultant and its employees.

4. Professional Liability and/or Errors and Omissions: $1,000,000 per claim and $2,000,000 in the annual aggregate.

The limits of insurance required in this Agreement may be satisfied by a combination of primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of City (as agreed to in this Agreement) before the City's own insurance or self-insurance shall be called upon to protect it as a named insured. Each insurance policy required above shall state that the coverage shall not be canceled, except with notice to the City.

D. **Deductible and Self-Insured Retention**

Any deductibles or self-insured retention must be declared to and approved by the City, and shall not reduce the limits of liability. At the option of the City, either: the insurer shall reduce or eliminate such deductibles or self-insured retention as respects the City, its agents, officers, attorneys, employees, officials and volunteers; or the Consultant shall procure a bond guaranteeing payment of losses related to investigations, claim administration, and defense expenses. Policies containing any self-insured retention provision shall provide or be endorsed to provide that the self-insured retention may be satisfied by either the named insured or the City.

Attachment: Standard Consultant Services Agreement (Awarding a Contract with Mithun Inc.)

E. **Other Insurance Provisions**

The policies are to contain, or be endorsed to contain, the following provisions:

1. General Liability and Automobile Liability Coverage:

a. The City, its agents, officers, attorneys, employees, officials and volunteers are to be covered as additional insureds as respects: liability arising out of this Agreement performed by or on behalf of the Consultant, products and completed operations of the Consultant, premises owned, occupied or used by the Consultant, or automobiles owned, leased, hired or borrowed by the Consultant. It is a requirement of this Agreement that any available insurance proceeds broader than or in excess of the specified minimum insurance coverage requirements and/or limits set forth in this Agreement shall be available to the City as an additional insured. Furthermore, the requirements for coverage and limits shall be (1) the minimum coverage limits specified in this Agreement, or (2) the broader coverage and maximum limits of coverage of any insurance policy or proceeds available to the named insured, whichever is affords greater coverage.

b. The Consultant's insurance coverage shall be primary insurance as respects the City, its agents, officers, attorneys, employees, officials and volunteers. Any insurance or self-insurance maintained by the City, its agents, officers, attorneys, employees, officials and volunteers shall be excess of the Consultant's insurance and shall not contribute with it.

c. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the City, its agents, officers, attorneys, employees, officials, and volunteers.

d. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought except with respect to the limits of the insurer's liability.

2. Workers' Compensation and Employer's Liability Coverage: The insurer shall agree to waive all rights of subrogation against the City, its agents, officers, attorneys, employees, officials, and volunteers for losses arising from work performed by the Consultant for the City.

3. All Coverages: Any unintentional failure to comply with reporting provisions of the policies shall not affect coverage provided to the City; and unless otherwise approved by the City, each insurance policy required by this clause shall be endorsed to state that coverage shall not be canceled by either party, except after thirty (30) days prior written notice by regular mail has been given to the City, or ten (10) days for cancellation for non-payment of premium.

Attachment: Standard Consultant Services Agreement (Awarding a Contract with Mithun Inc.)

4. Claims Made Policies

a. If any of the required policies provide coverage on a claims-made basis:

i. The Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work.

ii. Insurance must be maintained, and evidence of insurance must be provided, for at least five (5) years after completion of the contract of work.

iii. If coverage is canceled or non-renewed, and not *replaced with another claims-made policy form with a Retroactive Dat*e prior to the contract effective date, the Consultant must purchase "extended reporting" coverage for a minimum of *five (5)* years after completion of contract work.

F. **Suspension or Cancellation**

If any of the coverages required by this Agreement should be suspended, voided, cancelled or reduced in coverage during the term of this Agreement, Consultant shall immediately notify City and replace such coverage with another policy meeting the requirements of this Agreement.

G. **Subcontractors/subconsultants**

Consultant agrees that any and all contracts with subcontractors/subconsultants for performance of any matter under this Agreement shall require the subcontractors to comply with the same indemnity and insurance requirements set forth in this Agreement to the extent that they apply to the scope of the subcontractors' work. Subcontractors are to be bound to contractor and to City in the same manner and to the same extent as the Consultant is bound to City under this Agreement. Subcontractors shall further agree to include these same provisions with any sub-subcontractor. A copy of this Agreement will be furnished to the subcontractor on request. The Consultant shall require all subcontractors to provide a valid certificate of insurance and the required endorsements included in the Agreement prior to commencing any work, and will provide proof of compliance to the City.

H. **Acceptability of Insurers**

Without limiting Consultant's indemnification provided hereunder, the policies of insurance listed in Article 9.2 of this Agreement are to be issued by an issuer with a current A.M. Best Rating of A:V and who is authorized to transact business in the State of California, unless otherwise approved by the City.

Attachment: Standard Consultant Services Agreement (Awarding a Contract with Mithun Inc.)

I. **Verification of Coverage**

Consultant shall furnish the City with endorsements and certificates of insurance evidencing coverage required by this clause. Certificate will show the current policy number(s) and effective dates. The Certificate Holder will be the City of Campbell, 70 N. First Street, Campbell, CA 95008. The certificates for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The certificates are to be on forms acceptable to the City. Where required by statue, forms approved by the Insurance Commissioner are to be submitted. All certificates are to be received and approved by the City before work commences.

J. **Special Risks/Circumstances**

City reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances and provide notice to Consultant.

10. **MISCELLANEOUS**

10.1 This Agreement shall be binding on the heirs, executors, assigns and successors of Consultant.

10.2 Neither party may assign this Agreement, or any portion hereof, without the prior written consent of the other.

10.3 This Agreement shall not be construed to alter, affect, or waive any lien or stop notice rights, which Consultant may have for the performance of services pursuant to this Agreement.

10.4 Neither party's waiver of any term, condition or covenant, or breach of any term, condition or covenant shall be construed as the waiver of any other term, condition or covenant or waiver of the breach of any other term, condition or covenant.

10.5 This Agreement contains the entire Agreement between City and Consultant relating to the project and the provision of services to the project. Any prior agreements, promises, negotiations, or representations not expressly set forth in this Agreement are of no force or effect. Subsequent modifications to this Agreement shall be in writing and signed by both City and Consultant.

10.6 If any term, condition or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions of this Agreement shall be valid and binding on City and Consultant.

10.7 This Agreement shall be governed and construed in accordance with the laws of the State of California.

Attachment: Standard Consultant Services Agreement (Awarding a Contract with Mithun Inc.)

10.8 All changes or amendments to this Agreement must be in writing and approved by all parties.

10.9 The initial contract term shall commence upon execution of the contract by the City and shall be for a ____ year period, terminating on _____, 20___, unless terminated sooner in accordance with the contract.

10.10 Consultant owes the City a duty of undivided loyalty in performing the work and services under this Agreement, including, but not limited to, the obligation to refrain from having economic interests and/or participating in activities that conflict with the City's interests in respect to the work and/or services and project. The Consultant shall list current clients who may have a financial interest in the outcome of this Agreement. The Consultant hereby certifies that it does not now have, nor shall it acquire any financial or business interest that would conflict with the performance of services under this agreement. Consultant shall not make or participate in making or in any way attempt to use Consultant's position to influence a governmental decision in which Consultant knows or has reason to know Consultant has a direct or indirect financial interest other than the compensation promised by this Agreement. Consultant will immediately advise the City if Consultant learns of a financial interest of Consultant's during the term of this Agreement.

10.11 City is a public agency subject to the disclosure requirements of the California Public Records Act ("CPRA"). If Consultant's proprietary information is contained in documents or information submitted to City, and Consultant claims that such information falls within one or more CPRA exemptions, Consultant must clearly mark such information "Confidential and Proprietary," and identify the specific lines containing the information. In the event of a request for such information, City will make best efforts to provide notice to Consultant prior to such disclosure. If Consultant contends that any documents are exempt from the CPRA and wishes to prevent disclosure, it is required to obtain a protective order, injunctive relief or other appropriate remedy from a court of law in Santa Clara County before the City is required to respond to the CPRA request. If Consultant fails to obtain such remedy within the time the City is required to respond to the CPRA request, City may disclose the requested information without any liability to Consultant. Consultant further agrees that it shall defend, indemnify and hold City harmless against any claim, action or litigation (including but not limited to all judgments, costs, and attorney's fees) that may result from denial by City of a CPRA request for information arising from any representation, or any action (or inaction), by the Consultant.

10.12 Neither party hereto shall be considered in default in the performance of its obligation hereunder to the extent that the performance of any such obligation is prevented or delayed by an act of God, natural disaster, pandemic, acts of terrorism, war, or other peril, which is beyond the reasonable control of the affected party and without the negligence of the respective Parties. Each party hereto shall give notice promptly to the other of the nature and extent of any Force Majeure claimed to delay, hinder or prevent performance of the services under this Agreement. Each Party will, however, make all reasonable efforts to remove or eliminate such a cause of delay or default and will, upon the cessation of the cause, diligently pursue performance of its obligations in this Agreement. In the event either party is prevented or delayed in the performance of its respective obligation by reason of such Force Majeure, there may be an equitable adjustment of the schedule

Attachment: Standard Consultant Services Agreement (Awarding a Contract with Mithun Inc.)

and Consultant compensation based on City's sole discretion.

10.13 Except as City may specify in writing, Consultant shall have no authority, express or implied, to act on behalf of City in any capacity whatsoever as an agent. Consultant shall have no authority, express or implied, pursuant to this Agreement to bind City to any obligation whatsoever.

10.14 Consultant warrants that Consultant, its subcontractors and/or agents (if any) has/have complied with any and all federal, state, and local licensing requirements

10.15 Each party acknowledges that it has reviewed this Agreement and that the normal rule of construction to the effect that any ambiguities are to be resolved against the drafting party shall not be employed in the interpretation of this Agreement.

10.16 The signatories to this Agreement warrant and represent that each is authorized to execute this Agreement and that their respective signatures serve to legally obligate their respective representatives, agents, successors and assigns to comply with the provisions of this Agreement.

10.17 This Agreement is entered into, and to be performed in Santa Clara County, California, and any action arising out of or related to this Agreement shall be maintained in a court of appropriate jurisdiction in Santa Clara County, California.

10.18 This Agreement may be executed in counterparts which shall, in the aggregate, be deemed an original but all of which, together, shall constitute one and the same instrument. A scanned, electronic, facsimile or other copy of a party's signature shall be accepted and valid as an original.

11. NOTICES

Notices required under this Agreement may be delivered by first class mail, and concurrently via email, addressed to the appropriate party at one of the following addresses:

CITY: City of Campbell
Attention:
70 North First Street
Campbell, CA 95008
Email:

CONSULTANT:
Attention:
Email:

Attachment: Standard Consultant Services Agreement (Awarding a Contract with Mithun Inc.)

Notice are deemed delivered on the second business day after the deposit thereof with the US Postal Service.

[SIGNATURES ON FOLLOWING PAGE]

Attachment: Standard Consultant Services Agreement (Awarding a Contract with Mithun Inc.)

Having read and understood the foregoing Agreement, the undersigned parties agree to be bound hereby:

CONSULTANT

By_____ By_____

Title_____ Title_____

CITY OF CAMPBELL

By_____

Title_____

Approved as to Form

_____
City Attorney

Exhibit A – Scope of Services and Fees
Exhibit B – Provisions for Federally Funded Projects
Exhibit C – Consultant Contract DBE Commitment
Exhibit D – Schedule

Attachment: Standard Consultant Services Agreement (Awarding a Contract with Mithun Inc.)

City Council Report

Item: 8
Category: CONSENT CALENDAR
Meeting Date: March 18, 2025

TITLE: **Commending Todd Capurso for Close to Twelve Years of Service with the City of Campbell Upon His Retirement (Resolution/Roll Call Vote)**

RECOMMENDED ACTION

That the City Council adopt a resolution commending Todd Capurso for close to twelve years of outstanding service to the City of Campbell.

DISCUSSION

In June 2013, Todd Capurso joined the City of Campbell as the Public Works Director. As Director of a department of over 50 employees, Todd has been instrumental in effectively managing and guiding the Department towards achieving established goals. Under Todd's strong leadership in building high performance teams focused on collaboration, the Department continues to deliver excellent service to the Campbell community.

Todd has made an impact in local government public service for over 38 years including 22 years in the City of San Jose as Deputy Director of Public Works, 5 years as Director of Parks and Public Works in the Town of Los Gatos and close to 12 years in the City of Campbell as Director of Public Works. He was introduced to public service in 1986 when he began working for the City of San Jose. His long and successful career in public service began in the San Jose Library Department as a computer operator. Over the course of 38 years, from hard work, commitment and dedication, he challenged himself by taking different roles, each building upon his prior experiences and ending with his role as the City of Campbell's Public Works Director.

In Campbell, Todd built a supportive culture in which each member of staff in the Department is valued. He treated all staff with respect, brought out the best in everyone who worked with him, and was always accessible to staff. He emphasized the importance of coordination across the organization, internal and external. He required management staff to maintain a safe and productive working environment for all staff.

In that regard, Todd upheld the City of Campbell's Mission Statement to maintain a safe and pleasant environment, and provide the efficient delivery of public services in a professional and timely manner. Furthermore, Todd successfully managed to deliver on Council priorities. Some highlights of each of the priorities are:

- Long Term Land Use Planning and Housing – represented Campbell in long range regional transportation planning efforts as a regular member of the Valley Transportation Authority (VTA) Technical Advisory Committee, involved in engaging the community in establishing a plan to create land use and transportation standards for the Campbell Village Neighborhood Plan, and guided the development of the Citywide Parks and Recreation Facilities Master Plan.

- Measure O – managed the conceptual design and implementation of the Police Operations Building and renovation of the Campbell Library.

- Financial Stability – spearheaded the comprehensive Inventory and Condition Assessment of all City Facilities and supported staff in seeking and managing grant funds for projects that would benefit the community.

- Sustainability – implemented water conservation strategies including turf conversion projects and irrigation controller upgrades for the Community Center and sports fields, provided support to the Solid Waste Management Authority with the new solid waste hauler agreement and associated requirements, provided support to the West Valley Clean Water Authority when implementing the regional stormwater permit, spearheaded the Energy Services Companies (ESCO) contract to improve and identify energy conservation and decrease operations and maintenance costs of City infrastructure.

- Community Health and Safety - spearheaded the effort to create the City's first Traffic Calming Program which was adopted by the City Council in 2016 to establish policies and procedures for residential neighborhoods when requesting for traffic calming measures.

Todd's professional contributions to the well-being of public facilities in Campbell, San Jose, and Los Gatos are legacies to be enjoyed by future generations. As an advocate for well-maintained parks and trails, he has been a huge supporter of the City's annual Arbor Day, Keep America Beautiful as well coordinating volunteer park clean-up projects with the City of San Jose.

In his work for the City of Campbell, Todd has demonstrated a high regard for the service and commitment to improving the City organization and the community of Campbell. Under Todd's leadership, he has left the Public Works Department in a position to better address future challenges.

Todd Capurso retired from the City of Campbell effective March 8, 2025. It is now appropriate for the City to recognize Todd for his twelve years of dedicated, professional, and valuable service to the Campbell community and for the City Council to adopt a resolution commending Todd for his service to the City.

Prepared by:

Amy Olay, Interim Public Works Director

Approved by:

Angelique Gaeta, Assistant City Manager

Attachment:

a. Resolution

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAMPBELL COMMENDING TODD CAPURSO FOR CLOSE TO TWELVE YEARS OF SERVICE WITH THE CITY OF CAMPBELL UPON HIS RETIREMENT

WHEREAS, In June 2013, Todd Capurso joined the City of Campbell as the Public Works Director; and

WHEREAS, Todd has made an impact in local government public service for 38 years including 22 years in the City of San Jose as Deputy Director of Public Works, 5 years as Director of Parks and Public Works in the Town of Los Gatos, and close to 12 years in the City of Campbell as Director of Public Works; and

WHEREAS, In Campbell, Todd built a supportive culture in which each member of staff in the Department is valued and treated with respect; bringing out the best in everyone who worked with him; and

WHEREAS, Todd emphasized the importance of coordination across the organization, internal and external; and

WHEREAS, Todd upheld the City of Campbell's Mission Statement to maintain a safe and pleasant environment, and provide the efficient delivery of public services in a professional and timely manner; and

WHEREAS, Todd successfully managed to deliver on Council Priorities; and

WHEREAS, under the Long Term Land Use Planning and Housing Priority, Todd represented Campbell in long range regional transportation planning efforts as a regular member of the Valley Transportation Authority (VTA) Technical Advisory Committee, involved in engaging the community in establishing a plan to create land use and transportation standards for the Campbell Village Neighborhood Plan, and guided the development of the Citywide Parks and Recreation Facilities Master Plan; and

WHEREAS, under the Measure O Priority, Todd managed the conceptual design and implementation of the Police Operations Building and renovation Campbell Library; and

WHEREAS, under the Financial Stability Priority, Todd spearheaded the comprehensive Inventory and Condition Assessment of all City Facilities and supported staff in seeking and managing grant funds for projects that would benefit the community; and

WHEREAS, under the Sustainability Priority, Todd implemented water conservation strategies including turf conversion projects and irrigation controller upgrades for the Community Center and sports fields, provided support to the Solid Waste Management Authority with the new solid waste hauler agreement and associated requirements, provided support to the West Valley Clean Water Authority when implementing the regional stormwater permit, spearheaded the Energy Services Companies (ESCO)

Attachment: Resolution (Commending Todd Capurso for More Than Eleven Years of Service)

contract to improve and identify energy conservation and decrease operations and maintenance costs of City infrastructure; and

WHEREAS, under the Community Health and Safety, Todd spearheaded the effort to create the City's first Traffic Calming Program which was adopted by the City Council in 2016 to establish policies and procedures for residential neighborhoods when requesting for traffic calming measures; and

WHEREAS, as an advocate for well maintained parks and trails, Todd has been a huge supporter of the City's annual Arbor Day, Keep America Beautiful as well coordinating volunteer park clean-up projects with the City of San Jose; and

WHEREAS, Todd's professional contributions to the well-being of public facilities in Campbell, San Jose, and Los Gatos are legacies to be enjoyed by future generations; and

WHEREAS, Todd has demonstrated a high regard for the service and commitment to improving the City of Campbell organization and the community of Campbell; and

WHEREAS, Under Todd's leadership, he has left the Public Works Department in a position to better address future challenges.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Campbell does hereby express its appreciation to Todd Capurso for 12 years of dedicated, professional, and valuable service to the Campbell community and its best wishes for a fulfilling retirement.

PASSED AND ADOPTED this _____day of _____2025, by the following roll call vote:

AYES: Councilmembers:
NOES: Councilmembers:
ABSENT: Councilmembers:

APPROVED:

_____
Sergio Lopez, Mayor

ATTEST:

_____
Andrea Sanders, City Clerk

City Council Report

Item: 9
Category: PUBLIC HEARINGS AND INTRODUCTION OF ORDINANCES
Meeting Date: March 18, 2025

TITLE: **Public Hearing to Consider Adoption of an Ordinance to Extend Interim Ordinance No. 2322 Related to Accessory Dwelling Units (ADUs) and Junior Accessory Dwelling Units (JADUs) to Implement Recent Feedback and Direction from the California Department of Housing and Community Development (HCD) and Recent Legislative Updates (SB 1211 & AB 2533) (Ordinance/Roll Call Vote)**

RECOMMENDED ACTION

It is recommended that the City Council adopt an ordinance to extend Interim Ordinance No. 2322 related to Accessory Dwelling Units (ADUs) and Junior Accessory Dwelling Units (JADUs) to implement recent feedback and direction from the California Department of Housing and Community Development (HCD) and recent legislative updates (SB 1211 & AB 2533).

ENVIRONMENTAL DETERMINATION

This action is Statutorily Exempt from the California Environmental Quality Act (CEQA) pursuant to Public Resource Code Section 21080.17, which exempts the adoption of an ordinance by a city or county to implement Section 65852.1 of, or Article 2 (commencing with Section 66314) or Article 3 (commencing with Section 66333) of Chapter 13 of Division 1 of Title 7 of, the Government Code.

BACKGROUND

In recent years, California has limited local control over accessory dwelling units (ADUs) through several laws, enforced by the California Department of Housing and Community Development (HCD), which also issues guidelines to standardize ADU standards statewide. Following a notification from HCD on June 30, 2023, that the City's ADU ordinance was non-compliant, the City adopted an interim ordinance on November 7, 2023, which expired on December 31, 2024. HCD provided feedback on this interim ordinance on August 7, 2024, and on September 19 and 28, 2024, two bills, SB 1211 and AB 2533 were signed into law. These bills modified State ADU laws by increasing the number of ADUs allowed in multi-family dwellings to eight and extending amnesty for unpermitted ADUs respectively.

As a result, of these events, the City prepared a new interim ADU ordinance to incorporate these changes to ensure compliance with the updated State laws as well as

feedback from HCD. **The City Council adopted this interim ordinance (No. 2322) on an urgency basis at its February 18, 2025, meeting** (reference Attachments B and C – Staff Report and Adopted Ordinance).

Historically, the City's ADU ordinances were self-contained within the Municipal Code for easy reference. Due to frequent updates and reinterpretations by HCD, this ordinance takes a new approach akin to the California Building Code by directly referencing Government Code sections and making local modifications.

Pursuant to California Government Code Section 65858, the interim ordinance is in effect for 45 days, expiring on April 4, 2025. Following initial adoption, the Government Code allows a city to extend an interim ordinance for a period of up to 10 months and 15 days after a duly noticed public hearing. The additional time is intended to allow for the preparation of a permanent ordinance and/or the adoption of policies to address the land use matters that prompted the interim ordinance.

NEXT STEPS

The draft ordinance would extend Ordinance No. 2322 for 10 months and 15 days or until it is superseded by a permanent ordinance, whichever occurs first. The provisions of this ordinance will be incorporated into the pending miscellaneous Municipal Code update, which is anticipated for Council consideration in the spring.

FISCAL IMPACT

There is no fiscal impact associated with this action.

Larissa Lomen

Prepared by: _____
Larissa Lomen, Assistant Planner

Reviewed by: _____
Rob Eastwood, Community Development Director

Approved by: _____
Brian Loventhal, City Manager

Attachment:

a. Draft Extension Ordinance
b. Staff Report
c. Adopted Ordinance

Ordinance No. _____

BEING AN INTERIM ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CAMPBELL EXTENDING URGENCY PROVISIONS RELATED TO ACCESSORY DWELLING UNITS (ADUS) AND JUNIOR ACCESSORY DWELLING UNITS (JADUS) TO IMPLEMENT RECENT FEEDBACK AND DIRECTION FROM THE CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT (HCD) AND RECENT LEGISLATIVE UPDATES (SB 1211 & AB 2533).
FILE NO.: PLN-2024-144

WHEREAS, on June 30, 2023, the City of Campbell received a letter from the California Department of Housing and Community Development (HCD) providing written findings pursuant to Government Code Section 66326 identifying certain section(s), subsection(s), sentence(s), clause(s), and/or phrase(s) of the City's accessory dwelling unit ordinance that do not comply with State law;

WHEREAS, on July 27, 2023, the Community Development Director transmitted a letter in response to HCD's written findings, within the 30-day period provided by the statute, acknowledging a need to amend the City's accessory dwelling unit ordinance, and requesting additional clarification and information;

WHEREAS, HCD's written findings determined that the City's local accessory dwelling unit ordinance is no longer consistent with Government Code Sections 66314 and 66333;

WHEREAS, following the City's July 27, 2023, letter, no further response was received from HCD, and as a result, the City adopted an interim ordinance (No. 2299) on November 7, 2023, to address HCD's initial feedback, which was extended through Ordinance No. 2300 to remain effective until December 31, 2024;

WHEREAS, in Summer 2024, staff contacted HCD to notify the agency of the City's intent to adopt a permanent ordinance to replace the interim ordinance, and on August 7, 2024, HCD provided informal feedback to staff, identifying additional clarifications needed to ensure consistency with State law;

WHEREAS, in September 2024, the California Legislature enacted SB 1211 and AB 2533, signed into law by the Governor on September 19 and 28, 2024, respectively, which made significant changes to State law regarding ADUs, including the number of ADUs allowed for multi-family dwellings and the extension of the amnesty period for unpermitted ADUs;

WHEREAS, on December 17, 2024, HCD published the January 2025 edition of its "Accessory Dwelling Handbook", which formalized prior HCD interpretations of State ADU law;

WHEREAS, the City Council has determined that it is necessary to adopt an interim ordinance to maintain consistency with State ADU law, as interpreted by HCD;

WHEREAS, the legislature of the State of California has, in Article XI, Section 7 of the California Constitution and Government Code Section 65800, conferred upon local

Attachment: Draft Extension Ordinance (ADU Interim Ordinance Extension)

governments the authority to adopt regulations designed to promote the public health, safety and general welfare of its citizenry;

WHEREAS, pursuant to Section 65858 of the Government Code and Section 21.60.090 of the Campbell Municipal Code, the City Council may take appropriate action to adopt urgency measures as an interim ordinance;

WHEREAS, the approval of accessory dwelling units and junior accessory dwelling units based solely on the few default statutory standards of the California Government Code, without local regulations governing height, setback, landscape, and architectural review, among other things, would threaten the character of existing neighborhoods, negatively impact property values, personal privacy, fire safety, and create confusion that would hinder the creation of accessory dwelling units and junior accessory dwelling units within the community;

WHEREAS, the proposed amendments are consistent with the goals, policies, and actions of the 2040 General Plan, as well as all applicable development agreements, area plans, neighborhood plans, and specific plans;

WHEREAS, no substantial evidence has been presented demonstrating that the project, as currently presented, will have a significant adverse impact on the environment;

WHEREAS, the adoption of this interim ordinance is exempt from the California Environmental Quality Act (CEQA) pursuant to Public Resource Code Section 21080.17;

WHEREAS, the City is undertaking a study to update its current zoning code provisions to conform to the changes in the State law, which shall be completed within a reasonable time, not to exceed 10 months and fifteen days from the adoption of this ordinance, or until it is superseded by adoption of superseding ordinance, whichever comes first;

WHEREAS, the City Council finds and determines that the proposed ordinance would not be detrimental to the public interest, health, safety, convenience, or general welfare of the city; and is internally consistent with other applicable provisions of the Campbell Municipal Code;

WHEREAS, in consideration of the recommended adoption of the interim ordinance, the City Council provided due consideration of all evidence presented and included in the entire administrative record;

WHEREAS, the proposed revisions are necessary to maintain the status quo pending the investigation and adoption of a permanent ordinance by conforming the City's regulations to the requirements of State Law, while preserving such local regulations are appropriate, lawful and currently in force;

WHEREAS, in consideration of the foregoing findings, the City Council further finds that there is a current and immediate threat to the public health, safety, or welfare, justify adoption of this interim ordinance on an urgency basis to be effective immediately upon adoption by a four-fifths vote of the City Council;

Attachment: Draft Extension Ordinance (ADU Interim Ordinance Extension)

WHEREAS, on February 18, 2025, the City Council adopted an interim ordinance (Ordinance No. 2322) to implement recent feedback and direction from the California Department of Housing and Community Development (HCD) and recent legislative updates (SB 1211 & AB 2533);

WHEREAS, pursuant to Section 65858 of the Government Code, the City Council may extend the previously adopted interim ordinance for 10 months and 15 days after public notification and following a public hearing;

WHEREAS, the City Council finds and determines that the extending Interim Ordinance No. 2322 would not be detrimental to the public interest, health, safety, convenience, or general welfare of the city; and is internally consistent with other applicable provisions of the Campbell Municipal Code; and

WHEREAS, it is not the intent of this Ordinance to deny or delay the approval of accessory dwelling units that are in compliance with Senate Bill 1211 (2024) & Assembly Bill 2533 (2024);

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CAMPBELL DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1 (SEVERABILITY): If any section, subsection, sentence, clause, or phrase of this interim ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of the interim ordinance. The City Council hereby declares that it would have passed this interim ordinance and each and every section, subsection, sentence, clause, or phrase not declared invalid or unconstitutional without regard to whether any portion of the ordinance would be subsequently declared invalid or unconstitutional.

SECTION 2 (PUBLICATION): The City Clerk shall cause this interim ordinance or a summary thereof to be published at least once in a newspaper of general circulation within 15 days after its adoption in accordance with Government Code Section 36933.

SECTION 3 (EFFECTIVENESS): This interim ordinance shall become effective immediately upon adoption for a period of 45 days, unless extended by the City Council.

PASSED AND ADOPTED this _____ day of _____, 2025 by the following roll call vote:

AYES: Councilmembers:
NOES: Councilmembers:
ABSENT: Councilmembers:

APPROVED:

_____
Sergio Lopez, Mayor

ATTEST:

_____
Andrea Sanders, City Clerk

Attachment: Draft Extension Ordinance (ADU Interim Ordinance Extension)

City Council Report

Item: 9
Category: PUBLIC HEARINGS AND INTRODUCTION OF ORDINANCES
Meeting Date: February 18, 2025

TITLE: **Public Hearing to Consider an Interim Ordinance Related to Accessory Dwelling Units (ADUs) and Junior Accessory Dwelling Units (JADUs) to Implement Recent Feedback and Direction from the California Department of Housing and Community Development (HCD) and Recent Legislative Updates (SB 1211 & AB 2533). (Ordinances / Roll Call Vote)**

RECOMMENDED ACTION

It is recommended that the City Council adopt an Interim Ordinance to implement recent feedback and direction from the California Department of Housing and Community Development (HCD) and recent legislative updates (SB 1211 & AB 2533).

ENVIRONMENTAL DETERMINATION

This action is Statutorily Exempt from the California Environmental Quality Act (CEQA) pursuant to Public Resource Code Section 21080.17, which exempts the adoption of a local ordinance to implement the provisions of Section 65852.1 or Sections 66310 through 66324 of the Government Code relating to the accessory dwelling units.

PURPOSE

The purpose of this interim ordinance is to both address the Department of Housing and Community Development's (HCD) finding the City's prior ADU ordinance was not consistent with State law and to adopt new ADU provisions to respond to recently enacted State legislation (SB 1211 & AB 2533) concerning ADUs.

BACKGROUND

In recent years, California has enacted several laws that limit local authority over the regulation of accessory dwelling units (ADUs). The California Department of Housing and Community Development (HCD) enforces these laws and may issue guidelines to ensure statewide consistency in ADU standards.

- On June 30, 2023, the City received a formal notification from the HCD, stating that the City's ADU ordinance did not comply with State law.
- In response, the City adopted an interim ADU ordinance on November 7, 2023 (which expired on December 31, 2024).

Attachment: Staff Report (ADU Interim Ordinance Extension)

- On August 7, 2024, HCD provided informal, high-level feedback on the interim ordinance to assist City staff in drafting a permanent ordinance to replace the interim ordinance.
- On September 19 and 28, 2024, two bills, SB 1211 and AB 2533 were signed into law. These bills modified State ADU laws by increasing the number of ADUs allowed in multi-family dwellings to eight and extending amnesty for unpermitted ADUs respectively.

As a result, of these events, City staff prepared a new ADU ordinance to incorporate these changes to ensure compliance with the updated State laws as well as feedback from HCD. The Planning Commission conducted a public hearing on October 22, 2024, and unanimously recommended approval of the new ADU ordinance consistent with HCD feedback and State law. However, just days before the scheduled City Council meeting to consider adoption of the ADU Ordinance on November 13, 2024, the City received a technical assistance letter from HCD identifying a discrepancy between the City's implementation of State law and HCD's interpretation. Subsequently, on December 17, 2024, HCD released the latest edition of the ADU Handbook (ADU Handbook January 2025) which included the updated interpretations of State law and the recent legislative changes.

Due to the expiration of the previous interim ordinance, staff has incorporated these updates to be reintroduced as a new interim ordinance to take immediate effect.

APPROACH

Historically, the City's ADU ordinances have been self-contained within the Municipal Code, incorporating state law and local modifications such that homeowners, architects, and staff need not reference State government code to understand the standards. However, in light of the repeated updates to State ADU laws and frequent reinterpretations by HCD staff, staff is recommending that the city use a different approach to the drafting of the ADU ordinance.

Specifically, the draft ordinance directly implements sections of the State Government Code by reference and provides section-specific modifications to the standards where the City has discretion to do so, as described below. This approach is akin to how cities adopt the California Building Code every three years.

Staff believes this approach is more suitable to the current regulatory environment where both HCD interpretations and state legislative updates are constantly changing the applicable ADU standards, avoiding the need for the City to consistently update its Municipal Code.

In order to provide guidance to the Campbell community and applicants on the ADU standards, staff will prepare a "bulletin" that will summarize the State ADU requirements

Attachment: Staff Report (ADU Interim Ordinance Extension)

along with local amendments. Under this approach, Campbell can more quickly update its ADU materials resulting from any new HCD interpretations or state legislation. In addition, staff anticipates a higher likelihood that HCD will approval the ordinance, leaving less room for comment.

LOCAL AMENDMENTS

- The following local amendments to State Law are described in the ordinance, and will be applied as permitted by law. The majority of these standards are carryovers from the previous interim ADU Ordinance that expired on December 31, 2024, enacted to ensure that new ADUs remain compatible with the neighborhood. They align with Campbell's single-family residential standards, with updated references to the current development and design standards under the interim SB-450 ordinance.
    - **Development Standards**. For ADUs over 800 square feet, the ordinance aligns their development standards with those of the primary dwelling, including:
    - **Maximum Height**: The height of attached and interior conversion ADUs will be limited to that of the primary dwelling unit.
    - **Front Setback**: ADUs must adhere to the front setback requirements applicable to the primary dwelling unit.
    - **Lot Coverage and Floor Area**: These will be capped at the same limits established for the primary dwelling unit.
    - **Exceptions**: For ADUs 800 square feet and under, the ordinance would automatically waives floor area ratio (FAR), lot coverage, and minimum open space requirements, as required by State law. The front yard setback would also be waived, as required by State law, only when an application has demonstrated that the ADU cannot be placed elsewhere on the property.
    - **Objective Design Standards.** Attached and interior ADUs exceeding 800 square feet must comply with the same objective design standards as the primary dwelling, including those standards included in the current interim SB-450 ordinance.
    - **Parking Requirements**. As allowed under the previous interim ADU ordinance, the city will continue to waive all parking requirements for ADUs, including the replacement of parking spaces removed in association with creation of an ADU, to support ADU production.
    - **Multi-family Detached ADUs.** In accordance with SB-1211, lots with existing multi-family dwellings are allowed up to two detached ADUs, while lots with proposed multi-family dwellings may have up to eight detached ADUs. Additionally, aligning with the City's application for a "pro-housing" designation[1], the draft ordinance permits up to eight ADUs in association with either existing or proposed multi-family dwellings.

[1] The City's recent application for a Prohousing Designation (https://www.campbellca.gov/1486/Prohousing-Designation) from the California Department of Housing and Community Development (HCD) mentioned the City would consider allowing up to 8-units (regardless of whether the units were existing or proposed) when updating its ADU Ordinance

Attachment: Staff Report (ADU Interim Ordinance Extension)

FISCAL IMPACT

There are no direct fiscal impacts associated with the City Council's adoption of this interim ordinance.

NEXT STEPS

The interim ordinance must be extended by the Council at the meeting on March 4, 2025, before its 45-day expiration. Following the extension, the ordinance will be submitted to HCD for review, as required by Government Code section 65852.2, subdivision (h), within 60 days of its adoption. Pending HCD approval, this ordinance will be formally incorporated into a comprehensive Zoning Code Update scheduled to be brought to the Planning Commission and Council in late spring / early summer of this year. Meanwhile, as noted, the City will develop an informational bulletin to facilitate the creation of ADUs, providing necessary guidance and support, which will be published shortly.

ALTERNATIVES

As the prior interim ordinance expired on December 31, 2024, the City is currently unable to enforce its local ADU provisions, creating a gap in the application of consistent ADU standards. As such, it is imperative that an interim ordinance be adopted so that the City can continue to review and permit ADUs in a timely manner. If the Council wishes to make specific revisions, staff recommends that those revisions be deferred until formal adoption.

Larissa Lomen

Prepared by: _____
Larissa Lomen, Assistant Planner

Reviewed by: _____
Rob Eastwood, Community Development Director

Approved by: _____
Brian Loventhal, City Manager

Attachment: Staff Report (ADU Interim Ordinance Extension)

ORDINANCE NO. 2322

BEING AN INTERIM ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CAMPBELL ADOPTING URGENCY REVISIONS TO CAMPBELL ZONING CODE RELATED TO ACCESSORY DWELLING UNITS AND JUNIOR ACCESSORY DWELLING UNITS TO CONFORM WITH RECENT STATE LEGISLATION AND DIRECTIVES FROM THE CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT. FILE NO.: PLN-2024-144

WHEREAS, on June 30, 2023, the City of Campbell received a letter from the California Department of Housing and Community Development (HCD) providing written findings pursuant to Government Code Section 66326 identifying certain section(s), subsection(s), sentence(s), clause(s), and/or phrase(s) of the City's accessory dwelling unit ordinance that do not comply with State law;

WHEREAS, on July 27, 2023, the Community Development Director transmitted a letter in response to HCD's written findings, within the 30-day period provided by the statute, acknowledging a need to amend the City's accessory dwelling unit ordinance, and requesting additional clarification and information;

WHEREAS, HCD's written findings determined that the City's local accessory dwelling unit ordinance is no longer consistent with Government Code Sections 66314 and 66333;

WHEREAS, following the City's July 27, 2023, letter, no further response was received from HCD, and as a result, the City adopted an interim ordinance (No. 2299) on November 7, 2023, to address HCD's initial feedback, which was extended through Ordinance No. 2300 to remain effective until December 31, 2024;

WHEREAS, in Summer 2024, staff contacted HCD to notify the agency of the City's intent to adopt a permanent ordinance to replace the interim ordinance, and on August 7, 2024, HCD provided informal feedback to staff, identifying additional clarifications needed to ensure consistency with State law;

WHEREAS, in September 2024, the California Legislature enacted SB 1211 and AB 2533, signed into law by the Governor on September 19 and 28, 2024, respectively, which made significant changes to State law regarding ADUs, including the number of ADUs allowed for multi-family dwellings and the extension of the amnesty period for unpermitted ADUs;

WHEREAS, on December 17, 2024, HCD published the January 2025 edition of its "Accessory Dwelling Handbook", which formalized prior HCD interpretations of State ADU law;

WHEREAS, the City Council has determined that it is necessary to adopt an interim ordinance to maintain consistency with State ADU law, as interpreted by HCD;

WHEREAS, the legislature of the State of California has, in Article XI, Section 7 of the California Constitution and Government Code Section 65800, conferred upon local governments the authority to adopt regulations designed to promote the public health, safety and general welfare of its citizenry;

Attachment: Adopted Ordinance (ADU Interim Ordinance Extension)

WHEREAS, pursuant to Section 65858 of the Government Code and Section 21.60.090 of the Campbell Municipal Code, the City Council may take appropriate action to adopt urgency measures as an interim ordinance.

WHEREAS, the approval of accessory dwelling units and junior accessory dwelling units based solely on the few default statutory standards of the California Government Code, without local regulations governing height, setback, landscape, and architectural review, among other things, would threaten the character of existing neighborhoods, negatively impact property values, personal privacy, fire safety, and create confusion that would hinder the creation of accessory dwelling units and junior accessory dwelling units within the community;

WHEREAS, the proposed amendments are consistent with the goals, policies, and actions of the 2040 General Plan, as well as all applicable development agreements, area plans, neighborhood plans, and specific plans;

WHEREAS, no substantial evidence has been presented demonstrating that the project, as currently presented, will have a significant adverse impact on the environment;

WHEREAS, the adoption of this interim ordinance is exempt from the California Environmental Quality Act (CEQA) pursuant to Public Resource Code Section 21080.17;

WHEREAS, the City Council finds and determines that the proposed ordinance would not be detrimental to the public interest, health, safety, convenience, or general welfare of the city; and is internally consistent with other applicable provisions of the Campbell Municipal Code; and

WHEREAS, in consideration of the recommended adoption of the interim ordinance, the City Council provided due consideration of all evidence presented and included in the entire administrative record.

WHEREAS, the proposed revisions are necessary to maintain the status quo pending the investigation and adoption of a permanent ordinance by conforming the City's regulations to the requirements of State Law, while preserving such local regulations are are appropriate, lawful and currently in force.

WHEREAS, in consideration of the foregoing findings, the City Council further finds that there is a current and immediate threat to the public health, safety, or welfare, justify adoption of this interim ordinance on an urgency basis to be effective immediately upon adoption by a four-fifths vote of the City Council.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CAMPBELL DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1 (PURPOSE AND APPLICABILITY): This Ordinance implements and enforces the mandatory provisions of the California Government Code related to the creation of accessory dwelling units (ADUs) and junior accessory dwelling units (JADUs). It also adopts, where permissible, local standards and restrictions. This ordinance applies to the creation of all ADUs and JADUs within the jurisdiction of the City of Campbell.

Attachment: Adopted Ordinance (ADU Interim Ordinance Extension)

SECTION 2 (STATE ADU LAW ADOPTED): It is the intent of the City Council to hereby implement and enforce all mandatory provisions of Articles 1, 2, and 3 (commencing with Section 66310) of Chapter 13 (Accessory Dwelling Units) of Title 7 (Planning and Land Use) of the California Government Code, hereinafter referred to as the "State ADU Law." In implementing and enforcing the State ADU Law, the City affirmatively accepts all provisions that use mandatory language such as "shall" or "must," which require specific actions or outcomes. However, where the State ADU Law uses discretionary language such as "may," those provisions are not implemented and will not be enforced excepted as explicitly stated in this interim ordinance.

SECTION 3 (DEFINITIONS): The terms defined in California Government Code Section 66313 and those terms described in the latest edition of the *Accessory Dwelling Unit Handbook*, published by the California Department of Housing and Community Development, shall take precedence over conflicting definitions in Chapter 21.72 (Definitions) or Section 4 of Interim Ordinance No. 2321.

SECTION 4 (GENERAL STANDARDS): The following clarifications of, and additional requirements adopted pursuant to, the subdivisions of California Government Code cited below, pertaining generally to the creation of accessory dwelling units, are hereby adopted:

A. Section 66314, subd. (a). Accessory dwelling units may be permitted on properties located within residential or mixed-use zoning district as specified by Chapter 21.08 (Residential zoning districts) and Chapter 21.11 (Mixed-used districts), respectively, or in the P-D (Planned Development) Zoning District on a parcel with a General Plan land use designation that directly corresponds to a residential zoning or mixed-use district as specified by Section 21.04.020, Table 2-1.

B. Section 66314, subd. (b)(1). The objective development standards applicable to the base zoning district, including those adopted by Interim Ordinance No. 2321, shall apply to accessory dwelling units, except as provided below.

    1. The maximum allowable height for detached accessory dwelling units shall be twenty (20) feet.

    2. Detached accessory dwelling units shall be separated from single-family dwelling or multifamily dwellings by the same distance that main structures must be separated from other main structures located on the same lot.

    3. Accessory dwelling units shall be separated from accessory structures by the same distance that main structures must be separated from accessory structures located on the same lot as specified by Section 21.36.020 (Accessory Structures).

C. Section 66314, subd. (b)(1). The objective design standards adopted in Section 10 of Interim Ordinance No. 2321 shall apply to accessory dwelling units in all zoning districts but are limited to attached and converted accessory dwelling units.

D. Section 66314, subds. (b)(1), (b)(2). No parking standards for an accessory dwelling unit shall be imposed, including replacement of parking spaces that are removed or demolished in conjunction with the construction or creation of an accessory dwelling

Attachment: Adopted Ordinance (ADU Interim Ordinance Extension)

unit. However, parking spaces that are voluntarily provided shall comply with dimensional, design, and access standards of the base zoning district and Chapter 21.28 (Parking and Loading).

E. Section 66316. The approval process for an accessory dwelling unit created in accordance with California Government Code Section 66314 shall be a ministerial building permit application in compliance with Title 18 (Building Code), subject to the review periods prescribed in California Government Code Section 66317.

F. Section 66321, subds. (a), (b). The following maximum floor area standards for accessory dwelling units shall apply:

1. Detached accessory dwelling units shall not exceed a total floor area of one thousand two hundred (1,200) square feet, in accordance with California Government Code Section 66314(d)(5).

2. Attached accessory dwelling units shall not exceed fifty percent (50 percent) of the floor area of the existing primary dwelling, in accordance with California Government Code Section 66314(d)(4). However, notwithstanding this maximum, a minimum living area of one thousand (1,000) square feet shall be permitted for units.

G. Section 66321, subd. (b)(3). None of the following standards shall apply to an accessory dwelling unit no larger than eight hundred (800) square feet with four-foot side and rear yard setbacks: (1) maximum lot coverage, (2) maximum floor area ratio, (3) minimum required private open space; and (4) minimum building separation distance(s).

H. Section 66321, subd. (b)(3). An accessory dwelling unit no larger than eight hundred (800) square feet with four-foot side and rear yard setbacks may be located partially or wholly within the front yard setback if the Community Development Director determines that no alternative location on the property can physically accommodate the proposed accessory dwelling unit. For the purposes of this provision, the term "physically accommodate" means that there is no alternative unimproved area on the property with dimensions and physical area equal to or larger than the proposed accessory dwelling unit, as designed, accounting for the waiver of the standards identified in subsection G, above.

I. Section 66323, subd. (b). The tree preservation requirements of Chapter 21.32 (Tree Protection Regulations) shall not apply when the critical root zone of a protected tree is located within the building footprint of an accessory dwelling unit created pursuant to Government Code Section 66323.

SECTION 5 (MULTI-FAMILY RESIDENTIAL): The following clarifications of, and additional requirements adopted pursuant to the subdivisions of California Government Code cited below, pertaining to the creation of accessory dwelling units on lots including proposed or existing multifamily dwellings, are hereby adopted.

A. Section 66323, subd. (a)(3). Carports, garages, and other accessory structures that are detached from an existing multifamily dwelling structure(s) are not considered to

Attachment: Adopted Ordinance (ADU Interim Ordinance Extension)

be "within" the existing multifamily dwelling structure(s) and therefore may not be converted to accessory dwelling unit(s), except as provided for in California Government Code Section 66323(a)(4).

B. Section 66323, subd. (a)(4)(A)(iii). On a lot with a proposed multifamily dwelling, up to eight detached accessory dwelling units may be created, provided that the total does not exceed the proposed number of primary dwelling units.

SECTION 6 (ADU DEVELOPMENT POLICY): Pursuant to, and in furtherance of Government Code Sections 66310, the City of Campbell adopts the following development policy as an innovative strategy to encourage the creation of accessory development units in new housing development projects.

A. A single-family residential subdivision (inclusive of detached single-family homes and/or townhomes) resulting in five or more parcels, exclusive of commonly-held parcels, subject to Chapter 21.07 (Housing development regulations) or Chapter 21.39 (Ministerial Approval), shall be subject to the following requirements:

1. Requirement. Twenty percent (20%) of the parcels shall be developed with a primary dwelling unit that is designed to allow for future creation of an converted accessory dwelling unit. This shall be accomplished through a floor plan configuration that allows for segmentation of an accessory dwelling unit from the existing living area and pre-installation of electrical, domestic water, and sanitation utilities necessary to accommodate a future bathroom and kitchen to serve an accessory dwelling unit.
2. Alternative. In-lieu of the aforementioned requirement, twenty percent (20%) of the parcels may be developed with an accessory dwelling unit, to be constructed concurrently with the primary dwelling units.
3. Implementation. Conditions to carry out the requirement of this section shall be imposed on approval of the tentative map if a land use permit(s) for the creation primary dwelling units is not required. If a land use permit(s) for the creation of primary dwelling units is required in association with a tentative map, the application shall demonstrate compliance as a requirement of the application being accepted as complete pursuant to Section 21.38.040 (Initial application review).

B. If the requirement of subsection A.1 (Requirement) is determined not to be an "objective standard" as defined by the California Government Code and therefore unenforceable, the alternative identified by subsection A.2 (Alternative), requiring the creation of the accessory dwelling units, shall instead become the requirement applied to the project subject to this section.

SECTION 7 (INFORMATIONAL BULLETINS): The Community Development Director may, consistent with the expressed standards, purposes, and intent of State ADU law and this interim ordinance, issue a written informational bulletin(s) to clarify the standards and procedures for the creation of accessory dwellings units. An informational bulletin may also include interpretations of this interim ordinance in accordance with Chapter 21.02 (Interpretations Provisions).

Attachment: Adopted Ordinance (ADU Interim Ordinance Extension)

SECTION 8 (SEVERABILITY): If at any time the California Department of Housing and Community Development submits to the City written findings pursuant to Government Code 666326 (a) identifying certain section(s), subsection(s), sentence(s), clause(s), and/or phrase(s) of this interim ordinance do not comply with State law, then those specific section(s), subsection(s), sentence(s), clause(s), and/or phrase(s) shall no longer be in effect, such that this Chapter shall maintain its consistency with State ADU Law and not subject to nullification as provided for California Government Code Section 66316. The City Council hereby declares that it would have passed adopted this Chapter and each and every section, subsection, sentence, clause, or phrase not declared to be not in compliance with the California Government Code without regard to whether any portion of this interim ordinance would be subsequently declared non-complaint.

SECTION 9 (APPLICATIONS IN PROGRESS): Notwithstanding Section 21.01.050.E (Effect of Zoning Code Changes on Projects in Progress), this interim ordinance shall not apply to any building permit application for an accessory dwelling unit that was filed with the Community Development Department and for which all required fees were paid before the effective date of this ordinance, regardless of whether the application has been deemed complete.

SECTION 10 (PUBLICATION): The City Clerk shall cause this interim ordinance or a summary thereof to be published at least once in a newspaper of general circulation within 15 days after its adoption in accordance with Government Code Section 36933.

SECTION 11 (EFFECTIVENESS): This interim ordinance shall become effective immediately upon adoption for a period of 45 days, unless extended by the City Council.

PASSED AND ADOPTED this 18th day of February, 2025 by the following roll call vote:

AYES: Councilmembers: Bybee, Hines, Scozzola, Furtado, Lopez
NOES: Councilmembers: None
ABSENT: Councilmembers: None

APPROVED:

Sergio Lopez, Mayor

ATTEST:

Andrea Sanders, City Clerk

Attachment: Adopted Ordinance (ADU Interim Ordinance Extension)

City Council Report

Item: 10
Category: PUBLIC HEARINGS AND INTRODUCTION OF ORDINANCES
Meeting Date: March 18, 2025

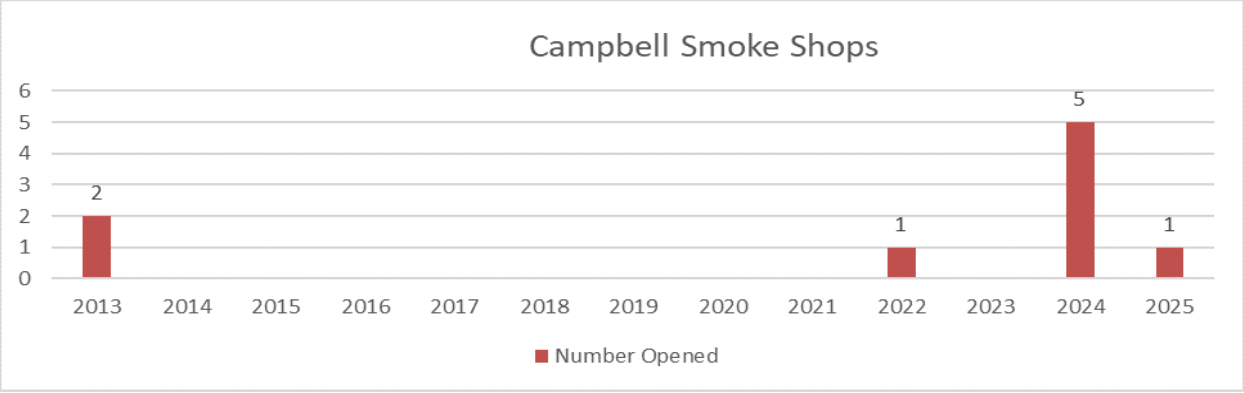
TITLE: **Public Hearing to Consider the Adoption of an Interim Ordinance Establishing Urgency Measures to Implement a Temporary Moratorium on the Issuance of Tobacco Retailer Permits at New Locations in the City (Ordinance/Roll Call Vote)**

RECOMMENDED ACTION

Adopt an Interim Ordinance, establishing urgency measures to implement a Temporary Moratorium on the issuance of Tobacco Retailer Permits at new locations in the City.

EXECUTIVE SUMMARY

Staff has documented that six new "smoke shops[1]" have opened in Campbell since the start of 2024, representing a 200% increase in the number of these establishments in the city. The proliferation of smoke shops in Campbell has several negative community impacts, including increased availability of tobacco products with resulting health impacts, association with potential cannabis sales, and visual blight. According to representatives from County Public Health, Campbell has one of the highest concentrations of "smoke shops" for any community in Santa Clara County.



Staff is proposing to establish a temporary moratorium on the issuance of Tobacco Retailer Permits at new locations in the City. The moratorium will prevent the opening of new smoke shops, allowing the City sufficient time to develop and present appropriate

[1] The Campbell Municipal Code does not differentiate stand-alone "smoke shops" from other types of tobacco retail sales when operated in conjunction with another use (i.e., grocery store).

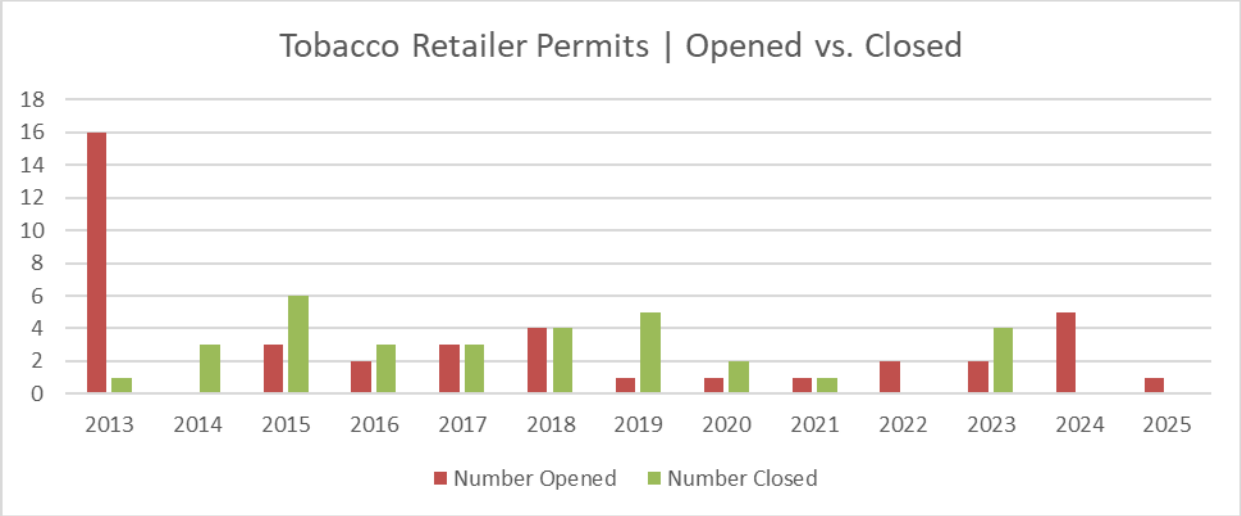
regulatory measures for the Council to consider limiting the number of smoke shops permitted within the City.

The moratorium would allow existing businesses to continue operating without disruption.

BACKGROUND

In 2012, the City adopted an Ordinance requiring all tobacco retailers to obtain a "Tobacco Retailer Permit" to ensure that retailers comply with tobacco control laws and City business standards (CC Ord. No. 2165; CMC Chapter 5.58).

As of January 2025, the city has 42 "active" Tobacco Retailers (reference Attachment B – Tobacco Retailers), which equates to roughly one tobacco retailer per 1,000 residents.



While the majority of tobacco retailers operate in conjunction with another land use activity (i.e., part of a grocery store, liquor store, convenience store), in the past four years the city has seen a significant increase in the number of "smoke shop" tobacco retail stores.

In response to the increase in smoke shops, the Campbell Police Department and Code Enforcement Division conducted inspections to ensure compliance with city regulations and state law. The inspections revealed multiple violations, including the sale of prohibited products, the presence of underage employees, lack of proper permits, and missing business licenses, with numerous items seized at each location.

DISCUSSION

The sale of tobacco can occur in many types of retail stores, including grocery stores, convenience stores, liquor stores, and in stand-alone retail stores, commonly referred to as "smoke shops." The recent rise specifically in the number of stand-alone "smoke shops" in Campbell (six new establishments since 2024) raises concerns regarding

public health and neighborhood impacts including:

- Health impacts resulting from increased availability and accessibility of tobacco products, leading to higher rates of use and associated health risks.
- Social and economic burdens due to smoking-related illnesses, which place greater demands on community health resources and increase healthcare costs.
- Environmental concerns as cigarette butts and packaging contribute to litter and environmental degradation.
- Crime and safety challenges, as a higher concentration of retailers can make it more difficult to monitor and enforce age restrictions and tobacco sales laws.
- Land use issues, as an overconcentration of tobacco retailers may be found to contribute to visual blight (i.e., contributing to violations of City sign ordinance), result in reduced retail diversity, and alter the character of the community.

The proposed Interim Ordinance aims to provide the City with the necessary tool to stop the recent surge in stand-alone tobacco retail stores ("smoke shops") and subsequently adopt appropriate regulatory measures.

Several neighboring jurisdictions, including Santa Clara County, San Jose, Los Gatos, and Saratoga, have implemented restrictions on tobacco retailers, such as density limitations, proximity restrictions near schools, or limiting the sale of flavored tobacco or vaping products. Campbell currently lacks these regulatory measures, making it an outlier in the region with also a higher per capita concentration of tobacco retailers:

Tobacco Retailers Per Capita & Adjacent Community Policies by Year						
Jurisdiction	Retailers per 1,000	Requires Permit	Restricts Density	Limits Near Schools	Restricts Flavored Tobacco Products	Restricts Vaping Products
Campbell	.9	2012	N/A	N/A	N/A	N/A
Santa Clara County	.6	2010	2010	2010	2010	2019
San Jose	.6	2011	2021	2021	2021	N/A
Los Gatos	.5	2017	2017	2017	2017	2019
Saratoga	.2	2015	2016	2016	2021	2020

Sources: Santa Clara County Office of Supportive Health & California Health Assessment Tool

Enacting the moratorium and developing long-term regulatory strategies will align Campbell's policies with best practices seen in other jurisdictions and align with action CHW-3.e. of the 2040 General Plan as follows:

- **CHW-3.e** Consider adoption of an ordinance prohibiting the sale of nicotine and tobacco products. Existing establishments engaged in the sale of nicotine and tobacco products may continue to do so subject to the provisions of the city's

legal non-conforming restrictions.

Staff is currently evaluating potential regulatory strategies to limit the number of “smoke shops” in the city that could include:

- Limiting the location to only certain retail zoning districts (i.e., general commercial).
- Limiting the number of tobacco retailers per capita (i.e., 1 per 1000 residents max.).
- Limiting the concentration of tobacco retailers within proximity to each other.
- Prohibiting tobacco retailers close to certain land uses (e.g., 500 feet of schools).
- Requiring approval of a discretionary permit (i.e., Conditional Use Permit).
- Limiting "stand-alone" tobacco retailers (i.e., when not part of a grocery store, etc.).
- Restricting the sale of flavored tobacco products or vaping products.
- Strengthening enforcement measures to ensure compliance with tobacco-related laws.

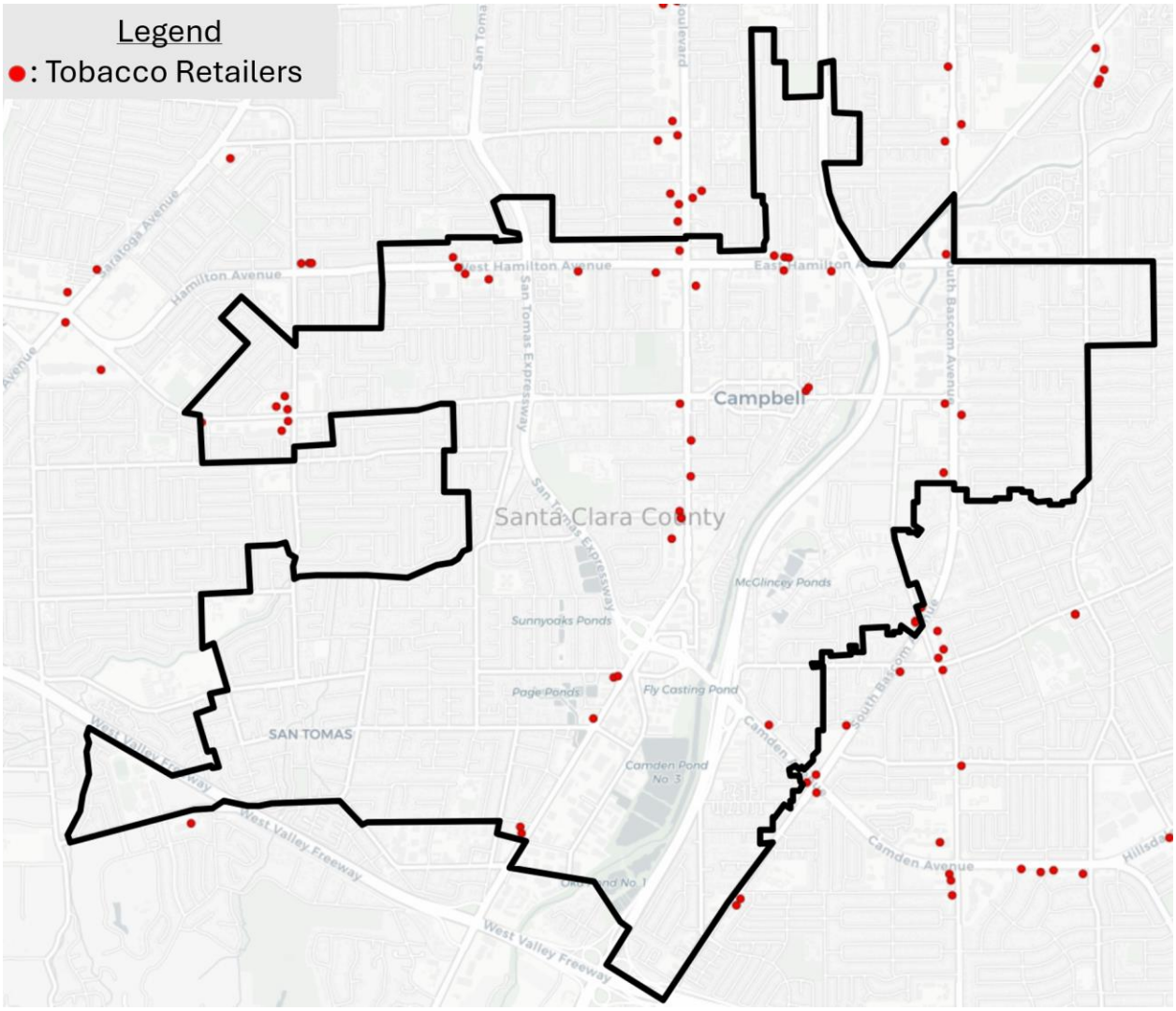


Figure 1 – Tobacco Retailers in Campbell

PUBLIC OUTREACH

In advance of the public hearing, the City conducted outreach to all existing tobacco retailers as well as non-governmental organizations (such as Breathe California, Tobacco-Free Coalition of California) providing details on the meeting and encouraging participation in the process. At the time of staff report preparation, no formal comments had been received.

PROCEDURAL REQUIREMENTS

California Government Code Section 65858 allows local jurisdictions to adopt an Interim Ordinance to approve urgency measures as needed to provide sufficient time to address pressing land use matters. Consistent with the Government Code, Campbell Municipal Code Section 21.60.090 (Interim Ordinance) also provides that "the City Council may take appropriate action to adopt an urgency measure, as an interim ordinance, in compliance with State law…"

Adoption of an Interim Ordinance requires a supermajority of the City Council (**four-fifths vote**) and is effective for no more than 45 days. The City Council may further extend the interim ordinance for 10 months and 15 days after a noticed public hearing and may subsequently extend the urgency ordinance for up to two years. Ten days prior to the expiration of the ordinance, the City Council must issue a written report describing the measures taken to alleviate the conditions which led to the adoption of the ordinance. Government Code section 65858(a) provides that the City Council may, after notice pursuant to Government Code section 65090 and a public hearing, subsequently extend an interim ordinance for an additional one year beyond expiration of the first extension.

Staff anticipate that the Interim Ordinance will need to be extended at least once prior to the 45-day expiration to allow sufficient time to prepare and adopt a formal ordinance through the normal hearing procedures.

ENVIRONMENTAL DETERMINATION

The California Environmental Quality Act (CEQA) requires agencies to identify the potential environmental effects of “projects”. While adoption of the proposed Interim Ordinance is considered a "project" under Section 15378(a)(1) of the California Environmental Quality Act (CEQA), it may be found exempt from environmental review under Section 15061(b)(3) because it does not create environmental impacts and merely preserves the status quo. The Interim Ordinance may also be found categorically exempt under Section 15308 of the California Environmental Quality Act because it is a temporary regulatory action taken by the City pursuant to its police power and in accordance with Government Code Section 65858 in the interest of evaluating and preventing potential environmental harms related to tobacco sales.

FISCAL IMPACTS

If a Temporary Moratorium on Tobacco Retailers is imposed, existing revenue from Tobacco Retail sales will not be impacted, but the city could miss out on potential revenue from new operators.

On average, stand-alone[2] tobacco retail businesses result in approximately $3,196 dollars in revenue for the city per year. Given that the City has issued an average of three (3) Tobacco Retailers per year over the past three years (2022-2024), the total fiscal impact can be roughly estimated to $10,000 if past trends were to continue. However, considering that the City of Campbell now has the highest number of tobacco retailers per capita in the surrounding region, the anticipated fiscal impact may be less.

NEXT STEPS

[2] The City does not have a precise sales tax data for tobacco retailers when part of another land use (i.e., as part of a grocery store).

If the Temporary Moratorium is approved, staff will:

- Engage with stakeholders, including public health officials, business owners, and community members.
- Develop and return with regulatory recommendations for City Council consideration within the moratorium period.

ALTERNATIVES

1. Direct staff to develop regulations without imposing a moratorium.
2. Take no action and continue issuing new tobacco retail permits under the existing municipal code.

Prepared by: Stephen Rose, Senior Planner

Reviewed by: Rob Eastwood, Community Development Director

Approved by: Brian Loventhal, City Manager

Attachment:

a. Draft Ordinance
b. List of Tobacco Retailers in Campbell
c. Map of Tobacco Retailers in Campbell

BEING AN INTERIM ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CAMPBELL ESTABLISHING URGENCY MEASURES TO IMPLEMENT A TEMPORARY MORATORIUM ON THE ISSUANCE OF TOBACCO RETAILER PERMITS AT NEW LOCATIONS IN THE CITY. FILE NO. PLN-2025-12

WHEREAS, after notification and public hearing, as specified by law and after presentation by the Community Development Director, proponents and opponents, the hearing was closed.

WHEREAS, pursuant to Section 65858 of the Government Code and Section 21.60.090 of the Campbell Municipal Code, the City Council may take appropriate action to adopt urgency measures as an Interim Ordinance (hereinafter "Ordinance").

WHEREAS, the legislature of the State of California has, in Article XI, Section 7 of the California Constitution and Government Code Sections 65302 and 65800, conferred upon local governments the authority to adopt regulations designed to promote the public health, safety and general welfare of its citizenry.

WHEREAS, in 2012, the City adopted an Ordinance requiring all tobacco retailers to obtain a "Tobacco Retailer Permit" to ensure that retailers comply with tobacco control laws and City business standards (CC Ord. No. 2165; CMC Chapter 5.58).

WHEREAS, as of January 2025, the city has city has approximately 42 "active" Tobacco Retailers, which equates to roughly one tobacco retailer per 1,000 residents.

WHEREAS, while the majority of tobacco retailers operate in conjunction with another land use activity (i.e., part of a grocery store, liquor store, convenience store), in the past four years the City has seen a significant increase in the number of "stand-alone" tobacco retail stores.

WHEREAS, several neighboring jurisdictions, including Santa Clara County, San Jose, Los Gatos, and Saratoga, have implemented restrictions on tobacco retailers, such as density limitations, proximity restrictions near schools, or limiting the sale of flavored tobacco or vaping products. Campbell currently lacks these regulatory measures, making it an outlier in the region with also a higher per capita concentration of tobacco retailers.

WHEREAS, the prevalence of tobacco retail establishments in the City may contribute to various adverse effects, including:

- **Health impacts** resulting from increased availability and accessibility of tobacco products, leading to higher rates of use and associated health risks.
- **Social and economic burdens** due to smoking-related illnesses, which place greater demands on community health resources and increase healthcare costs.
- **Environmental concerns** as cigarette butts and packaging contribute to litter and environmental degradation.
- **Crime and safety challenges**, as a higher concentration of retailers can make it more difficult to monitor and enforce age restrictions and tobacco sales laws.

Attachment: Draft Ordinance (Ordinance for Temporary Moratorium on the Issuance of Tobacco Retailer Permits)

- **Land use issues**, as an overconcentration of tobacco retailers may be found to contribute to visual blight (i.e., frequently found to be in violation of City sign ordinance), result in reduced retail diversity, and alter the character of the community.

These and other concerns highlight the need for thoughtful regulation of tobacco retail uses to protect public health, safety, and overall community well-being.

WHEREAS, the Community Development Department plans to study changes to the City zoning ordinances and other ordinances within a reasonable time to address the foregoing concerns, with which the uses currently authorized by Tobacco Retailer Permits may be in conflict.

WHEREAS, considering the foregoing findings, the City Council further finds that there is a current and immediate threat to the public health, safety, and welfare, and that approval of additional Tobacco Retailer Permits would result in and exacerbate that threat to public health, safety and welfare.

WHEREAS, adoption of the proposed Ordinance is considered a "project" under Section 15378(a)(1) of the California Environmental Quality Act (CEQA).

WHEREAS, the proposed Ordinance may be found categorically exempt from environmental review under Section 15061(b)(3) of the California Environmental Quality Act because it does not create environmental impacts and merely preserves the status quo.

WHEREAS, the proposed Ordinance may also be found categorically exempt under Section 15308 of the California Environmental Quality Act because it is a temporary regulatory action taken by the City pursuant to its police power and in accordance with Government Code Section 65858 in the interest of evaluating and preventing potential environmental harms related to tobacco sales.

WHEREAS, in consideration of the adoption of the subject Ordinance, the City Council provided due consideration of all evidence presented and provided in the entire administrative record.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CAMPBELL DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1 (PURPOSE). This Ordinance establishes urgency measures to implement a temporary moratorium on the issuance of tobacco retailer permits at new locations in the City.

SECTION 2 (MORATORIUM ESTABLISHED). This Ordinance imposes a moratorium on the issuance of any Tobacco Retailer Permit, as set forth by Chapter 5.58 (Tobacco Retailer Permit) of the Campbell Municipal Code. This moratorium shall not apply to the renewal of any existing tobacco retailer's permit previously issued by the City of Campbell.

SECTION 3 (EXCEPTIONS TO THE MORATORIUM). This Ordinance shall not apply to the issuance of Tobacco Retailer Permits for a business operating at the exact same physical location where a valid Tobacco Retailer Permit had been previously issued. For the

Attachment: Draft Ordinance (Ordinance for Temporary Moratorium on the Issuance of Tobacco Retailer Permits)

purposes of this Section, 'same physical location' means the identical tenant space as previously permitted by the City of Campbell for a Tobacco Retailer Permit, in accordance with Chapter 5.58 (Tobacco Retailer Permit) of the Campbell Municipal Code, without any enlargement, relocation, or reconfiguration, that would alter its location or gross floor area within the property.

SECTION 4 (SEVERABILITY). If any section, sentence, clause, phrase, word, or other provision of this Ordinance is for any reason held to be unconstitutional or otherwise invalid, such holding shall not affect the validity of the remaining sections, sentences, clauses, phrases, words or other provisions of this Ordinance, or the validity of this Ordinance, shall stand notwithstanding the invalidity of any section, sentence, clause, phrase, word or other provision.

SECTION 5 (CEQA DETERMINATION) The proposed Ordinance is exempt under Section 15061(b)(3) of the California Environmental Quality Act because it does not create environmental impacts and merely preserves the status quo and under Section 15308 of the California Environmental Quality Act because it is a temporary regulatory action taken by the City pursuant to its police power and in accordance with Government Code Section 65858 in the interest of evaluating and preventing potential environmental harms related to tobacco sales.

SECTION 6 (EFFECTIVE DATES). This Ordinance shall take effect immediately upon its passage and shall remain in effect for 45 days, unless extended or repealed by the City Council in accordance with applicable law.

SECTION 7 (PUBLICATION). The City Clerk shall cause this Ordinance to be published and shall be published, or summary thereof, one time within fifteen (15) days upon passage and adoption in a newspaper of general circulation, such as the Metro Silicon Valley, for the City of Campbell, County of Santa Clara.

PASSED AND ADOPTED this _____ day of _____, 2025, by the following roll call vote:

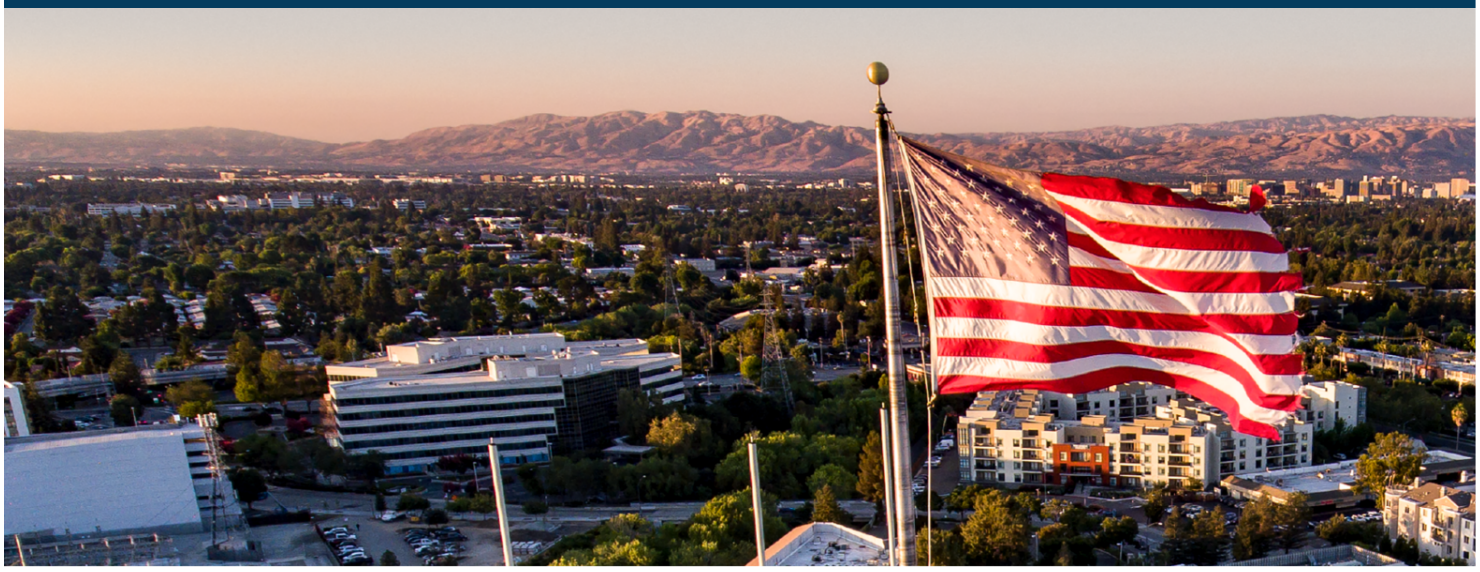
AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:
ABSTAIN: COUNCILMEMBERS:

APPROVED: _____
Sergio Lopez, Mayor

ATTEST: _____
Andrea Sanders, City Clerk

Attachment: Draft Ordinance (Ordinance for Temporary Moratorium on the Issuance of Tobacco Retailer Permits)

Campbell, California
THE ORCHARD CITY



Search Businesses

Search By: Business Type Value: TOBACCO RETAILER PERMIT Search

(•) Active Businesses ( ) Closed Businesses

Account # and Status	Business Name and Information	Contact Informatic
029840	**AU ENERGY LLC / PRUNEYARD SHELL**	Owners / Officers NARESH GOYAL, (5 Emergency Contac Alarm Company

Business Status: Open
Start Date: 1/26/2016
End Date:
License Status: Printed
Issue Date: 1/1/2025
Expire Date: 12/31/2025
Balance Due: 0
State License #
State License Type:
State License Status:
State License Exp Date:

Business Address: 2029 S BASCOM AVE CAMPBELL, CA 95008-3203
Location: Inside
Location Type:
Phone Number: (408) 377-5403
Fax Number:
Email:
Website:
Geo Areas:
License Description:
Business Type: TOBACCO RETAILER PERMIT
Rate Type: STD - RETAIL TOBACCO PERMIT
NAICS: -
SIC: 5993001 - Tobacco Stores And Stands

Attachment: List of Tobacco Retailers in Campbell (Ordinance for Temporary Moratorium on the Issuance of Tobacco Retailer Permits)

Account # and Status	Business Name and Information	Contact Information

027516

Business Status: Open
Start Date: 1/22/2013
End Date:
License Status: Printed
Issue Date: 1/1/2025
Expire Date: 12/31/2025
Balance Due: 0
State License #
State License Type:
State License Status:
State License Exp Date:

SAFEWAY INC - FUEL STATION #3241

Business Address: 900 W HAMILTON AVE CAMPBELL, CA 95008
Location: Inside
Location Type:
Phone Number: (408) 871-1272
Fax Number:
Email: bl_alb@cscglobal.com
Website:
Geo Areas:
License Description:
Business Type: TOBACCO RETAILER PERMIT
Rate Type: STD - RETAIL TOBACCO PERMIT
NAICS: -
SIC: 5993001 - Tobacco Stores And Stands

Owners / Officers
SAFEWAY INC, (623

Emergency Contac
Alarm Company

027525

Business Status: Open
Start Date: 1/23/2013
End Date:
License Status: Printed
Issue Date: 1/1/2025
Expire Date: 12/31/2025
Balance Due: 0
State License #
State License Type:
State License Status:
State License Exp Date:

420 LIFESTYLES INC
420lifestyles Corporation

Business Address: 2345 WINCHESTER BLVD E CAMPBELL, CA 95008-4066
Location: Inside
Location Type:
Phone Number: (408) 370-6869
Fax Number:
Email: frank@420lifestyles.com
Website:
Geo Areas:
License Description:
Business Type: TOBACCO RETAILER PERMIT
Rate Type: STD - RETAIL TOBACCO PERMIT
NAICS: -
SIC: 5993001 - Tobacco Stores And Stands

Owners / Officers
FRANK MORENO, F

Emergency Contac
Alarm Company

Attachment: List of Tobacco Retailers in Campbell (Ordinance for Temporary Moratorium on the Issuance of Tobacco Retailer Permits)

Account # and Status	Business Name and Information	Contact Information

027526

Business Status: Open
Start Date: 1/23/2013
End Date:
License Status: Printed
Issue Date: 1/1/2025
Expire Date: 12/31/2025
Balance Due: 0
State License #
State License Type:
State License Status:
State License Exp Date:

HAMILTON UNION 76

Business Address: 337 E HAMILTON AVE CAMPBELL, CA 95008-0247
Location: Inside
Location Type: Commercial
Phone Number: (408) 866-8363
Fax Number:
Email: khaziri2100@gmail.com
Website:
Geo Areas:
License Description:
Business Type: TOBACCO RETAILER PERMIT
Rate Type: STD - RETAIL TOBACCO PERMIT
NAICS: -
SIC: 5993001 - Tobacco Stores And Stands

Owners / Officers
HAMILTON ASSOC/
Emergency Contac
Alarm Company

027543

Business Status: Open
Start Date: 1/28/2013
End Date:
License Status: Printed
Issue Date: 1/1/2025
Expire Date: 12/31/2025
Balance Due: 0
State License #
State License Type:
State License Status:
State License Exp Date:

ROTTEN ROBBIE #27

Business Address: 2140 WINCHESTER BLVD CAMPBELL, CA 95008-3422
Location: Inside
Location Type: Commercial
Phone Number: (408) 374-2511
Fax Number:
Email:
Website:
Geo Areas:
License Description:
Business Type: TOBACCO RETAILER PERMIT
Rate Type: STD - RETAIL TOBACCO PERMIT
NAICS: -
SIC: 5993001 - Tobacco Stores And Stands

Owners / Officers
ROBINSON OIL COI
Emergency Contac
Alarm Company

Attachment: List of Tobacco Retailers in Campbell (Ordinance for Temporary Moratorium on the Issuance of Tobacco Retailer Permits)

Account # and Status	Business Name and Information	Contact Information

027544

Business Status: Open
Start Date: 1/28/2013
End Date:
License Status: Printed
Issue Date: 1/1/2025
Expire Date: 12/31/2025
Balance Due: 0
State License #
State License Type:
State License Status:
State License Exp Date:

ROTTEN ROBBIE #3

Business Address: 370 E HAMILTON AVE CAMPBELL, CA 95008-0209
Location: Inside
Location Type: Commercial
Phone Number: (408) 378-3611
Fax Number:
Email:
Website:
Geo Areas:
License Description:
Business Type: TOBACCO RETAILER PERMIT
Rate Type: STD - RETAIL TOBACCO PERMIT
NAICS: -
SIC: 5993001 - Tobacco Stores And Stands

Owners / Officers
ROBINSON OIL COI

Emergency Contac
Alarm Company

027554

Business Status: Open
Start Date: 1/30/2013
End Date:
License Status: To Be Printed
Issue Date: 1/1/2025
Expire Date: 12/31/2025
Balance Due: 0
State License # 091229749
State License Type: RETAILER'S LICENSE
State License Status:
State License Exp Date: 6/30/2024

WALGREENS #06585
WALGREEN CO.

Business Address: 1570 W CAMPBELL AVE CAMPBELL, CA 95008-1528
Location: Inside
Location Type:
Phone Number: (408) 374-3038
Fax Number:
Email: taxlicenserenewals@walgreens.com
Website:
Geo Areas:
License Description:
Business Type: TOBACCO RETAILER PERMIT
Rate Type: STD - RETAIL TOBACCO PERMIT
NAICS: -
SIC: 5993001 - Tobacco Stores And Stands

Owners / Officers
WALGREEN CO, (84

Emergency Contac
Alarm Company

Attachment: List of Tobacco Retailers in Campbell (Ordinance for Temporary Moratorium on the Issuance of Tobacco Retailer Permits)

Account # and Status	Business Name and Information	Contact Information

027555

Business Status: Open
Start Date: 1/30/2013
End Date:
License Status: To Be Printed
Issue Date: 1/1/2025
Expire Date: 12/31/2025
Balance Due: 0
State License # 091229540
State License Type: RETAILER'S LICENSE
State License Status:
State License Exp Date: 6/30/2024

WALGREENS #2957
WALGREEN CO.

Business Address: 1660 WINCHESTER BLVD CAMPBELL, CA 95008-1114
Location: Inside
Location Type:
Phone Number: (408) 378-7913
Fax Number:
Email: taxlicenserenewals@walgreens.com
Website:
Geo Areas:
License Description:
Business Type: TOBACCO RETAILER PERMIT
Rate Type: STD - RETAIL TOBACCO PERMIT
NAICS: -
SIC: 5993001 - Tobacco Stores And Stands

Owners / Officers
WALGREEN CO, (84

Emergency Contac
Alarm Company

027557

Business Status: Open
Start Date: 1/30/2013
End Date:
License Status: Balance Due
Issue Date: 1/1/2024
Expire Date: 12/31/2024
Balance Due: 58
State License # 091375426
State License Type: TOBACCO RETAILERS LICENSE
State License Status:
State License Exp Date: 12/31/2024

VAPORS SMOKE SHOP INC

Business Address: 880 W HAMILTON AVE CAMPBELL, CA 95008-0457
Location: Inside
Location Type:
Phone Number: (408) 475-3244
Fax Number:
Email: info@vaporssmokeshop.com
Website:
Geo Areas:
License Description:
Business Type: TOBACCO RETAILER PERMIT
Rate Type: STD - RETAIL TOBACCO PERMIT
NAICS: -
SIC: 5993001 - Tobacco Stores And Stands

Owners / Officers
A LIN/C GIARRATAI

Emergency Contac
Alarm Company

Attachment: List of Tobacco Retailers in Campbell (Ordinance for Temporary Moratorium on the Issuance of Tobacco Retailer Permits)

Account # and Status	Business Name and Information	Contact Information

027560

Business Status: Open
Start Date: 1/30/2013
End Date:
License Status: Printed
Issue Date: 1/1/2025
Expire Date: 12/31/2025
Balance Due: 0
State License #
State License Type:
State License Status:
State License Exp Date:

GANESH GROUP CORPORATION

Business Address: 1860 W CAMPBELL AVE CAMPBELL, CA 95008-1531
Location: Inside
Location Type:
Phone Number: (408) 802-8250
Fax Number:
Email: bhanvadi@gmail.com
Website:
Geo Areas:
License Description:
Business Type: TOBACCO RETAILER PERMIT
Rate Type: STD - RETAIL TOBACCO PERMIT
NAICS: -
SIC: 5993001 - Tobacco Stores And Stands

Owners / Officers
SANJAY BHANVADI

Emergency Contac
Alarm Company

027569

Business Status: Open
Start Date: 2/1/2013
End Date:
License Status: To Be Printed
Issue Date: 2/1/2025
Expire Date: 1/31/2026
Balance Due: 0
State License #
State License Type:
State License Status:
State License Exp Date:

CHEVRON STATIONS INC #1505

Business Address: 1589 S BASCOM AVE CAMPBELL, CA 95008-0603
Location: Inside
Location Type:
Phone Number: (408) 377-9850
Fax Number:
Email: csilicensedesk@chevron.com
Website:
Geo Areas:
License Description:
Business Type: TOBACCO RETAILER PERMIT
Rate Type: STD - RETAIL TOBACCO PERMIT
NAICS: -
SIC: 5993001 - Tobacco Stores And Stands

Owners / Officers
CHEVRON STATION

Emergency Contac
Alarm Company

Attachment: List of Tobacco Retailers in Campbell (Ordinance for Temporary Moratorium on the Issuance of Tobacco Retailer Permits)

Account # and Status	Business Name and Information	Contact Information

027581

Business Status: Open
Start Date: 2/5/2013
End Date:
License Status: To Be Printed
Issue Date: 2/1/2025
Expire Date: 1/31/2026
Balance Due: 0
State License #
State License Type:
State License Status:
State License Exp Date:

7-ELEVEN STORE 2234-14298E

Business Address: 2223 S BASCOM AVE CAMPBELL, CA 95008-4351
Location: Inside
Location Type:
Phone Number: (408) 377-7060
Fax Number:
Email: ELECTRONICRENEWALS@7-11.COM
Website:
Geo Areas:
License Description:
Business Type: TOBACCO RETAILER PERMIT
Rate Type: STD - RETAIL TOBACCO PERMIT
NAICS: -
SIC: 5993001 - Tobacco Stores And Stands

Owners / Officers
AMAR STORES INC, 0567

Emergency Contac
CHRISTINA GIBBS, Christina.Gibbs2@

Alarm Company

027582

Business Status: Open
Start Date: 2/5/2013
End Date:
License Status: Renewal
Issue Date: 2/1/2024
Expire Date: 1/31/2025
Balance Due: 0
State License #
State License Type:
State License Status:
State License Exp Date:

7 ELEVEN #2367-17406C/BUS-21

Business Address: 2335 S WINCHESTER BLVD CAMPBELL, CA 95008
Location: Inside
Location Type:
Phone Number: (408) 370-2055
Fax Number:
Email: electronicrenewals@7-11.com
Website:
Geo Areas:
License Description:
Business Type: TOBACCO RETAILER PERMIT
Rate Type: STD - RETAIL TOBACCO PERMIT
NAICS: -
SIC: 5993001 - Tobacco Stores And Stands

Owners / Officers
PARWINDER DHINI 9753

Emergency Contac
CHRISTINA GIBBS, Christina.Gibbs2@

Alarm Company

Attachment: List of Tobacco Retailers in Campbell (Ordinance for Temporary Moratorium on the Issuance of Tobacco Retailer Permits)

Account # and Status	Business Name and Information	Contact Information

027601

Business Status: Open
Start Date: 2/13/2013
End Date:
License Status: To Be Printed
Issue Date: 2/1/2025
Expire Date: 1/31/2026
Balance Due: 0
State License #
State License Type:
State License Status:
State License Exp Date:

PARK VASONA CHEVRON

Business Address: 3405 S WINCHESTER BLVD CAMPBELL, CA 95008-6844
Location: Inside
Location Type:
Phone Number:
Fax Number:
Email:
Website:
Geo Areas:
License Description:
Business Type: TOBACCO RETAILER PERMIT
Rate Type: STD - RETAIL TOBACCO PERMIT
NAICS: -
SIC: 5993001 - Tobacco Stores And Stands

Owners / Officers
FRANCY AMIDI, (40

Emergency Contac
Alarm Company

030038

Business Status: Open
Start Date: 4/29/2016
End Date:
License Status: Printed
Issue Date: 4/1/2024
Expire Date: 3/31/2025
Balance Due: 0
State License #
State License Type:
State License Status:
State License Exp Date:

CAMPBELL LIQUORS & DELI

Business Address: 479 E CAMPBELL AVE CAMPBELL, CA 95008-2128
Location: Inside
Location Type:
Phone Number: (408) 667-5161
Fax Number:
Email: liquors.campbell@gmail.com
Website:
Geo Areas:
License Description:
Business Type: TOBACCO RETAILER PERMIT
Rate Type: STD - RETAIL TOBACCO PERMIT
NAICS: -
SIC: 5993001 - Tobacco Stores And Stands

Owners / Officers
HARRY PHAM, (408

Emergency Contac
Alarm Company

Attachment: List of Tobacco Retailers in Campbell (Ordinance for Temporary Moratorium on the Issuance of Tobacco Retailer Permits)

Account # and Status	Business Name and Information	Contact Information

027637

Business Status: Open
Start Date: 2/28/2013
End Date:
License Status: Renewal
Issue Date: 2/1/2024
Expire Date: 1/31/2025
Balance Due: 0
State License # 097827541
State License Type: SELLER'S PERMIT
State License Status:
State License Exp Date:

CAMPBELL EXXON
BAY AREA OIL SUPPLY INC

Business Address: 3035 WINCHESTER BLVD CAMPBELL, CA 95008-6540
Location: Inside
Location Type:
Phone Number: (650) 931-0820
Fax Number: (650) 259-9532
Email: bayareaoil@baosinc.com
Website:
Geo Areas:
License Description:
Business Type: TOBACCO RETAILER PERMIT
Rate Type: STD - RETAIL TOBACCO PERMIT
NAICS: -
SIC: 5993001 - Tobacco Stores And Stands

Owners / Officers
JAMES LIN - BAY AI
james.lin@baosinc

Emergency Contac
Alarm Company

027672

Business Status: Open
Start Date: 3/18/2013
End Date:
License Status: Renewal
Issue Date: 3/1/2024
Expire Date: 2/28/2025
Balance Due: 0
State License #
State License Type:
State License Status:
State License Exp Date:

COACH'S SPORTS BAR & GRILL

Business Address: 2240 WINCHESTER BLVD CAMPBELL, CA 95008-3424
Location: Inside
Location Type:
Phone Number: (408) 379-2654
Fax Number:
Email:
Website:
Geo Areas:
License Description:
Business Type: TOBACCO RETAILER PERMIT
Rate Type: STD - RETAIL TOBACCO PERMIT
NAICS: -
SIC: 5993001 - Tobacco Stores And Stands

Owners / Officers
PAGE RAD, (408) 4

Emergency Contac
Alarm Company

Attachment: List of Tobacco Retailers in Campbell (Ordinance for Temporary Moratorium on the Issuance of Tobacco Retailer Permits)

Account # and Status	Business Name and Information	Contact Information

032537

Business Status: Open
Start Date: 9/10/2019
End Date:
License Status: Printed
Issue Date: 9/1/2024
Expire Date: 8/31/2025
Balance Due: 0
State License #
State License Type:
State License Status:
State License Exp Date:

GRAND PETROLEUM INC DBA:CENTRAL GAS

Business Address: 1533 W CAMPBELL AVE CAMPBELL, CA 95008-1527
Location: Inside
Location Type:
Phone Number: (510) 331-8405
Fax Number:
Email:
Website:
Geo Areas:
License Description:
Business Type: TOBACCO RETAILER PERMIT
Rate Type: STD - RETAIL TOBACCO PERMIT
NAICS: -
SIC: 5993001 - Tobacco Stores And Stands

Owners / Officers
AMIN SALKHI, (510

Emergency Contac
Alarm Company

027828

Business Status: Open
Start Date: 5/20/2013
End Date:
License Status: Printed
Issue Date: 5/1/2024
Expire Date: 4/30/2025
Balance Due: 0
State License #
State License Type:
State License Status:
State License Exp Date:

CAMPBELL CIGAR

Business Address: 831 UNION AVE CAMPBELL, CA 95008-5504
Location: Inside
Location Type:
Phone Number: (408) 377-0777
Fax Number:
Email:
Website:
Geo Areas:
License Description:
Business Type: TOBACCO RETAILER PERMIT
Rate Type: STD - RETAIL TOBACCO PERMIT
NAICS: -
SIC: 5993001 - Tobacco Stores And Stands

Owners / Officers
BASS ALSHELEH, (4

Emergency Contac
Alarm Company

Attachment: List of Tobacco Retailers in Campbell (Ordinance for Temporary Moratorium on the Issuance of Tobacco Retailer Permits)

Account # and Status	Business Name and Information	Contact Information

033098

Business Status: Open
Start Date: 10/6/2020
End Date:
License Status: Printed
Issue Date: 10/1/2024
Expire Date: 9/30/2025
Balance Due: 0
State License #
State License Type:
State License Status:
State License Exp Date:

HAZE
AUTUMN MT INC

Business Address: 2050 S BASCOM AVE 5 CAMPBELL, CA 95008-3270
Location: Inside
Location Type:
Phone Number: (714) 356-1811
Fax Number:
Email: haze.tme@gmail.com
Website:
Geo Areas:
License Description:
Business Type: TOBACCO RETAILER PERMIT
Rate Type: STD - RETAIL TOBACCO PERMIT
NAICS: -
SIC: 5993001 - Tobacco Stores And Stands

Owners / Officers
THAER SUNNAA, (7

Emergency Contac
Alarm Company

030726

Business Status: Open
Start Date: 4/12/2017
End Date:
License Status: Printed
Issue Date: 4/1/2024
Expire Date: 3/31/2025
Balance Due: 0
State License #
State License Type:
State License Status:
State License Exp Date:

CALIFORNIA FOOD MART

Business Address: 100 W HAMILTON AVE D CAMPBELL, CA 95008
Location: Inside
Location Type:
Phone Number: (408) 797-6800
Fax Number:
Email:
Website:
Geo Areas:
License Description:
Business Type: TOBACCO RETAILER PERMIT
Rate Type: STD - RETAIL TOBACCO PERMIT
NAICS: -
SIC: 5993001 - Tobacco Stores And Stands

Owners / Officers
HARINDER SINGH

Emergency Contac
Alarm Company

Attachment: List of Tobacco Retailers in Campbell (Ordinance for Temporary Moratorium on the Issuance of Tobacco Retailer Permits)

Account # and Status	Business Name and Information	Contact Information

030930

Business Status: Open
Start Date: 7/17/2017
End Date:
License Status: Printed
Issue Date: 7/1/2024
Expire Date: 6/30/2025
Balance Due: 0
State License #
State License Type:
State License Status:
State License Exp Date:

GARDEN CITY LIQUOR

Business Address: 371 E HAMILTON AVE CAMPBELL, CA 95008-0208
Location: Inside
Location Type:
Phone Number: (408) 888-6474
Fax Number:
Email: gardencityliquor@gmail.com
Website:
Geo Areas:
License Description:
Business Type: TOBACCO RETAILER PERMIT
Rate Type: STD - RETAIL TOBACCO PERMIT
NAICS: -
SIC: 5993001 - Tobacco Stores And Stands

Owners / Officers
AJAY SINGH, (408)

Emergency Contac
Alarm Company

031055

Business Status: Open
Start Date: 9/22/2017
End Date:
License Status: Printed
Issue Date: 9/1/2024
Expire Date: 8/31/2025
Balance Due: 0
State License #
State License Type:
State License Status:
State License Exp Date:

SUNNYOAKS GAS & FOOD MART
BAL STATIONS INC.

Business Address: 2855 S WINCHESTER BLVD CAMPBELL, CA 95008
Location: Inside
Location Type:
Phone Number: (408) 379-8612
Fax Number:
Email: bal@sunnyoakvalero.com
Website:
Geo Areas:
License Description:
Business Type: TOBACCO RETAILER PERMIT
Rate Type: STD - RETAIL TOBACCO PERMIT
NAICS: -
SIC: 5993001 - Tobacco Stores And Stands

Owners / Officers
BAL STATIONS INC,

BALJIT SINGH, (415

Emergency Contac
Alarm Company

Attachment: List of Tobacco Retailers in Campbell (Ordinance for Temporary Moratorium on the Issuance of Tobacco Retailer Permits)

Account # and Status	Business Name and Information	Contact Information

033617

Business Status: Open
Start Date: 7/7/2021
End Date:
License Status: Printed
Issue Date: 7/1/2024
Expire Date: 6/30/2025
Balance Due: 0
State License #
State License Type:
State License Status:
State License Exp Date:

AU ENERGY LLC

Business Address: 570 E HAMILTON AVE CAMPBELL, CA 95008-0210
Location: Inside
Location Type:
Phone Number: (510) 270-3486
Fax Number:
Email:
Website:
Geo Areas:
License Description:
Business Type: TOBACCO RETAILER PERMIT
Rate Type: STD - RETAIL TOBACCO PERMIT
NAICS: -
SIC: 5993001 - Tobacco Stores And Stands

Owners / Officers
VARISH GOYAL, (65

Emergency Contac
Alarm Company

028939

Business Status: Open
Start Date: 11/7/2014
End Date:
License Status: Printed
Issue Date: 11/1/2024
Expire Date: 10/31/2025
Balance Due: 0
State License #
State License Type:
State License Status:
State License Exp Date:

NMSO INC #68117

Business Address: 1370 CAMDEN AVE CAMPBELL, CA 95008-6702
Location: Inside
Location Type:
Phone Number: (909) 394-4728
Fax Number:
Email:
Website:
Geo Areas:
License Description:
Business Type: TOBACCO RETAILER PERMIT
Rate Type: STD - RETAIL TOBACCO PERMIT
NAICS: -
SIC: 5993001 - Tobacco Stores And Stands

Owners / Officers
SAM ANABI, (909)

Emergency Contac
Alarm Company

Attachment: List of Tobacco Retailers in Campbell (Ordinance for Temporary Moratorium on the Issuance of Tobacco Retailer Permits)

Account # and Status	Business Name and Information	Contact Information

031458

Business Status: Open
Start Date: 4/24/2018
End Date:
License Status: Printed
Issue Date: 4/1/2024
Expire Date: 3/31/2025
Balance Due: 0
State License #
State License Type:
State License Status:
State License Exp Date:

CAMPBELL-U-SAVE

Business Address: 1575 S WINCHESTER BLVD A CAMPBELL, CA 95008
Location: Inside
Location Type:
Phone Number: (408) 374-2011
Fax Number:
Email:
Website:
Geo Areas:
License Description:
Business Type: TOBACCO RETAILER PERMIT
Rate Type: STD - RETAIL TOBACCO PERMIT
NAICS: -
SIC: 5993001 - Tobacco Stores And Stands

Owners / Officers
GIRMAI HAGOS, (4

Emergency Contac
Alarm Company

034185

Business Status: Open
Start Date: 7/1/2022
End Date:
License Status: Printed
Issue Date: 7/1/2024
Expire Date: 6/30/2025
Balance Due: 0
State License #
State License Type:
State License Status:
State License Exp Date:

STAY VAPED

Business Address: 2145 S WINCHESTER BLVD 130 CAMPBELL, CA 95008
Location: Inside
Location Type:
Phone Number: (408) 601-9766
Fax Number:
Email: stayvaped408@gmail.com
Website:
Geo Areas:
License Description:
Business Type: TOBACCO RETAILER PERMIT
Rate Type: STD - RETAIL TOBACCO PERMIT
NAICS: -
SIC: 5993001 - Tobacco Stores And Stands

Owners / Officers
NAM NGUYEN, (40

Emergency Contac
Alarm Company

Attachment: List of Tobacco Retailers in Campbell (Ordinance for Temporary Moratorium on the Issuance of Tobacco Retailer Permits)

Account # and Status	Business Name and Information	Contact Information

031673

Business Status: Open
Start Date: 6/29/2018
End Date:
License Status: Printed
Issue Date: 6/1/2024
Expire Date: 5/31/2025
Balance Due: 0
State License #
State License Type:
State License Status:
State License Exp Date:

WESTERN REFINING RETAIL LLC

Business Address: 921 W HAMILTON AVE CAMPBELL, CA 95008-0405
Location: Inside
Location Type:
Phone Number: (972) 828-6862
Fax Number:
Email:
Website:
Geo Areas:
License Description:
Business Type: TOBACCO RETAILER PERMIT
Rate Type: STD - RETAIL TOBACCO PERMIT
NAICS: -
SIC: 5993001 - Tobacco Stores And Stands

Owners / Officers
WESTERN REFININ

Emergency Contac
Alarm Company

031803

Business Status: Open
Start Date: 8/31/2018
End Date:
License Status: Printed
Issue Date: 8/1/2024
Expire Date: 7/31/2025
Balance Due: 0
State License #
State License Type:
State License Status:
State License Exp Date:

CAMPBELL PLAZA BOTTLE SHOP

Business Address: 2345 WINCHESTER BLVD A CAMPBELL, CA 95008
Location: Inside
Location Type:
Phone Number: (408) 378-0209
Fax Number:
Email:
Website:
Geo Areas:
License Description:
Business Type: TOBACCO RETAILER PERMIT
Rate Type: STD - RETAIL TOBACCO PERMIT
NAICS: -
SIC: 5993001 - Tobacco Stores And Stands

Owners / Officers
SIMRANJIT SINGH

Emergency Contac
Alarm Company

Attachment: List of Tobacco Retailers in Campbell (Ordinance for Temporary Moratorium on the Issuance of Tobacco Retailer Permits)

Account # and Status	Business Name and Information	Contact Information

029459

Business Status: Open
Start Date: 7/22/2015
End Date:
License Status: Printed
Issue Date: 7/1/2024
Expire Date: 6/30/2025
Balance Due: 0
State License #
State License Type:
State License Status:
State License Exp Date:

FREDDIE'S LIQUORS

Business Address: 1581 W CAMPBELL AVE N CAMPBELL, CA 95008
Location: Inside
Location Type:
Phone Number: (408) 425-0166
Fax Number:
Email: freddiesliquor7@gmail.com
Website:
Geo Areas:
License Description:
Business Type: TOBACCO RETAILER PERMIT
Rate Type: STD - RETAIL TOBACCO PERMIT
NAICS: -
SIC: 5993001 - Tobacco Stores And Stands

Owners / Officers
JASKARAN KAHLON

Emergency Contac
Alarm Company

034438

Business Status: Open
Start Date: 12/7/2022
End Date:
License Status: Printed
Issue Date: 12/1/2024
Expire Date: 11/30/2025
Balance Due: 0
State License #
State License Type:
State License Status:
State License Exp Date:

GURU SAHAI INC DBA: LIQUOR TOWN

Business Address: 790 W HAMILTON AVE CAMPBELL, CA 95008-0404
Location: Inside
Location Type:
Phone Number: (669) 300-6535
Fax Number:
Email: pb11aulakh@gmail.com
Website:
Geo Areas:
License Description:
Business Type: TOBACCO RETAILER PERMIT
Rate Type: STD - RETAIL TOBACCO PERMIT
NAICS: -
SIC: 5921001 - Liquor Stores

Owners / Officers
GURUSEWAK SING

Emergency Contac
Alarm Company

Attachment: List of Tobacco Retailers in Campbell (Ordinance for Temporary Moratorium on the Issuance of Tobacco Retailer Permits)

Account # and Status	Business Name and Information	Contact Information

031948

Business Status: Open
Start Date: 11/15/2018
End Date:
License Status: Printed
Issue Date: 11/1/2024
Expire Date: 10/31/2025
Balance Due: 0
State License # 251-899040
State License Type: TOBACCO
State License Status:
State License Exp Date: 4/1/2025

VIP SMOKE SHOP
SMOKE OUTLET INC

Business Address: 2389 S WINCHESTER BLVD CAMPBELL, CA 95008-4001
Location: Inside
Location Type:
Phone Number: (408) 374-4030
Fax Number:
Email: bookkeepingplustax@gmail.com
Website:
Geo Areas:
License Description:
Business Type: TOBACCO RETAILER PERMIT
Rate Type: STD - RETAIL TOBACCO PERMIT
NAICS: -
SIC: 5993001 - Tobacco Stores And Stands

Owners / Officers
ABDULSALAM MO

Emergency Contac
Alarm Company

029548

Business Status: Open
Start Date: 8/31/2015
End Date:
License Status: Printed
Issue Date: 8/1/2024
Expire Date: 7/31/2025
Balance Due: 0
State License #
State License Type:
State License Status:
State License Exp Date:

7 ELEVEN STORE #2367-14247D/BUS-22

Business Address: 262 W SUNNYOAKS AVE CAMPBELL, CA 95008-5349
Location: Inside
Location Type:
Phone Number: (408) 376-0773
Fax Number:
Email: electronicrenewals@7-11.com
Website:
Geo Areas:
License Description:
Business Type: TOBACCO RETAILER PERMIT
Rate Type: STD - RETAIL TOBACCO PERMIT
NAICS: -
SIC: 5993001 - Tobacco Stores And Stands

Owners / Officers
MUHAR ENTERPRI

Emergency Contac
CHRISTINA GIBBS,
Christina.Gibbs2@

Alarm Company

Attachment: List of Tobacco Retailers in Campbell (Ordinance for Temporary Moratorium on the Issuance of Tobacco Retailer Permits)

Account # and Status	Business Name and Information	Contact Information

034533

Business Status: Open
Start Date: 2/2/2023
End Date:
License Status: Renewal
Issue Date: 2/1/2024
Expire Date: 1/31/2025
Balance Due: 0
State License #
State License Type:
State License Status:
State License Exp Date:

NORTHSTAR GAS
10151 INTERNATIONAL

Business Address: 1530 W CAMPBELL AVE CAMPBELL, CA 95008-1528
Location: Inside
Location Type:
Phone Number: (408) 379-3850
Fax Number:
Email: abdullahmc2700@gmail.com
Website:
Geo Areas:
License Description:
Business Type: TOBACCO RETAILER PERMIT
Rate Type: STD - RETAIL TOBACCO PERMIT
NAICS: -
SIC: 5993001 - Tobacco Stores And Stands

Owners / Officers
MUSAB ZGHOUL, (

Emergency Contac
Alarm Company

029694

Business Status: Open
Start Date: 11/3/2015
End Date:
License Status: Printed
Issue Date: 11/1/2024
Expire Date: 10/31/2025
Balance Due: 0
State License #
State License Type:
State License Status:
State License Exp Date:

PARK VASONA LIQUORS

Business Address: 3391 WINCHESTER BLVD CAMPBELL, CA 95008-6844
Location: Inside
Location Type: Commercial
Phone Number: (408) 378-8980
Fax Number:
Email: geepeesingh@yahoo.com
Website:
Geo Areas:
License Description:
Business Type: TOBACCO RETAILER PERMIT
Rate Type: STD - RETAIL TOBACCO PERMIT
NAICS: -
SIC: 5993001 - Tobacco Stores And Stands

Owners / Officers
GR LIQUORS INC, (

Emergency Contac
Alarm Company

Attachment: List of Tobacco Retailers in Campbell (Ordinance for Temporary Moratorium on the Issuance of Tobacco Retailer Permits)

Account # and Status	Business Name and Information	Contact Information

035187

Business Status: Open
Start Date: 11/6/2023
End Date:
License Status: Printed
Issue Date: 11/1/2024
Expire Date: 10/31/2025
Balance Due: 0
State License #
State License Type:
State License Status:
State License Exp Date:

URBAN PUFFS
URBAN TME, INC

Business Address: 393 E HAMILTON AVE CAMPBELL, CA 95008-0243
Location: Inside
Location Type:
Phone Number: (951) 488-5455
Fax Number:
Email: shawn@smctaxes.net
Website:
Geo Areas:
License Description:
Business Type: TOBACCO RETAILER PERMIT
Rate Type: STD - RETAIL TOBACCO PERMIT
NAICS: -
SIC: 5993003 - Tobacco Stores\retail

Owners / Officers
URBAN TME, INC, (

THAER SUNNAA, (7
tedsunnaa@gmail.

Emergency Contac
THAER SUNNAA, (7

Alarm Company

035783

Business Status: Open
Start Date: 1/5/2024
End Date:
License Status: Renewal
Issue Date: 1/5/2024
Expire Date: 12/31/2024
Balance Due: 0
State License #
State License Type:
State License Status:
State License Exp Date:

MJ SMOKE SHOP

Business Address: 484 W HAMILTON AVE A CAMPBELL, CA 95008-0548
Location: Inside
Location Type:
Phone Number: (209) 499-0236
Fax Number:
Email: mjsmokeshop408@gmail.com
Website:
Geo Areas:
License Description:
Business Type: TOBACCO RETAILER PERMIT
Rate Type: STD - RETAIL TOBACCO PERMIT
NAICS: -
SIC: 5194001 - Tobacco And Tobacco Products

Owners / Officers
MOHAMED MOHS

Emergency Contac
EMAD MOHSEN, (2

Alarm Company

Attachment: List of Tobacco Retailers in Campbell (Ordinance for Temporary Moratorium on the Issuance of Tobacco Retailer Permits)

Account # and Status	Business Name and Information	Contact Information

036059

Business Status: Open
Start Date: 4/17/2024
End Date:
License Status: Printed
Issue Date: 4/17/2024
Expire Date: 3/31/2025
Balance Due: 0
State License # 245-336224
State License Type: TOBACCO
State License Status:
State License Exp Date:

DREAMY EXOTICS

Business Address: 835 UNION AVE CAMPBELL, CA 95008
Location: Inside
Location Type:
Phone Number: (510) 925-7265
Fax Number:
Email: ss.408campbell@gmail.com
Website:
Geo Areas:
License Description:
Business Type: TOBACCO RETAILER PERMIT
Rate Type: STD - RETAIL TOBACCO PERMIT
NAICS: -
SIC: 5993001 - Tobacco Stores And Stands

Owners / Officers
SALAH MOHAMED

Emergency Contac
Alarm Company

036293

Business Status: Open
Start Date: 7/10/2024
End Date:
License Status: Printed
Issue Date: 7/10/2024
Expire Date: 6/30/2025
Balance Due: 0
State License #
State License Type:
State License Status:
State License Exp Date:

CAMPBELL TOBACCO & MORE
HUMISAN LLC

Business Address: 71 N SAN TOMAS AQUINO RD CAMPBELL, CA 95008-1610
Location: Inside
Location Type:
Phone Number: (510) 488-8047
Fax Number:
Email: humisan2012@gmail.com
Website:
Geo Areas:
License Description:
Business Type: TOBACCO RETAILER PERMIT
Rate Type: STD - RETAIL TOBACCO PERMIT
NAICS: -
SIC: 5993003 - Tobacco Stores\retail

Owners / Officers
HUMISAN LLC, (51(

MOHAMMED HUM

Emergency Contac
MOHAMMED HUM

Alarm Company

Attachment: List of Tobacco Retailers in Campbell (Ordinance for Temporary Moratorium on the Issuance of Tobacco Retailer Permits)

Account # and Status	Business Name and Information	Contact Information

036312

Business Status: Open
Start Date: 7/16/2024
End Date:
License Status: Printed
Issue Date: 7/16/2024
Expire Date: 6/30/2025
Balance Due: 0
State License # 216087456
State License Type: TOBACCO
State License Status:
State License Exp Date:

HAZE
MENT, INC.

Business Address: 469 E CAMPBELL AVE CAMPBELL, CA 95008
Location: Inside
Location Type:
Phone Number: (714) 356-1811
Fax Number:
Email: tedsunnaa@gmail.com
Website:
Geo Areas:
License Description:
Business Type: TOBACCO RETAILER PERMIT
Rate Type: STD - RETAIL TOBACCO PERMIT
NAICS: -
SIC: 5993001 - Tobacco Stores And Stands

Owners / Officers
THAER SUNNAA, O

Emergency Contac
Alarm Company

036574

Business Status: Open
Start Date: 12/16/2024
End Date:
License Status: Printed
Issue Date: 12/16/2024
Expire Date: 11/30/2025
Balance Due: 0
State License #
State License Type:
State License Status:
State License Exp Date:

HAMILTON SMOKE SHOP
HAMILTON SMOKE SHOP LLC

Business Address: 880 W HAMILTON AVE CAMPBELL, CA 95008-0457
Location: Inside
Location Type: Commercial
Phone Number: (510) 328-5787
Fax Number:
Email: swm880@gmail.com
Website:
Geo Areas:
License Description:
Business Type: TOBACCO RETAILER PERMIT
Rate Type: STD - RETAIL TOBACCO PERMIT
NAICS: -
SIC: 5993001 - Tobacco Stores And Stands

Owners / Officers
HAMILTON SMOKE

WADHAH ALDHAH
02/15/1982

Emergency Contac
WADHAH ALDHAH
02/15/1982

Alarm Company

Attachment: List of Tobacco Retailers in Campbell (Ordinance for Temporary Moratorium on the Issuance of Tobacco Retailer Permits)

Account # and Status	Business Name and Information	Contact Information

036799

Business Status: Open
Start Date: 1/27/2025
End Date:
License Status: Pending - New
Issue Date: 1/27/2025
Expire Date: 12/31/2025
Balance Due: 63
State License #
State License Type:
State License Status:
State License Exp Date:

SAGE SMOKE
SAGE SMOKE

Business Address: 484 W HAMILTON AVE CAMPBELL, CA 95008-0548
Location: Inside
Location Type: Commercial
Phone Number: (408) 714-9202
Fax Number:
Email: hashamedsj@gmail.com
Website:
Geo Areas:
License Description:
Business Type: TOBACCO RETAILER PERMIT
Rate Type: STD - RETAIL TOBACCO PERMIT
NAICS: -
SIC: 5993003 - Tobacco Stores\retail

Owners / Officers
HASSAN HAMED, C
hashamedsj@gma

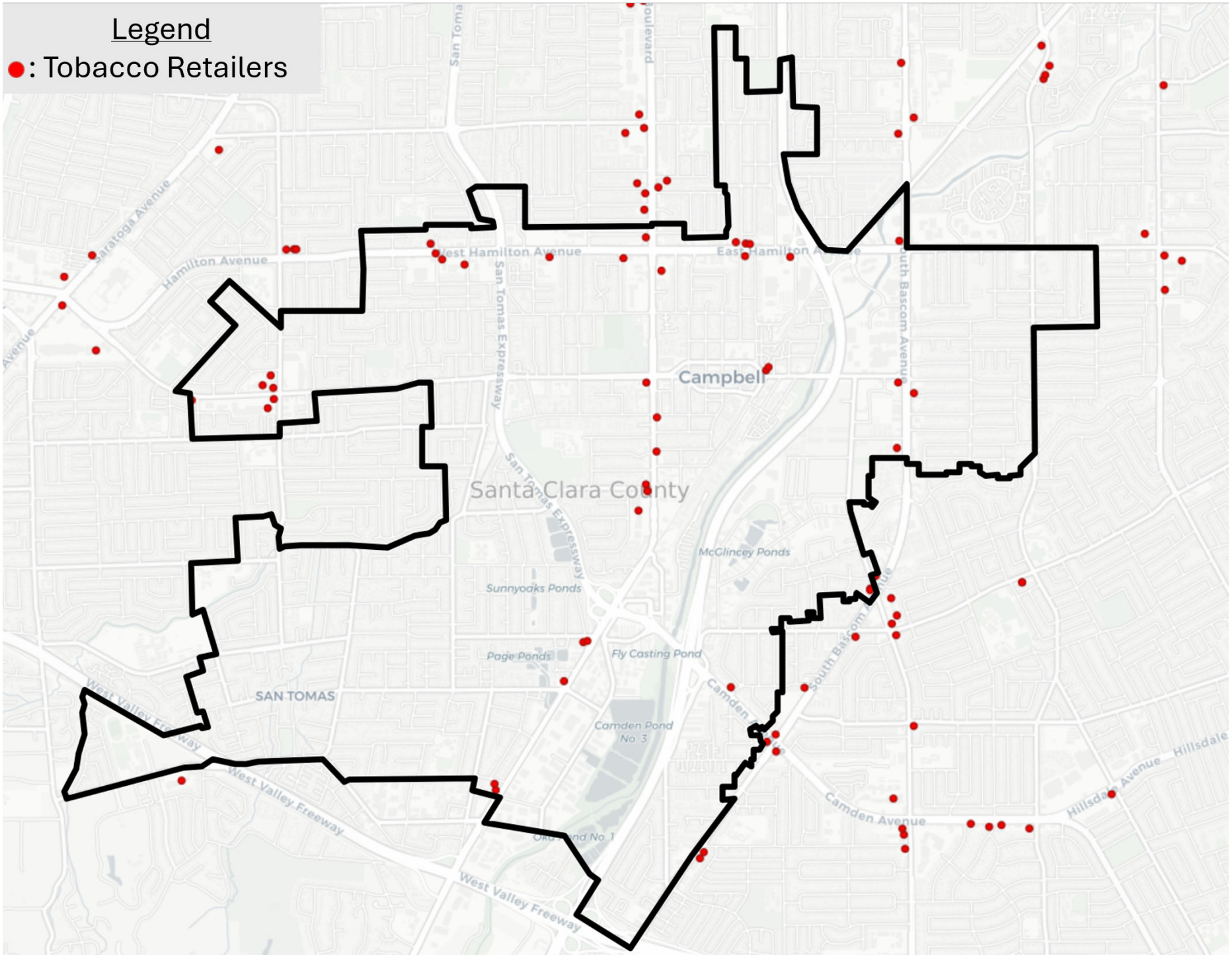
Emergency Contac
HASSAN HAMED, C
hashamedsj@gma

Alarm Company

Total businesses found: 42

Powered by HdL

Attachment: List of Tobacco Retailers in Campbell (Ordinance for Temporary Moratorium on the Issuance of Tobacco Retailer Permits)



Attachment: Map of Tobacco Retailers in Campbell (Ordinance for Temporary Moratorium on the Issuance

City Council Report

Item: 11
Category: PUBLIC HEARINGS AND INTRODUCTION OF ORDINANCES
Meeting Date: March 18, 2025

TITLE: **Ordinance Revising Campbell Municipal Code Chapters 8.38 and 8.40 to Allow Delivery of Lawful Cannabis Products to All Adults in the City of Campbell and Making Other Non-Substantive Changes in Conformance with State Law.**

RECOMMENDED ACTION

That the City Council introduce the ordinance for first reading deleting Campbell Municipal Code Chapter 8.38 and modifying Chapter 8.40 to allow delivery of lawful cannabis products to all adults in the City of Campbell, and making non-substantive changes to conform with State Law, as well as deleting the reference to Chapter 8.38 from Municipal Code section 6.10.020.

BACKGROUND

Current Municipal Code Provisions

Campbell Municipal Code Chapters 8.38 and 8.40 currently allow for the delivery of medicinal cannabis products to qualified patients in Campbell, as well as limited indoor cultivation of cannabis plants for personal use on residential property, in keeping with State Law. However, the current Municipal Code provisions do **not** allow any other commercial cannabis operations, including delivery to the primary caregivers of the qualified patients or to any other adults who do not have the recommendation from a physician. These existing ordinances regulating cannabis were last amended in 2017, by vote of the City's electorate on an initiative submitted by the City Council.

State Regulatory History

Over the last eighteen (18) years, the State has undergone an evolving regulatory landscape with regard to cannabis. Prior to 2016, the State's focus was exclusively on medicinal cannabis use. In 1996, the voters approved Proposition 215, known as the Compassionate Use Act ("CUA"), which decriminalized the use of cannabis for medicinal purposes upon recommendation of a physician. In 2003, the State Legislature adopted the Medical Marijuana Program Act ("MMPA"), which permitted qualified patients and their primary caregivers to associate collectively or cooperatively to cultivate cannabis for medical purposes without being subject to criminal prosecution. Some twelve (12) years later, the Legislature adopted the Medical Cannabis Regulation

and Safety Act ("MCRSA") that collectively established a comprehensive state regulatory framework for the licensing and enforcement of cultivation, manufacturing, retail sale, transportation, storage, delivery, and testing of medicinal cannabis in California.

In 2016, for the first time, the State effectively legalized cannabis for adult recreational use upon the adoption of Proposition 64 known as the Control, Regulate and Tax Adult Use of Marijuana Act ("AUMA"). This Proposition was followed in 2017 by the Legislature's adoption of the Medical and Adult Use Cannabis Regulation and Safety Act ("MAUCRSA"), which established a combined general framework for the regulation of both commercial medical and adult-use cannabis. Then, in 2022, the Legislature adopted the Medicinal Cannabis Patient's Right of Access Act, which purports to *require* cities to allow delivery of medicinal cannabis within their jurisdictions to qualified patients *and their primary caregivers*. Under State Law, a qualified patient is defined as "a person whose physician has recommended the use of cannabis to treat a serious illness . . . or any other chronic or persistent medical condition for which marijuana provides relief';" (Cal. Health & Safety Code §§ 11362.5(b)(1)(A) and 11362.7(h);) and a primary caregiver is defined as "the individual designated by the" [qualified patient] "who has consistently assumed responsibility for the housing, health, or safety of that person." (Cal. Health & Safety Code § 11362.5(e).)

These enactments have changed some of the terminology and statutory sections referenced in the Municipal Code.

Federal Regulation of Cannabis

Under the Federal Controlled Substances Act, codified in 21 U.S.C. Section 801 *et seq*., the use, possession, and cultivation of cannabis remain illegal under Federal Law. However, pursuant to the Rohrabacher-Farr Amendment to the Federal Budget, the Justice Department is precluded from using any Federal resources to prosecute state compliant medicinal cannabis operations in states that have legalized medicinal cannabis. This amendment needs to be reauthorized annually, but so far it has received bi-partisan support.

DISCUSSION

The recommended revisions to the Municipal Code would delete Chapter 8.38 and modify Chapter 8.40 to expand the allowed delivery of cannabis to all adults, whether for medicinal or recreational purposes. It would also revise the terminology and statutory references contained in the Municipal Code to conform with the current State Law provisions, including substituting the term "cannabis" for "marijuana." Additionally, it would remove the reference to the deleted Chapter 8.38 from the definition of "nuisance" contained in Municipal Code section 6.10.020(a)(6)(Q).

Based on data from the City of San Jose, there are 15 licensed cannabis retailers located within approximately 5 miles of the City of Campbell, of which 11 offer delivery services. However, none of these retailers have so far obtained a business license to deliver cannabis in Campbell. Expanding deliveries to include all adults would expand the market for suppliers, which in turn could result in these suppliers obtaining a license to deliver cannabis in Campbell, and make cannabis more available to qualified patients and their primary caregivers.

Given the proximity of the cannabis retailers to residents in Campbell, there is no real need to locate distribution centers within the Campbell city limits; and Campbell's compact size makes it difficult to locate such distribution centers in the City without impacting sensitive uses. Approximately 73% of the City's privately held land is zoned to allow residential use; and no parcel of property in the City is located more than approximately 1,310 feet from a property zoned for residential use. Additionally, the proximity of privately held land in Campbell that is potentially available for a physical location from which to distribute cannabis is further constrained by the presence of schools, daycare operations and youth centers; and under State Law no cannabis business is allowed to be located within 600 feet of such schools, daycare operations and youth centers.

In addition, removing the distinction between deliveries for qualified patients for medicinal use and deliveries for all adults makes practical sense from a law enforcement standpoint as it is extremely difficult for police personnel to determine, in the field, if a delivery is destined for a qualified patient.

Lastly, all deliveries would be subject to Campbell's seven percent (7%) gross receipts tax on cannabis businesses.

FISCAL IMPACT

Assuming that the proposed ordinance results in delivery services obtaining a business license from Campbell, making deliveries in Campbell, and paying to the City of Campbell the taxes due, the City would obtain revenue from the existing seven percent (7%) gross receipts tax on cannabis businesses.

ALTERNATIVES

As an alternative, the Council could adopt an alternative ordinance that limits deliveries to only individuals using it for medicinal purposes and their primary caregivers, and also conforms the Municipal Code to the changes in State statutory terminology and section references.

Prepared by: _____

William Seligmann, City Attorney

Approved by: _____

Angelique Gaeta, Assistant City Manager

Attachment:

a. Recommended Ordinance - Delivery to All Adults
b. Alternative Ordinance - Delivery only for medicinal use

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CAMPBELL DELETING MUNICIPAL CODE CHAPTER 8.38 AND AMENDING CHAPTER 8.40 TO ALLOW DELIVERY OF CANNABIS TO ALL ADULTS AND MAKING OTHER NON-SUBSTANTIVE CLARIFICATIONS; AND DELETING THE REFERENCE TO CHAPTER 8.38 FROM CAMPBELL MUNICIPAL CODE SECTION 6.10.020

WHEREAS, in 1996, the voters of the State of California approved Proposition 215, entitled "The Compassionate Use Act of 1996" ("CUA");

WHEREAS, the intent of the CUA was to decriminalize the possession and use of cannabis for medical purposes by seriously ill Californians under State law once a physician has deemed the use beneficial to a patient's health;

WHEREAS, in 2003, the California Legislature adopted SB 420, the Medical Marijuana Program Act ("MMPA"), which permitted qualified patients and their primary caregivers to associate collectively or cooperatively to cultivate cannabis for medical purposes without being subject to criminal prosecution under the California Penal Code;

WHEREAS, neither the CUA nor the MMPA require or impose an affirmative duty or mandate upon a local government to allow, authorize, or sanction the establishment of facilities that cultivate, dispense, deliver or process medical cannabis within its jurisdiction;

WHEREAS, in May 2013, the California Supreme Court issued its decision in *City of Riverside v. Inland Empire Patients Health and Wellness Center, Inc.*, et al., holding that cities have the authority to ban medical cannabis land uses;

WHEREAS, under the Federal Controlled Substances Act, codified in 21 U.S.C. Section 801 *et seq*., the use, possession, and cultivation of cannabis are unlawful and subject to federal prosecution without regard to a claimed medical need;

WHEREAS, in 2015, California enacted three bills—Assembly Bill 243 (Assembly Bill 266; and Senate Bill 643 — that collectively established a comprehensive state regulatory framework for the licensing and enforcement of cultivation, manufacturing, retail sale, transportation, storage, delivery, and testing of medicinal cannabis in California. This regulatory scheme is known as the Medical Cannabis Regulation and Safety Act ("MCRSA");

WHEREAS, MCRSA became effective January 1, 2016 and contained provisions that govern the cultivating, processing, transporting, testing, and distributing of medical cannabis to qualified patients. MCRSA also contained statutory provisions that:

Attachment: Recommended Ordinance - Delivery to All Adults (Ordinance Revising CMC 8.40)

- Allowed local governments to enact ordinances expressing their intent to prohibit the cultivation of cannabis and their intent not to administer a conditional permit program for the cultivation of cannabis;

- Expressly provided that the Act does not supersede or limit local authority for local law enforcement activity, enforcement of local ordinances, or enforcement of local permit or licensing requirements regarding cannabis;

- Expressly provided that the Act does not limit the authority or remedies of a local government under any provision of law regarding cannabis, including but not limited to a local government's right to make and enforce within its limits all police regulations not in conflict with general laws; and

- Required a local government that wishes to prevent cannabis delivery activity from operating within the local government's boundaries to enact an ordinance affirmatively banning such delivery activity;

WHEREAS, on November 8, 2016, California voters approved Proposition 64, the initiative known as the Control, Regulate and Tax Adult Use of Marijuana Act ("AUMA"), which effectively legalized the adult recreational use of cannabis in California;

WHEREAS, in 2018, the Medical and Adult Use Cannabis Regulation and Safety Act ("MAUCRSA"), establishing a general framework for the regulation of both commercial medical and adult-use cannabis became effective;

WHEREAS, many California cities, as well as the City of Campbell, have reported negative impacts of cannabis processing and dispensing activities, including offensive odors, illegal sales and distribution of cannabis, trespassing, theft, violent robberies and robbery attempts, fire hazards, and problems associated with mold, fungus, and pests;

WHEREAS, cannabis plants, as they begin to flower and for a period of two months or more, produce a strong odor, offensive to many people, and detectable far beyond property boundaries if grown outdoors;

WHEREAS, the strong smell of cannabis creates an attractive nuisance, alerting persons to the location of the valuable plants, and creating a risk of burglary, robbery or armed robbery;

WHEREAS, the indoor cultivation of cannabis has potential adverse effects to the structural integrity of the building, and the use of high wattage grow lights and excessive use of electricity increases the risk of fire which presents a clear and present danger to the building and its occupants;

Attachment: Recommended Ordinance - Delivery to All Adults (Ordinance Revising CMC 8.40)

WHEREAS, based on the experiences of other cities, these negative effects on the public health, safety, and welfare would be likely to occur in the City if cannabis processing, cultivation and storefront dispensing activities are established;

WHEREAS, Section 7 of Article 11 of the California Constitution and Section 2.04.010 of the Campbell Municipal Code provides the City Council with the authority to make and enforce all laws, rules and regulations with respect to not in conflict with general laws, and the power to exercise, or act pursuant to any and all rights, powers, and privileges, or procedures granted or prescribed by any law of the State of California;

WHEREAS, under the Campbell Municipal Code ("CMC") every zoning district in the City of Campbell prohibits any land use inconsistent with state or federal law;

WHEREAS, allowing and regulating the cultivation, processing and storefront dispensing of cannabis within the City limits of the City of Campbell would have a significant impact on the resources of the City;

WHEREAS, on March 1, 2016, the City Council adopted Ordinance No. 2197, which added Chapter 8.38 to the Campbell Municipal Code, expressly prohibiting the processing, dispensing or delivery of cannabis in the City of Campbell;

WHEREAS, AUMA allows the cultivation of up to six (6) plant in a private residence for personal use, while CUA recognizes more expansive rights for qualified patients and primary caregivers;

WHEREAS, on November 1, 2016, the City Council adopted Ordinance No. 2214, in response to AUMA, adding Chapter 8.40 to the Campbell Municipal Code to regulate non-medical cannabis to the extent that it was not already regulated in the City of Campbell;

WHEREAS, the City Council respects the right of qualified patients to use medical cannabis for relief of their ailments; and

WHEREAS, the allowing delivery of medical cannabis from licensed businesses located outside of the City to qualified patients located in the City would be the least onerous way of affording access to patients within the City;

WHEREAS, the City of Campbell is a geographically compact city, with the longest internal distance from border to border being only approximately 4.5 miles;

WHEREAS, approximately 73% of the City's privately held land is zoned to allow residential use; and no parcel of property in the City is located more than approximately 1,310 feet from a property zoned for residential use;

WHEREAS, the proximity of privately held land in Campbell that is potentially available for a physical location from which to distribute cannabis is further constrained by the presence of schools, daycare operations and youth centers;

Attachment: Recommended Ordinance - Delivery to All Adults (Ordinance Revising CMC 8.40)

WHEREAS, there are 15 licensed retail businesses selling cannabis within approximately 5 miles of the City of Campbell, of which 11 offer deliver service, which readily provides for retail sale of cannabis in a timely and readily accessible manner, and in types and quantities that are sufficient to meet demand from medicinal cannabis patients;

WHEREAS, distinguishing between delivery of medicinal cannabis and non-medicinal cannabis presents practical difficulties for enforcement purposes;

NOW THEREFORE, the City Council of the City of Campbell does ordain as follows:

Section 1. The City Council of the City of Campbell hereby finds that the above recitals are true and correct and are incorporated into the substantive portion of this ordinance;

Section 2: Chapter 8.38 of the Campbell Municipal Code is hereby deleted in its entirety, as its substantive provisions have been substantially consolidated into Chapter 8.40;

Section 3: Chapter 8.40 of the Campbell Municipal Code is hereby amended to read as set forth in Attachment A to this ordinance;

Section 4: Subparagraph (Q) of paragraph (6) of subsection (a) of section 6.10.020 of the Campbell Municipal Code is amended by deleting the reference to "8.38," so that the subparagraph reads as follows with strikethroughs (~~strikethroughs~~) indicating deleted text:

> (Q) A violation of any of the provisions of Campbell Municipal Code Chapters 5.24, 5.28, 5.29, 5.30, 5.36, 5.48, 5.58, 6.11, 6.12, 6.19, 6.20, 6.30, 6.40, 8.34, ~~8.38,~~ 8.40, 8.42, 11.04, 11.08, 11.12, 11.16, 11.32, 13.04, or 14.02**,**

Section 5: The City Council finds the approval of this ordinance is not subject to the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activity is not a project as defined in Section 15378) of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, because it has no potential for resulting in physical change to the environment, directly or indirectly. Alternatively, the City Council finds the approval of this ordinance is not a project under CEQA Regulation Section 15061(b)(3) because it has no potential for causing a significant effect on the environment.

Section 6: This ordinance shall be in full force and effect thirty (30) days after its adoption by a majority vote of the City Council. The City Clerk shall cause this ordinance, or a summary thereof, to be published pursuant to applicable law.

Attachment: Recommended Ordinance - Delivery to All Adults (Ordinance Revising CMC 8.40)

PASSED AND ADOPTED this ___ day of _____, 2025 by the following roll call vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

APPROVED:

_____
Sergio Lopez, Mayor

ATTEST:

_____
Andrea Sanders, City Clerk

Attachment: Recommended Ordinance - Delivery to All Adults (Ordinance Revising CMC 8.40)

Attachment A

Title 8 - PUBLIC PEACE, SAFETY AND MORALS
Chapter 8.40 Cannabis

Chapter 8.40 CANNABIS

8.40.010 Legislative Findings and Statement of Purpose.

A. The City Council finds that the prohibitions on cannabis processing, and cannabis distributors, retailers, and microbusinesses are necessary for the preservation and protection of the public health, safety, and welfare for the City and its community. The City Council's prohibition of such activities is within the authority conferred upon the City Council in state law.

B. The "Medicinal and Adult-Use Cannabis Regulation and Safety Act" ("Act") creates a general framework for the regulation of commercial medicinal activity and commercial adult-use cannabis activity in California and contains statutory provisions that:

1. Allow local governments to enforce new and existing ordinances expressing their intent to regulate cannabis businesses (Business & Professions Code § 26200);
2. Expressly provide that the Act does not supersede or limit local authority for local law enforcement activity, enforcement of local ordinances, or enforcement of local permit or licensing requirements regarding cannabis (Business & Professions Code § 26200);
3. Expressly provide that the Act does not prohibit the authority or remedies of a local government regarding cannabis, including but not limited to a local government's right to make and enforce within its limits all police regulations not in conflict with general laws (Business & Professions Code § 26200), and;
4. Require a local government that wishes to regulate cannabis Delivery activity, as defined in Business & Professions Code section 260001(q) of the Act, within the local government's boundaries to enact an ordinance in compliance with Business & Professions Code sections 26200; 26090(f)).

C. The City Council finds that this Chapter: (1) acknowledges that existing provisions of Title 21 of the Campbell Municipal Code currently prohibits cannabis processing, and cannabis distributors, retailers, and microbusinesses in the City, as well as limiting the cultivation of cannabis located on a residence for the personal use of the residents pursuant to Health & Safety Code section 11362.77 for the cultivation of cannabis in the City; (2) exercises its local authority to enact and enforce local regulations and ordinances, including those regarding the permitting, licensing, or other entitlement of the activities regulated by this Chapter; and (3) exercises its police power to enact and enforce regulations for the public benefit, safety, and welfare of the City and its community .

Attachment: Recommended Ordinance - Delivery to All Adults (Ordinance Revising CMC 8.40)

D. The City Council finds that the Delivery of cannabis from licensed Cannabis Retailers, Distributors and Microbusinesses located outside of the City of Campbell provides adequate access to cannabis, including medicinal cannabis, to persons lawfully allowed to use cannabis, including medicinal cannabis patients and their primary caregivers, while presenting the least negative impact on City resources and the quality of life in Campbell.

8.40.020 Definitions.

For purposes of this Chapter, the following definitions shall apply:

A. “Cannabis" means any or all parts of the plant Cannabis sativa Linnaeus, Cannabis indica, or Cannabis ruderalis, whether growing or not; the seeds thereof; the resin whether crude or purified, extracted from any part of the plant; and every compound, Manufacture, salt, derivative, mixture, or preparation of the plant, its seeds or resin, and includes all things covered by section 11018 of the California Health and Safety Code. “Cannabis” as defined in Business and Professions Code section 26001(f), also means the separated resin, whether crude or purified, obtained from Cannabis. “Cannabis” does not include the mature stalks of the plant, fiber produced form the stalks, oil or cake made from the seeds of the plant, any other compound, Manufacture, salt, derivative, mixture, or preparation of the mature stalks (except resin extracted therefrom), fiber, oil, or cake, or the sterilized seed of the plant which is incapable of germination. “Cannabis” does not mean “industrial hemp” as defined by Health & Safety Code section 11018.5. The term "Cannabis" shall also include "medical marijuana" as such phrase was used in the August 2008 Guidelines for the Security and Non-Diversion of Marijuana Grown for Medical Use, as may be amended from time to time, that was issued by the office of the Attorney General for the state of California or subject to the provisions of Health & Safety Code section 11362.5 (Compassionate Use Act of 1996) or Health & Safety Code sections 11362.7 to 11362.83 (Medical Marijuana Program Act); and the term shall also include the substance defined as "Medicinal Cannabis" in section 26001(ak) (Medicinal and Adult-Use Regulation and Safety Act) of the Business & Professions Code or any successor statute thereto;

B. "Cannabis Cultivation" or “Cultivation” means any activity involving the planting, growing, harvesting, drying, curing, grading, or trimming of Cannabis, including but not limited to the creation or maintenance of a nursery or garden;

C. "Cannabis Delivery" or “Delivery” shall have the same meaning as the term "Delivery" defined in Business & Professions Code section 26001(q) or any successor statute thereto;

D. “Cannabis Manufacture” or “Manufacture” shall have the same meaning as “manufacture” which means to compound, blend, extract, infuse, package, label, or otherwise make or prepare a Cannabis product, as defined in Business & Professions Code section 26001(aj) or any successor statute thereto;

Attachment: Recommended Ordinance - Delivery to All Adults (Ordinance Revising CMC 8.40)

E "Cannabis Processing" or “Processing” means any method used to prepare Cannabis or its byproducts for commercial retail and/or wholesale, including but not limited to: drying, cleaning, curing, packaging, and extraction of active ingredients to create Cannabis related products and concentrates; it also includes Cannabis Manufacture;

F. “Commercial Cannabis Activity” includes the Cultivation, possession, Manufacture, distribution, Processing, storing, laboratory testing, packaging, labeling, transportation, Delivery, or sale of Cannabis and Cannabis products, or acting as a Cannabis event organizer for temporary Cannabis events as defined in Business and Professions Code section 26001(l) or any successor statute thereto;

G. “Distributor” means a California Department of Consumer Affairs licensee that is authorized to engage in the distribution of Cannabis and Cannabis products pursuant to Business & Professions Code section 26070;

H. “Marijuana” means the same as Cannabis;

I. "Medical Cannabis Collective" or "Cooperative” or “Collective" means any group that is collectively or cooperatively cultivating and distributing cannabis for medical purposes that is organized in the manner set forth in the August 2008 Guidelines for the Security and Non-Diversion of Marijuana Grown for Medical Use, as may be amended from time to time, that was issued by the office of the Attorney General for the state of California or subject to the provisions of Health & Safety Code section 11362.5 (Compassionate Use Act of 1996) or Health & Safety Code sections 11362.7 to 11362.83 (Medical Marijuana Program Act), or any successor statutes thereto;

J. "Medicinal Cannabis” or “Medicinal Cannabis Product" means Cannabis or a Cannabis product, respectively, intended to be sold or donated for the use pursuant to the Compassionate Use Act 1996 (Proposition 215), found in Section 11362.5 of the Health and Safety Code, by a Medicinal Cannabis patient in California who possesses a physician’s recommendation, or in compliance with any compassionate use, equity, or other similar program administered by a local jurisdiction. Business & Professions Code §26001(ak);

K. “Microbusiness” means a California Department of Consumer Affairs licensee that is authorized pursuant to Business & Professions Code section 26070 to engage in Cultivation of Cannabis on an area less than 10,000 square feet and to act as a licensed Distributor, Level 1 manufacturer, and Retailer, provided such licensee can demonstrate compliance with all requirements imposed by Business & Professions Code section 26000 et seq. on licensed cultivators, Distributors, Level 1 manufacturers, and retailers to the extent the licensee engages in such activities;

L. "Non-medicinal Cannabis" or "Non-medicinal Cannabis Use" means all Commercial Cannabis Activity other than use included within the definition of Medicinal Cannabis;

M. "Private Residence" means a lawfully existing house, an apartment unit, a mobile home or other similar dwelling;

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N. "Qualified Patient" means a person who has a recommendation or approval of a physician to use cannabis for relief from a serious medical condition;

O. “Retailer” means a person authorized to engage in the retail sale and Delivery of Cannabis or Cannabis products to customers pursuant to Business and Professions Code section 26070.

8.40.030 Prohibited Activities; Exceptions.

A. Except as provided in subsections B, C, D and E of this section, Commercial Cannabis Activity which includes Cannabis Processing, Cannabis Delivery, and Cannabis Cultivation shall be prohibited in the City. No use permit, variance, building permit, or any other entitlement, license, or permit, whether administrative or discretionary, shall be approved or issued for Commercial Cannabis Activity in the City, and no person shall otherwise establish or conduct such activities in the City.

B. The prohibitions set forth in subsection (a) shall not apply to the extent that such prohibitions are preempted by applicable State or Federal law.

C. Notwithstanding subsection (a), Cannabis Cultivation is allowed pursuant to Campbell Municipal Code section 8.40.040.

D. Notwithstanding subsection (a), Cannabis Delivery shall be allowed from Cannabis Retailers, Distributors and Microbusinesses located outside of the City of Campbell to individuals in the City of Campbell, subject to the following restrictions:

1. Only Retailers, Distributors and Microbusinesses that are licensed under the applicable laws of the State of California, including but not limited to the California Business and Professions Code sections 26070 and are operating in compliance with the applicable laws of the local jurisdiction in which the Retailer, Distributor and Microbusiness is located shall be allowed to provide Cannabis Delivery in the City of Campbell;

2. Prior to commencing Cannabis Deliveries in the City of Campbell, the Retailers, Distributors, and Microbusinesses shall register with the Police Department of the City of Campbell, and provide proof that the Retailer, Distributor, and Microbusiness is licensed under the applicable laws of the State of California and operating in compliance with the applicable laws of the local jurisdiction in which the Retailer, Distributor, or Microbusiness is physically located;

3. Prior to commencing Cannabis Deliveries in the City of Campbell, the Retailer, Distributor, and Microbusiness shall provide the Campbell Police Department with the names and driver's license numbers of all persons who will be conducting the deliveries; and the Cannabis Delivery operator shall notify the Campbell Police Department of any changes in the identities of the persons conducting the deliveries within twenty-four hours of any change in that information; and

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4. Annually, prior to July 1st of each year, the Retailer, Distributor, and Microbusiness shall provide the Campbell Police Department with proof that the Retailer, Distributor, and Microbusiness license under the applicable laws of the State of California and authorization to operate in the local jurisdiction in which the Retailer, Distributor, or Microbusiness is physically located is current and in effect.

E. Notwithstanding anything contained in this section or Section 8.40.040 to the contrary, the City Council may adopt an ordinance prescribing rules and regulations allowing for the operation of a reasonable and appropriate number of Retailer, Distributor, or Microbusinesses, provided that:

1. No Retailer, Distributor, or Microbusiness shall be located within any zoning district zoned for residential use;
2. No Retailer, Distributor, or Microbusiness shall be located within any Planned Development or Condominium Planned Development zoning district;
3. All Retailer, Distributor, and Microbusiness operations must be conducted within a secured, fully enclosed building;
4. No part of any building containing a Retailer, Distributor, or Microbusiness shall be located within 100 feet of the closest property boundary of any property zoned for residential use or on which a legally existing residential use is being conducted;
5. No part of any building containing a Retailer, Distributor, or Microbusiness shall be located within 100 feet of the closest property boundary of any Planned Development or Condominium Planned Development zoning district;
6. No part of any building containing a Retailer, Distributor, or Microbusiness shall be located within 600 feet of the closest property boundary of any property on which child day care facility or preschool is located;
7. No part of any building containing a Retailer, Distributor, or Microbusiness shall be located within 600 feet of the closest property boundary of any property on which any schools—K—12, whether public or private are located;
8. No part of any building containing a Retailer, Distributor, or Microbusiness shall be located within 600 feet of the closest property boundary of any park or the Campbell Community Center; and
9. No property on which a Retailer, Distributor, or Microbusiness is located shall be located shall be within 600 feet of any other property on which Retailer, Distributor, or Microbusiness is located, as measured from the closest property boundaries.

Nothing contained in this section shall preclude the City Council from adopting more restrictive provisions should the Council determine that such provisions are necessary to protect the public health, safety, or welfare.

Attachment: Recommended Ordinance - Delivery to All Adults (Ordinance Revising CMC 8.40)

8.40.040 Indoor Cultivation.

To the extent that the City is required by State law to allow the Cultivation of Cannabis, the rules set forth in this section shall apply:

A. The Cultivation of Cannabis may take place only inside a lawfully existing and fully enclosed and secure Private Residence, or inside a lawfully existing and fully enclosed and secure accessory structure to a Private Residence that is located on the same parcel as the Private Residence. No Cultivation shall occur outside of a fully enclosed structure;

B. The primary use of the property shall be for a residence;

C. All areas used for Cultivation of Cannabis shall comply with Title 18 (Buildings Codes and Regulations) of the Campbell Municipal Code, as well as all other applicable laws;

D. Indoor grow lights are not allowed in any structure used for human habitation. Indoor grow lights in any other structure shall not exceed 1,000 watts per light, and shall comply with the California Building, Electrical and Fire Codes as adopted by the City;

E. The use of gas products or volatile solvents, or dangerous poisons, toxins or carcinogens (including but not limited to CO_2, butane, propane, natural gas, xylene, styrene, gasoline, kerosene, O2 H2, methanol, iso-propyl alcohol, methylene chloride, acetone, benzene, toluene, and trichloro-ethylene,) or generators for Cultivation of Cannabis is prohibited;

F. Any structure used for the Cultivation of Cannabis must have a ventilation and filtration system installed that shall prevent Cannabis plant odors from exiting the interior of the structure, and designed to prevent mold and moisture and otherwise protect the health and safety of persons residing in the residence and cultivating the Cannabis. This ventilation shall at a minimum consist of a system meeting the requirements of the current, adopted edition of the California Building Code § 1203.4 Natural Ventilation or § 402.3 Mechanical Ventilation (or its equivalent(s));

G. Any accessory structure used for the Cultivation of Cannabis shall be located in the rear yard area of the parcel or premises, and must maintain a minimum setback equal to the greater of (1) the setback imposed pursuant to the applicable zoning provisions of Title 21 of this Code, or (2) ten-feet from any property line. The yard where the structure is maintained must be enclosed by a solid fence at least six feet in height;

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H. Adequate mechanical locking or electronic security systems must be installed as part of the structure prior to the commencement of Cultivation;

I. Non-medicinal Cannabis Cultivation shall be limited to six Cannabis plants per Private Residence, regardless of whether the Cannabis is cultivated inside the residence or in an accessory structure. The limit of six plants per Private Residence shall apply regardless of how many individuals reside at the Private Residence;

J. Except as otherwise provided for in California Health & Safety Code § 11362.77(b), Cannabis Cultivation for medicinal use shall be limited to six mature or 12 immature Cannabis plants per Private Residence, regardless of whether the Cannabis is cultivated inside the residence or in an accessory structure;

K. The residential structure shall remain at all times a residence, with legal and functioning cooking, sleeping and sanitation facilities with proper ingress and egress. No room used for cooking of meals, sleeping or bathing shall be used for Cultivation;

L. Cultivation of Cannabis shall take place only on impervious surfaces;

M. There shall be no exterior evidence of Cannabis Cultivation occurring on the parcel;

N. No more than one room in any structure may be used for Cultivation;

O. The area used for Cannabis Cultivation shall not exceed thirty-two square feet and not exceed ten feet in height per residence. This limit applies regardless of the number of individuals residing in the residence;

P. No room or area in a structure that is used for Cultivation shall be accessible to persons under twenty-one years of age;

Q. Written consent of the property owner to cultivate Cannabis within the residential structure shall be obtained and shall be kept on the premises, and available for inspection by agents of the City;

R. A portable fire extinguisher, that complies with the regulations and standards adopted by the State Fire Marshal and applicable law, shall be kept in any room used for Cultivation of Cannabis;

S. No one other than a full-time resident of the residence shall be involved or take part in the Cultivation;

T. No chemical fertilizers, pesticides, or other chemical agents shall be used for Cannabis Cultivation;

U. The area used for Cannabis Cultivation shall not adversely affect the health or safety of the nearby residents by creating dust, glare, heat, noise, noxious gasses, odor, smoke, traffic, vibration, or other impacts; and shall not be conducted in a manner that is hazardous due to the use or storage of materials, processes, products or wastes, or from other actions related to the Cultivation;

V. The owner and any lessee of the residence upon which Cultivation will occur shall inform the Police Department of the intent to cultivate Cannabis, and obtain all necessary building permits, inspections and approvals prior to the commencement of the Cultivation. No Cultivation shall occur until the premises have been inspected by the Building Division, and found to be incompliance with all applicable laws;

W. Except as otherwise provided for in California Health & Safety Code 11362.77, Cultivation shall be limited exclusively for the personal use of lawful residents of the property on which the Cultivation is occurring.

8.40.050 Public Nuisance.

Any violation of this chapter is hereby declared to be a public nuisance.

8.40.060 Violations.

Any violation of this chapter shall be punishable as provided in Chapter 6.10 Campbell Municipal Code or any successor provisions thereto.

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CAMPBELL AMENDING MUNICIPAL CODE CHAPTERS 8.38 AND 8.40 AND MAKING NON-SUBSTANTIVE CLARIFICATIONS IN CONFORMANCE WITH STATE LAW

WHEREAS, in 1996, the voters of the State of California approved Proposition 215, entitled "The Compassionate Use Act of 1996" ("CUA");

WHEREAS, the intent of the CUA was to decriminalize the possession and use of cannabis for medical purposes by seriously ill Californians under State law once a physician has deemed the use beneficial to a patient's health;

WHEREAS, in 2003, the California Legislature adopted SB 420, the Medical Marijuana Program Act ("MMPA"), which permitted qualified patients and their primary caregivers to associate collectively or cooperatively to cultivate cannabis for medical purposes without being subject to criminal prosecution under the California Penal Code;

WHEREAS, neither the CUA nor the MMPA require or impose an affirmative duty or mandate upon a local government to allow, authorize, or sanction the establishment of facilities that cultivate, dispense, deliver or process medical cannabis within its jurisdiction;

WHEREAS, in May 2013, the California Supreme Court issued its decision in *City of Riverside v. Inland Empire Patients Health and Wellness Center, Inc.*, et al., holding that cities have the authority to ban medical cannabis land uses;

WHEREAS, under the Federal Controlled Substances Act, codified in 21 U.S.C. Section 801 *et seq*., the use, possession, and cultivation of cannabis are unlawful and subject to federal prosecution without regard to a claimed medical need;

WHEREAS, in 2015, California enacted three bills—Assembly Bill 243 (Assembly Bill 266; and Senate Bill 643 — that collectively established a comprehensive state regulatory framework for the licensing and enforcement of cultivation, manufacturing, retail sale, transportation, storage, delivery, and testing of medicinal cannabis in California. This regulatory scheme is known as the Medical Cannabis Regulation and Safety Act ("MCRSA");

WHEREAS, MCRSA became effective January 1, 2016 and contained provisions that govern the cultivating, processing, transporting, testing, and distributing of medical cannabis to qualified patients. MCRSA also contained statutory provisions that:

- Allowed local governments to enact ordinances expressing their intent to prohibit the cultivation of cannabis and their intent not to administer a conditional permit program for the cultivation of cannabis;

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- Expressly provided that the Act does not supersede or limit local authority for local law enforcement activity, enforcement of local ordinances, or enforcement of local permit or licensing requirements regarding cannabis;

- Expressly provided that the Act does not limit the authority or remedies of a local government under any provision of law regarding cannabis, including but not limited to a local government's right to make and enforce within its limits all police regulations not in conflict with general laws; and

- Required a local government that wishes to prevent cannabis delivery activity from operating within the local government's boundaries to enact an ordinance affirmatively banning such delivery activity;

WHEREAS, on November 8, 2016, California voters approved Proposition 64, the initiative known as the Control, Regulate and Tax Adult Use of Marijuana Act ("AUMA"), which effectively legalized the adult recreational use of cannabis in California;

WHEREAS, in 2018, the Medical and Adult Use Cannabis Regulation and Safety Act ("MAUCRSA"), establishing a general framework for the regulation of both commercial medical and adult-use cannabis became effective;

WHEREAS, many California cities, as well as the City of Campbell, have reported negative impacts of cannabis processing and dispensing activities, including offensive odors, illegal sales and distribution of cannabis, trespassing, theft, violent robberies and robbery attempts, fire hazards, and problems associated with mold, fungus, and pests;

WHEREAS, cannabis plants, as they begin to flower and for a period of two months or more, produce a strong odor, offensive to many people, and detectable far beyond property boundaries if grown outdoors;

WHEREAS, the strong smell of cannabis creates an attractive nuisance, alerting persons to the location of the valuable plants, and creating a risk of burglary, robbery or armed robbery;

WHEREAS, the indoor cultivation of cannabis has potential adverse effects to the structural integrity of the building, and the use of high wattage grow lights and excessive use of electricity increases the risk of fire which presents a clear and present danger to the building and its occupants;

WHEREAS, based on the experiences of other cities, these negative effects on the public health, safety, and welfare would be likely to occur in the City if cannabis processing, cultivation and storefront dispensing activities are established;

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WHEREAS, Section 7 of Article 11 of the California Constitution and Section 2.04.010 of the Campbell Municipal Code provides the City Council with the authority to make and enforce all laws, rules and regulations with respect to not in conflict with general laws, and the power to exercise, or act pursuant to any and all rights, powers, and privileges, or procedures granted or prescribed by any law of the State of California;

WHEREAS, under the Campbell Municipal Code ("CMC") every zoning district in the City of Campbell prohibits any land use inconsistent with state or federal law;

WHEREAS, allowing and regulating the cultivation, processing and storefront dispensing of cannabis within the City limits of the City of Campbell would have a significant impact on the resources of the City;

WHEREAS, on March 1, 2016, the City Council adopted Ordinance No. 2197, which added Chapter 8.38 to the Campbell Municipal Code, expressly prohibiting the processing, dispensing or delivery of cannabis in the City of Campbell;

WHEREAS, AUMA allows the cultivation of up to six (6) plant in a private residence for personal use, while CUA recognizes more expansive rights for qualified patients and primary caregivers;

WHEREAS, on November 1, 2016, the City Council adopted Ordinance No. 2214, in response to AUMA, adding Chapter 8.40 to the Campbell Municipal Code to regulate non-medical cannabis to the extent that it was not already regulated in the City of Campbell;

WHEREAS, the City Council respects the right of qualified patients to use medical cannabis for relief of their ailments; and

WHEREAS, the allowing delivery of medical cannabis from licensed businesses located outside of the City to qualified patients located in the City would be the least onerous way of affording access to patients within the City;

WHEREAS, the City of Campbell is a geographically compact city, with the longest internal distance from boarder to boarder being only approximately 4.5 miles;

WHEREAS, approximately 73% of the City's privately held land is zoned to allow residential use; and no parcel of property in the City is located more than approximately 1,310 feet from a property zoned for residential use;

WHEREAS, the proximity of privately held land in Campbell that is potentially available for a physical location from which to distribute cannabis is further constrained by the presence of schools, daycare operations and youth centers;

WHEREAS, there are 15 licensed retail businesses selling cannabis within approximately 5 miles of the City of Campbell, of which 11 offer deliver service, which readily provides for retail sale of cannabis in a timely and readily accessible manner, and

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in types and quantities that are sufficient to meet demand from medicinal cannabis patients;

NOW THEREFORE, the City Council of the City of Campbell does ordain as follows:

Section 1. The City Council of the City of Campbell hereby finds that the above recitals are true and correct and are incorporated into the substantive portion of this ordinance;

Section 2: Chapters 8.38 and 8.40 of the Campbell Municipal Code are hereby amended to read as set forth in Attachment A to this ordinance;

Section 4: The City Council finds the approval of this ordinance is not subject to the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activity is not a project as defined in Section 15378) of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, because it has no potential for resulting in physical change to the environment, directly or indirectly. Alternatively, the City Council finds the approval of this ordinance is not a project under CEQA Regulation Section 15061(b)(3) because it has no potential for causing a significant effect on the environment.

Section 5: This ordinance shall be in full force and effect thirty (30) days after its adoption by a majority vote of the City Council. The City Clerk shall cause this ordinance, or a summary thereof, to be published pursuant to applicable law.

PASSED AND ADOPTED this ___ day of _____, 2025 by the following roll call vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

APPROVED:

_____
Sergio Lopez, Mayor

ATTEST:

_____
Andrea Sanders, City Clerk

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Attachment A

Title 8 - PUBLIC PEACE, SAFETY AND MORALS
Chapter 8.38 MEDICAL CANNABIS & Chapter 8.40 NON-MEDICAL CANNABIS

Chapter 8.38 MEDICAL CANNABIS

8.38.010 Legislative Findings and Statement of Purpose.

A. The City Council finds that the prohibitions on Cannabis processing, and Cannabis distributors, retailers, and microbusinesses are necessary for the preservation and protection of the public health, safety, and welfare for the City and its community. The City Council's prohibition of such activities is within the authority conferred upon the City Council in state law.

B. The "Medicinal and Adult-Use Cannabis Regulation and Safety Act" ("Act") creates a general framework for the regulation of commercial medicinal activity and commercial adult-use Cannabis activity in California and contains statutory provisions that:

1. Allow local governments to enforce new and existing ordinances expressing their intent to regulate Cannabis businesses (Business & Professions Code § 26200);

2. Expressly provide that the Act does not supersede or limit local authority for local law enforcement activity, enforcement of local ordinances, or enforcement of local permit or licensing requirements regarding Cannabis (Business & Professions Code § 26200);

3. Expressly provide that the Act does not prohibit the authority or remedies of a local government regarding Cannabis, including but not limited to a local government's right to make and enforce within its limits all police regulations not in conflict with general laws (Business & Professions Code § 26200), and;

4. Require a local government that wishes to regulate Cannabis Delivery activity, as defined in Business & Professions Code section 260001(q) of the Act, within the local government's boundaries to enact an ordinance in compliance with Business & Professions Code sections 26200; 26090(f)).

C. The City Council finds that this Chapter: (1) acknowledges that existing provisions of Title 21 of the Campbell Municipal Code currently prohibit Cannabis processing, and Cannabis distributors, retailers, and microbusinesses in the City, as well as limiting the cultivation of Cannabis located on a residence for the personal use of the residents pursuant to Health & Safety Code section 11362.77 for the cultivation of Cannabis in the City; (2) exercises its local authority to enact and enforce local regulations and ordinances, including those regarding the permitting, licensing, or other entitlement of the activities prohibited by this Chapter; and (3) exercises its police power to enact and enforce regulations for the public benefit, safety, and welfare of the City and its community .

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D. The City Council recognizes that despite the negative impacts identified above, Cannabis can provide some benefit to Qualified Patients. In this regard, the City Council finds that the delivery of medical Cannabis to Qualified Patients from licensed Cannabis Retailers, Distributors and Microbusinesses located outside of the City of Campbell would provide access to medical Cannabis for those patients seeking such medication, while presenting the least negative impact on City resources and the quality of life in Campbell.

8.38.020 Definitions.

For purposes of this Chapter, the following definitions shall apply:

A. “Cannabis" means any or all parts of the plant Cannabis sativa Linnaeus, Cannabis indica, or Cannabis ruderalis, whether growing or not; the seeds thereof; the resin whether crude or purified, extracted from any part of the plant; and every compound, Manufacture, salt, derivative, mixture, or preparation of the plant, its seeds or resin. “Cannabis” as defined in Business and Professions Code section 26001(f), also means the separated resin, whether crude or purified, obtained from Cannabis. “Cannabis” does not include the mature stalks of the plant, fiber produced form the stalks, oil or cake made from the seeds of the plant, any other compound, Manufacture, salt, derivative, mixture, or preparation of the mature stalks (except resin extracted therefrom), fiber, oil, or cake, or the sterilized seed of the plant which is incapable of germination. “Cannabis” does not mean “industrial hemp” as defined by Health & Safety Code section 11018.5. The term "Cannabis" shall also include "medical marijuana" as such phrase was used in the August 2008 Guidelines for the Security and Non-Diversion of Marijuana Grown for Medical Use, as may be amended from time to time, that was issued by the office of the Attorney General for the state of California or subject to the provisions of Health & Safety Code section 11362.5 (Compassionate Use Act of 1996) or Health & Safety Code sections 11362.7 to 11362.83 (Medical Marijuana Program Act); and the term shall also include the substance defined as "medicinal cannabis" in section 26001(ak) (Medicinal and Adult-Use Regulation and Safety Act) of the Business & Professions Code or any successor statute thereto;

B. "Cannabis Cultivation" or “Cultivation” means any activity involving the planting, growing, harvesting, drying, curing, grading, or trimming of Cannabis, including but not limited to the creation or maintenance of a nursery or garden;

C. "Cannabis Delivery" or “Delivery” shall have the same meaning as the term "delivery" defined in Business & Professions Code section 26001(q) or any successor statute thereto;

D. “Cannabis Manufacture” or “Manufacture” shall have the same meaning as “manufacture” which means to compound, blend, extract, infuse, package, label, or otherwise make or prepare a Cannabis product, as defined in Business & Professions Code section 26001(aj) or any successor statute thereto;

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E "Cannabis Processing" or “Processing” means any method used to prepare Cannabis or its byproducts for commercial retail and/or wholesale, including but not limited to: drying, cleaning, curing, packaging, and extraction of active ingredients to create Cannabis related products and concentrates; it also includes the Cannabis Manufacture;

F. “Commercial Cannabis Activity” includes the Cultivation, possession, Manufacture, distribution, Processing, storing, laboratory testing, packaging, labeling, transportation, Delivery, or sale of Cannabis and Cannabis products, or acting as a Cannabis event organizer for temporary Cannabis events as defined in Business and Professions Code section 26001(l) or any successor statute thereto;

G. “Distributor” means a California Department of Consumer Affairs licensee that is authorized to engage in the distribution of Cannabis and Cannabis products pursuant to Business & Professions Code section 26070;

H. “Marijuana” means the same as Cannabis;

I. "Medical Cannabis Collective" or "Cooperative” or “Collective" means any group that is collectively or cooperatively cultivating and distributing Cannabis for medical purposes that is organized in the manner set forth in the August 2008 Guidelines for the Security and Non-Diversion of Marijuana Grown for medical use, as may be amended from time to time, that was issued by the office of the Attorney General for the state of California or subject to the provisions of Health & Safety Code section 11362.5 (Compassionate Use Act of 1996) or Health & Safety Code sections 11362.7 to 11362.83 (Medical Marijuana Program Act), or any successor statutes thereto;

J. "Medicinal Cannabis” or “Medicinal Cannabis Product" means Cannabis or a Cannabis product, respectively, intended to be sold or donated for the use pursuant to the Compassionate Use Act 1996 (Proposition 215), found in Section 11362.5 of the Health and Safety Code, by a Medicinal Cannabis patient in California who possesses a physician’s recommendation, or in compliance with any compassionate use, equity, or other similar program administered by a local jurisdiction. Business & Professions Code §26001(ak);

K. “Microbusiness” means a California Department of Consumer Affairs licensee that is authorized pursuant to Business & Professions Code section 26070 to engage in Cultivation of Cannabis on an area less than 10,000 square feet and to act as a licensed Distributor, Level 1 manufacturer, and Retailer, provided such licensee can demonstrate compliance with all requirements imposed by Business & Professions Code section 26000 et seq. on licensed cultivators, Distributors, Level 1 manufacturers, and Retailers to the extent the licensee engages in such activities;

L. “Primary Caregiver” means an individual who is eighteen years of age or older designated by a Qualified Patient, who has consistently assumed responsibility for the housing, health, or safety of that Qualified Patient;

M. "Qualified Patient" means a person who has a recommendation or approval of a physician to use Cannabis for relief from a serious medical condition;

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N. “Retailer” means a person authorized to engage in the retail sale and Delivery of Cannabis or Cannabis products to customers pursuant to Business and Professions Code section 26070.

8.38.030 Prohibited Activities; Exceptions.

A. Except as provided in subsections B, C, D and E of this section, Commercial Cannabis Activity which includes Cannabis Processing, Cannabis Delivery, and Cannabis Cultivation shall be prohibited in the City. No use permit, variance, building permit, or any other entitlement, license, or permit, whether administrative or discretionary, shall be approved or issued for Commercial Cannabis Activity Cannabis in the City, and no person shall otherwise establish or conduct such activities in the City.

B. The prohibitions set forth in subsection (a) shall not apply to the extent that such prohibitions are preempted by applicable State or Federal law.

C. Notwithstanding subsection (a), Cannabis Cultivation is allowed pursuant to Campbell Municipal Code section 8.40.040.

D. Notwithstanding subsection (a), Cannabis Delivery shall be allowed from Cannabis Retailers, Distributors and Microbusinesses located outside of the City of Campbell to Qualified Patients and their Primary Caregiver in the City of Campbell, subject to the following restrictions:

1. Only Retailers, Distributors and Microbusinesses that are licensed under the applicable laws of the State of California, including but not limited to the California Business and Professions Code sections 26070 and are operating in compliance with the applicable laws of the local jurisdiction in which the Retailer, Distributor and Microbusiness is located shall be allowed to provide Cannabis Delivery to a Qualified Patient and their Primary Caregiver in the City of Campbell;

2. Prior to commencing Cannabis Deliveries to Qualified Patients or their Primary Caregiver in the City of Campbell, the Retailers, Distributors, and Microbusinesses shall register with the Police Department of the City of Campbell, and provide proof that the Retailer, Distributor, and Microbusiness is licensed under the applicable laws of the State of California and operating in compliance with the applicable laws of the local jurisdiction in which the Retailer, Distributor, or Microbusiness is physically located;

3. Prior to commencing Cannabis Deliveries to Qualified Patients and their Primary Caregiver in the City of Campbell, the Retailer, Distributor, and Microbusiness shall provide the Campbell Police Department with the names and driver's license numbers of all persons who will be conducting the deliveries; and the Cannabis Delivery operator shall notify the Campbell Police Department of any changes in the identities of the persons conducting the deliveries within twenty-four hours of any change in that information; and

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4. Annually, prior to July 1st of each year, the Retailer, Distributor, and Microbusiness shall provide the Campbell Police Department with proof that the Retailer, Distributor, and Microbusiness license under the applicable laws of the State of California and authorization to operate in the local jurisdiction in which the Retailer, Distributor, or Microbusiness is physically located is current and in effect.

E. Notwithstanding anything contained in this section or Section 8.40.040 to the contrary, on or after April 1, 2019, but not before then, the City Council may adopt an ordinance prescribing rules and regulations allowing for the operation of a reasonable and appropriate number of Retailer, Distributor, or Microbusinesses, provided that:

1. No Retailer, Distributor, or Microbusiness shall be located within any zoning district zoned for residential use;
2. No Retailer, Distributor, or Microbusiness shall be located within any Planned Development or Condominium Planned Development zoning district;
3. All Retailer, Distributor, and Microbusiness operations must be conducted within a secured, fully enclosed building;
4. No part of any building containing a Retailer, Distributor, or Microbusiness shall be located within 100 feet of the closest property boundary of any property zoned for residential use or on which a legally existing residential use is being conducted;
5. No part of any building containing a Retailer, Distributor, or Microbusiness shall be located within 100 feet of the closest property boundary of any Planned Development or Condominium Planned Development zoning district;
6. No part of any building containing a Retailer, Distributor, or Microbusiness shall be located within 600 feet of the closest property boundary of any property on which child day care facility or preschool is located;
7. No part of any building containing a Retailer, Distributor, or Microbusiness shall be located within 600 feet of the closest property boundary of any property on which any schools—K—12, whether public or private are located;
8. No part of any building containing a Retailer, Distributor, or Microbusiness shall be located within 600 feet of the closest property boundary of any park or the Campbell Community Center; and
9. No property on which a Retailer, Distributor, or Microbusiness is located shall be located shall be within 600 feet of any other property on which Retailer, Distributor, or Microbusiness is located, as measured from the closest property boundaries.

Nothing contained in this section shall preclude the City Council from adopting more restrictive provisions should the Council determine that such provisions are necessary to protect the public health, safety, or welfare.

Attachment: Alternative Ordinance - Delivery only for medicinal use (Ordinance Revising CMC 8.40)

8.38.040 Public Nuisance.

Any violation of this chapter is hereby declared to be a public nuisance.

8.38.050 Violations.

Any violation of this chapter shall be punishable as provided in Chapter 6.10 Campbell Municipal Code or any successor provisions thereto.

Chapter 8.40 NON-MEDICAL CANNABIS

8.40.010 Legislative Findings and Statement of Purpose.

The City Council finds that the limitations on Cannabis Processing, Delivery, Cultivation, sale and distribution are necessary for the preservation and protection of the public health, safety, and welfare for the City and its community.

8.40.020 Definitions.

For purposes of this Chapter, the following definitions shall apply:

A. Except as otherwise set forth in this section, the definitions contained in section 8.38.020 of this Title shall apply;

B. “Marijuana” means the same as Cannabis;

C. "Non-medicinal Cannabis" or "Non-medicinal Cannabis Use" means all Commercial Cannabis Activity other than use included within the definition of Medicinal Cannabis;

D. "Private Residence" means a lawfully existing house, an apartment unit, a mobile home or other similar dwelling.

8.40.030 Prohibited Activities.

Except as otherwise provided in this Title, California Health and Safety Code § 11362.1, and California Business and Professions Code § 26322, all Non-medicinal Cannabis Use is prohibited in the City of Campbell, including but not limited to Cultivation, Processing, Delivery, and sale.

8.40.040 Indoor Cultivation.

To the extent that the City is required by State law to allow the Cultivation of Cannabis, the rules set forth in this section shall apply:

A. The Cultivation of Cannabis may take place only inside a lawfully existing and fully enclosed and secure Private Residence, or inside a lawfully existing and fully enclosed and secure accessory structure to a Private Residence that is

Attachment: Alternative Ordinance - Delivery only for medicinal use (Ordinance Revising CMC 8.40)

located on the same parcel as the Private Residence. No Cultivation shall occur outside of a fully enclosed structure;

B. The primary use of the property shall be for a residence;

C. All areas used for Cultivation of Cannabis shall comply with Title 18 (Buildings Codes and Regulations) of the Campbell Municipal Code, as well as all other applicable laws;

D. Indoor grow lights are not allowed in any structure used for human habitation. Indoor grow lights in any other structure shall not exceed 1,000 watts per light, and shall comply with the California Building, Electrical and Fire Codes as adopted by the City;

E. The use of gas products or volatile solvents, or dangerous poisons, toxins or carcinogens (including but not limited to CO_2, butane, propane, natural gas, xylene, styrene, gasoline, kerosene, O2 H2, methanol, iso-propyl alcohol, methylene chloride, acetone, benzene, toluene, and trichloro-ethylene,) or generators for Cultivation of Cannabis is prohibited;

F. Any structure used for the Cultivation of Cannabis must have a ventilation and filtration system installed that shall prevent Cannabis plant odors from exiting the interior of the structure, and designed to prevent mold and moisture and otherwise protect the health and safety of persons residing in the residence and cultivating the Cannabis. This ventilation shall at a minimum consist of a system meeting the requirements of the current, adopted edition of the California Building Code § 1203.4 Natural Ventilation or § 402.3 Mechanical Ventilation (or its equivalent(s));

G. Any accessory structure used for the Cultivation of Cannabis shall be located in the rear yard area of the parcel or premises, and must maintain a minimum setback equal to the greater of (1) the setback imposed pursuant to the applicable zoning provisions of Title 21 of this Code, or (2) ten-feet from any property line. The yard where the structure is maintained must be enclosed by a solid fence at least six feet in height;

H. Adequate mechanical locking or electronic security systems must be installed as part of the structure prior to the commencement of Cultivation;

I. Non-medicinal Cannabis Cultivation shall be limited to six Cannabis plants per Private Residence, regardless of whether the Cannabis is cultivated inside the residence or in an accessory structure. The limit of six plants per Private Residence shall apply regardless of how many individuals reside at the Private Residence;

J. Except as otherwise provided for in California Health & Safety Code § 11362.77(b), Cannabis Cultivation for medicinal use shall be limited to six mature or 12 immature Cannabis plants per Private Residence, regardless of whether the Cannabis is cultivated inside the residence or in an accessory structure;

Attachment: Alternative Ordinance - Delivery only for medicinal use (Ordinance Revising CMC 8.40)

K. The residential structure shall remain at all times a residence, with legal and functioning cooking, sleeping and sanitation facilities with proper ingress and egress. No room used for cooking of meals, sleeping or bathing shall be used for Cultivation;

L. Cultivation of Cannabis shall take place only on impervious surfaces;

M. There shall be no exterior evidence of Cannabis Cultivation occurring on the parcel;

N. No more than one room in any structure may be used for Cultivation;

O. The area used for Cannabis Cultivation shall not exceed thirty-two square feet and not exceed ten feet in height per residence. This limit applies regardless of the number of individuals residing in the residence;

P. No room or area in a structure that is used for Cultivation shall be accessible to persons under twenty-one years of age;

Q. Written consent of the property owner to cultivate Cannabis within the residential structure shall be obtained and shall be kept on the premises, and available for inspection by agents of the City;

R. A portable fire extinguisher, that complies with the regulations and standards adopted by the State Fire Marshal and applicable law, shall be kept in any room used for Cultivation of Cannabis;

S. No one other than a full-time resident of the residence shall be involved or take part in the Cultivation;

T. No chemical fertilizers, pesticides, or other chemical agents shall be used for Cannabis Cultivation;

U. The area used for Cannabis Cultivation shall not adversely affect the health or safety of the nearby residents by creating dust, glare, heat, noise, noxious gasses, odor, smoke, traffic, vibration, or other impacts; and shall not be conducted in a manner that is hazardous due to the use or storage of materials, processes, products or wastes, or from other actions related to the Cultivation;

V. The owner and any lessee of the residence upon which Cultivation will occur shall inform the Police Department of the intent to cultivate Cannabis, and obtain all necessary building permits, inspections and approvals prior to the commencement of the Cultivation. No Cultivation shall occur until the premises have been inspected by the Building Division, and found to be incompliance with all applicable laws;

W. Except as otherwise provided for in California Health & Safety Code 11362.77, Cultivation shall be limited exclusively for the personal use of lawful residents of the property on which the Cultivation is occurring.

Attachment: Alternative Ordinance - Delivery only for medicinal use (Ordinance Revising CMC 8.40)

City Council Report

Item: 12
Category: NEW BUSINESS
Meeting Date: March 18, 2025

TITLE: Acceptance of Board and Commission Work Plans

RECOMMENDED ACTION

Accept work plans from the following City Council commissions and boards related to Fiscal Year 2025/2026: Planning Commission, Parks and Recreation Commission, Civic Improvement Commission, Rental Increase Fact Finding Committee, Building Board of Appeals, Historic Preservation Board, and Bicycle and Pedestrian Commission.

BACKGROUND

Every year the City Council (Council) approves an annual budget that includes support for its Council appointed boards and commissions. To help inform the Council's approval process for Fiscal Year 2025/2026 (FY 25/26), the Council invited each board and commission to share its work plan for the upcoming fiscal year. What follows is a summary of the duties of each board and commission as well as their proposed work plans for FY 25/26. Board members, commissioners, and/or staff members will also provide a brief presentation regarding their respective work plans at the March 18, 2025 Council meeting.

DISCUSSION

Section 2.20.030 of the Campbell Municipal Code (CMC) entitled, "Boards—Commissions" is the vehicle with which the Council creates the various boards and commissions that advise the Council and/or review and provide decisions on various administrative processes outlined in the CMC. Specifically, this section provides that "the City Council in a manner and form provided by general law establishes the following Boards and Commissions:

(1)Planning Commission;
(2)Parks and Recreation Commission;
(3)Civic Improvement Commission;
(4)Rental Increase Fact Finding Committee;
(5)Building Board of Appeals;
(6)Historic Preservation Board;
(7)Such other Commissions as are authorized by law and which the City Council deems necessary to appoint."

In order, those boards and commissions are charged with the following tasks:

Planning Commission:

The authority for the work of the Planning Commission is established in California state law and in the CMC. In general, state law defines a planning commission as a committee appointed by the elected legislative body (here, the Council) to review matters related to planning and development and to serve as a general advisory body on land use planning. In turn, the CMC defines the role and responsibilities of the Planning Commission under Chapter 2.24. Taken together, they provide for the primary duties and responsibilities of the Planning Commission as follows:

- To consider and take action on land use development applications, such as Conditional Use Permits, Site and Architectural Review Permits, Planned Development Permits, and subdivision applications;
- To review, take public testimony, and make recommendations to the Council in regard to the City's General Plan, which is a comprehensive, long-term compilation of policies regarding the physical, social and economic development of the City;
- To develop zoning regulations to implement the General Plan, hold public hearings, and make recommendations regarding the adoption of these regulations to the Council; and
- To assist the Council as requested by reviewing and commenting on special projects, studies, and reports and by holding public meetings and hearings to gather public comment.

Please see **Attachment A**, which includes the Planning Commission's proposed work plan for FY 25/26.

Parks And Recreation Commission:

The Parks and Recreation Commission advises the Council on matters relating to the development and maintenance of public recreation and park facilities and provides advice relating to community services programs. More specifically, per CMC Section 2.32.04, the duties of the Parks and Recreation Commission include:

- Acting in an advisory capacity to the Council, the Recreation and Community Services Director, and the Public Works Superintendent in all matters pertaining to public recreation, and public parks and grounds; and, cooperating with other governmental agencies and civic groups in the advancement of sound planning and programming for recreation and parks;
- Formulating policies on recreation and parks for consideration by the Council;
- Advising the Council on policy problems concerned with the park or recreation programs;

- Making periodic inventories of recreation and park services that exist or may be needed, and interpreting the needs of the public to the Council;
- Aiding in coordinating the Recreation and Park Services with the program of other governmental agencies and voluntary organizations; and
- Interpreting the policies and functions of the recreation and park programs to the general public;

Please see **Attachment A**, which includes the Parks and Recreation Commission's proposed work plan for FY 25/26.

Civic Improvement Commission:

Per CMC Section 2.33.040, the duties of the Civic Improvement Commission include the following:

- Act in an advisory capacity to the Council and cooperate with other governmental agencies, civic groups, and voluntary organizations in the areas of cultural and historical needs, health and welfare services, beautification, environment, library needs, and issues related to youth and senior citizens;
- Identify community needs and problems within the scope of concerns assigned to the commission;
- Provide channels for the expression of community needs and problems as previously enumerated;
- Advise the Council as to what available resources could be used to deal with them;
- Interpret the policies and functions of the Civic Improvement Commission to the general public; and
- Promote community interaction in all phases of civic needs as the City of Campbell grows and changes in its new environment.

Please see **Attachment A**, which includes the Civic Improvement Commission's proposed work plan for FY 25/26.

Rental Increase Fact Finding Committee:

Per Chapter 2.36 of the CMC, the Rental Increase Fact Finding Committee's charge is to assist in resolving disputes which are presented to the City by petition. Specifically, the Rental Increase Fact Finding Committee hears complaints brought by tenants or owners involved in rental increase disputes and issues non-binding determinations.

Because the timing of when this committee meets to review issues depends on whether tenants or property owners request their involvement, no proposed work plan is attached.

Building Board Of Appeals:

Section 2.37.030 of the CMC provides that the Building Board of Appeals' duties involve hearing and deciding applicants' appeals from the City's Building Official orders and interpreting various Building and Fire codes on matters pertaining to building construction.

Please see **Attachment A**, which includes the Building Board of Appeals' proposed work plan for FY 25/26.

Historic Preservation Board:

Under Section 2.38.060 of the CMC, the Historic Preservation Board is charged with performing the duties and functions prescribed by the Zoning Code. The Council may also, from time to time, by resolution, prescribe additional powers and duties to the Historic Preservation Board consistent with California state law, including the following:

- Recommending to the Council and advisory commissions measures to implement historic preservation;
- Administering the applicable "Tree Protection Regulations" set forth in Chapter 21.32 of the CMC;
- Performing other advisory functions the Council may from time to time delegate to the Historic Preservation Board; and
- Reviewing new policies affecting historical resources in the community.

Please see **Attachment A**, which includes the Historic Preservation Board's proposed work plan for FY 25/26.

Bicycle and Pedestrian Advisory Committee:

The Bicycle and Pedestrian Advisory Committee guides the development of bicycle and pedestrian planning and policies for the city and makes recommendations to the Council in the use of funds for bicycle- and pedestrian-related capital projects.

Please see **Attachment A**, which includes the Bicycle and Pedestrian Advisory Committee's proposed work plan for FY 25/26.

Youth Commission:

Based on its unique meeting schedule which runs concurrent with the academic school year, the Youth Commission will be bringing its work plan before the Council at a later time. Therefore, their duties and work plan items are not addressed in this report.

FISCAL IMPACT

There is no fiscal impact as a result of accepting this report. Any financial requests associated with any of the above boards and commissions will come through the FY 25/26 Budget process.

ALTERNATIVES

1. Do not accept the report as submitted.
2. Provide other direction to staff.

Prepared by: _____
Angelique Gaeta, Assistant City Manager

Approved by: _____
Brian Loventhal, City Manager

Attachment:

a. FY 2025_ 26 Board and Commission Workplans_03.18.25

ATTACHMENT "A"

PLANNING COMMISSION
***Proposed* Work Plan**
July 1, 2025, to June 30, 2026

#	WORK PLAN ITEMS
1	Schedule, notice, and conduct regular meetings (usually held on the 2nd and 4th Tuesday of each month) for the purpose of carrying out the roles and responsibilities described within this work plan, including making decisions and providing recommendations to the City Council on land use items.
2	Subject to the adopted Workplan of the Community Development Department, it is expected that the Planning Commission will review and provide recommendations on the following legislative actions regarding land use planning: • Miscellaneous Zoning Ordinance Update • Updates to the Multifamily Development and Design Standards • Hamilton Avenue Precise Plan • Historic Preservation Ordinance • Missing Middle Housing Ordinances (SB 10) • Permit streamlining for commercial development • Modifications to the Site and Architectural Review Committee
3	The Planning Commission may also review and provide feedback on the following policy updates due to their relationship to land use planning: • Parks and Recreation Master Plan • Citywide Multimodal Plan • Climate Action Plan • Implementation of the Economic Development Plan
4	The Commission may also create ad-hoc sub-committees to study and make recommendations to the City Council in subject matter areas related to land use planning, implementation of the policies and programs identified in the City's General Plan, and in association with the Community Development Department's Workplan. The Planning Commission currently has active one ad-hoc subcommittee created to study the following issue: • Tools and procedures for Public Outreach and Notification • Evaluation of land use densities for "missing middle" projects
5	Commissioners are encouraged to obtain education and training and each new Commissioner is required to attend the League of California Cities Planning Commissioners Academy for two consecutive years. The Commission would like to explore reconsideration of the current training requirement. During FY 26, the Commissioners will have the opportunity to attend: • California American Planning Association Conference, September, 2025, Monterey CA • California League of California Cities Planning Commissioners Academy, Spring 2026, Location TBD

Attachment: FY 2025_ 26 Board and Commission Workplans_03.18.25 (Acceptance of Board and Commission Work Plans)

ATTACHMENT "A"

PARKS AND RECREATION COMMISSION
***Proposed* Work Plan**
July 1, 2025 to June 30, 2026

	WORK PLAN ITEMS
Goal 1: Enhance Community Engagement and Awareness	
1	Increase community engagement and awareness of Campbell's Parks and Recreation facilities.
2	Regular participation in community engagement events and workshops related to the Parks and Recreation Master Plan.
3	Host a community building event.
4	Actively participate, support and promote local community events hosted by the Recreation Department or other community groups in Campbell.
5	Host at least two Parks and Recreation Commission (PRC) meetings in local parks to engage with the community and raise awareness.
6	Gather information from adults using recreation services to better understand their needs and preferences.
Goal 2: Support Park Improvement and Development	
1	Organize and participate in volunteer-driven park improvement projects, such as tree planting or park clean up events in coordination with another advisory body or community group if possible.
2	Review, provide early input, and prioritize proposed 5-year CIP projects pertaining to parks and recreational facilities.
3	Conduct annual review of funded CIP projects utilizing the Parkland Dedication Fund throughout the current year
4	Advocate for pedestrian and bicycle safety approaching and within the Campbell Community Center as part of park improvements.
Goal 3: Promote Recreation Opportunities	
1	Encourage ongoing involvement in events at the Campbell Community Center, exploring opportunities to support and promote a wide range of recreational activities.
2	Conduct a Park and Recreation Facilities Tour

Attachment: FY 2025_ 26 Board and Commission Workplans_03.18.25 (Acceptance of Board and Commission Work Plans)

ATTACHMENT "A"

CIVIC IMPROVEMENT COMMISSION
***Proposed* Work Plan**
July 1, 2025, to June 30, 2026

#	WORK PLAN ITEMS
1	Work with City staff to administer the *Neighborhood Association Assistance Grant Program* to award a total of approximately $2,500 in grant funds which help offset costs for recognized neighborhood associations for their activities and projects related to: • Building and enhancing neighborhood organization • Increasing communication among neighbors to support interaction across different cultural and age groups • Addressing quality of life, safety, and cleanliness • Enhancing neighborhood pride and identity
2	Work with City staff to administer the City's *Social Service Subgrants Program* to: • Award a total of approximately $65,000 in grant funding to support community agencies that offer programs which serve Campbell residents and provide a critical resource that is not already provided by the City, including, but not limited to: support for victims of domestic violence, legal services for senior adults, an ombudsmen program for seniors in long-term care facilities, and hot meals for those who are low-income and home-bound.
3	Partner with the Campbell Youth Commission to support youth-related activities in the community, by: • Volunteering at specified Youth Commission events (i.e., *Wellness & Opportunity Fair*) • Exploring opportunities to involve the Youth Commission in City events (i.e., *Mayor's State of the City*) • Coordinating with the Youth Commission to run various projects including rock painting and children's art projects.
4	Through the Commission's Capture Campbell Subcommittee, work with City staff to administer the City's *Capture Campbell Youth Photo Contest* and inspire youth (school ages 18 and under) to photograph the community and show residents what Campbell looks like through their eyes; and, work with City staff to engage 3-4 local professional photographers to judge the final work of the contestants.
5	Through the Commission's Campbell Cares Sub-Committee, explore and identify ways to create, promote, and volunteer at events that support mental health wellness and physical well-being of Campbell community members. Projects include: • *Get to Know Campbell* – a promotion of, and participation in, walk and learn events such as the City's downtown walking tours for Campbell's Historic Commercial, Residential, and Civic Buildings • *Community Engagement*

Attachment: FY 2025_ 26 Board and Commission Workplans_03.18.25 (Acceptance of Board and Commission Work Plans)

ATTACHMENT "A"

6	Through the Commission's Explore Art Sub-Committee, identify fund-raising activities and projects to support public art and enhance civic pride in the City. Projects include: • Children's Arts & Crafts, with a focus on Special Events in Downtown Campbell, as appropriate • Consideration of applications submitted through the City's *Mural Wall Program* • *Art Outside the Box* (Phase V)
7	Through the Commission's Neighborhood Association Sub-Committee, review the *Neighborhood Association Assistance Grant Program Council Policy* for potential amendments to better align the policy with the practice of grant administration.
8	Consider and recommend street names to the City Council, as requested, pursuant to City Council Policy 7.12.
9	Work with City staff to administer the *Pilot Beautification Grant* – as funding allows.
10	Partner with the City's Library, Museums, and Senior Center to provide volunteer support for special events, as needed.

Attachment: FY 2025_ 26 Board and Commission Workplans_03.18.25 (Acceptance of Board and Commission Work Plans)

ATTACHMENT "A"

BUILDING BOARD OF APPEALS
***Proposed* Work Plan**
July 1, 2025, to June 30, 2026

#	WORK PLAN ITEMS
1	The Building Board of Appeals has not been active for the past 5 years. However, a recent court ruling in a code enforcement case from the City of Fremont supports the industry moving away from court cases and towards administrative processes. As such, the City anticipates an increase in the need for and use of Building Board of Appeals.

Attachment: FY 2025_ 26 Board and Commission Workplans_03.18.25 (Acceptance of Board and Commission Work Plans)

ATTACHMENT "A"

HISTORIC PRESERVATION BOARD
***Proposed* Work Plan**
July 1, 2025 to June 30, 2026

#	WORK PLAN ITEMS
1	*Prioritize* completion of the Historic Preservation Ordinance and Mills Act Program updates. (Implements General Plan Action COS-5.f and Action COS-5.g) **Note**: FY25 Carryover Item
2	Review and approve the Certified Local Government (CLG) Program annual report in order to maintain the City's CLG status.
3	Schedule, notice, and conduct at least four regular meetings (the minimum required by the City's CLG status) for the purpose of carrying out the roles and responsibilities under the Campbell Municipal Code, including rendering recommendations on planning applications affecting historic properties.
4	Engage in at least one training program (i.e., webinar) relevant to historic preservation hosted by the California Preservation Foundation (CPF), the California Office of Historic Preservation (OHP), the National Alliance of Preservation Commissions, or other reputable preservation organizations, as necessary to maintain CLG status.
5	Budget for the newly selected Board Member (filling a recently vacated seat) to attend the CPF Annual California Preservation Conference in Spring 2026.
6	Form an ad-hoc subcommittee to assist staff in selecting a roster ("bench") of historic preservation consultants.

Attachment: FY 2025_ 26 Board and Commission Workplans_03.18.25 (Acceptance of Board and Commission Work Plans)

ATTACHMENT "A"

BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE
***Proposed* Work Plan**
July 1, 2025, to June 30, 2026

#	WORK PLAN ITEMS
1	Review proposed 2016 Measure B Education and Encouragement Program
2	Provide stakeholder input during the preparation of the City's Hamilton Avenue Public Improvement Plan (formerly called the Hamilton Avenue Precise Plan)
3	Provide stakeholder input during the preparation of the City's Multimodal Transportation Plan
4	Provide stakeholder input during the preparation of the City's Hamilton Avenue/State Route 17 Bicycle Overcrossing Feasibility Study
5	Provide stakeholder input during the preparation of the City's Comprehensive Traffic Safety Action Plan
6	Advise on bicycle- and pedestrian-related enhancements, safety improvements, and plans
7	Advise on grant opportunities (e.g., Transportation Development Act (TDA) Article 3 grant)
8	Advise on promotion and engagement of bicycle and pedestrian facilities.

Attachment: FY 2025_ 26 Board and Commission Workplans_03.18.25 (Acceptance of Board and Commission Work Plans)

City Council Report

Item: 13
Category: NEW BUSINESS
Meeting Date: March 18, 2025

TITLE: Fiscal Year 2025 Mid-Year Financial Update and Budget Adjustments (Resolution/Roll Call Vote)

RECOMMENDED ACTION

Staff recommends that the City Council accept the Fiscal Year 2025 Mid-Year Financial Update Report and adopt a Resolution authorizing the Fiscal Year 2025 Mid-Year Budget Adjustments.

BACKGROUND

The City's Financial policies require staff to provide the City Council with a mid-year financial status update report each fiscal year. The report discusses how the City's year-to-date actual results are progressing with respect to their prior-year actual and current-year budgeted revenues and expenditures, including a discussion of recommended budgetary adjustments, if any. The current mid-year report before Council is for **Fiscal Year (FY) 2025** and the basis for year-end estimates is current trends through December 31, 2024, Executive Team analysis, and discussions with the City's property and sales tax consultants. The main focus of this report will be the General Fund (101), which supports most of the City's ongoing and essential operations, but recommended budgetary adjustments, where necessary, may also be included for other funds as well.

DISCUSSION

Attachment A of this report provides Council with a high-level overview of the items described above *and incorporates mid-year budget corrections and requests* so that their full impact can be seen if approved by Council. Proposed mid-year budget corrections and requests are further detailed in ***Attachment B*** and ***Attachment C***. Furthermore, a full reconciliation of the FY 2025 Adopted Budget to the FY 2025 Amended Budget is shown in ***Attachment D***. This attachment provides a summary of Council approved budgetary adjustments since July 1, 2024, as well as any encumbrance and Capital Improvement Program (CIP) carryovers from FY 2024 that are still expected to be expended.

General Fund Overview

As detailed in the FY 2025 Adopted Budget, the City implemented $3.87 million of short-term corrective strategies in the current fiscal year to achieve a ***fully balanced*** General

Fund; including a temporary hiring freeze, utilization of the City's CalPERS Pension Reserve, utilization of remaining ARPA funds, and other miscellaneous reductions across all City departments. And at the mid-point of FY 2025, despite a number of unexpected expenses and continued inflationary pressures, staff is proposing mid-year budget adjustments that will continue to keep the General Fund ***fully balanced*** by the end of the current fiscal year. This is achieved largely through a proposed utilization of excess vacancy savings over and above what was factored into the FY 2025 Adopted Budget. The FY 2025 Adopted Budget assumed a 2% vacancy savings rate or $906,081 in total assumed savings. As of this report, due to continued turnover and other factors, staff estimates that total General Fund vacancy savings in FY 2025 will equal approximately **$1.87 million**; leaving an excess of approximately **$964,000** ($1,870,000 less $906,081) that could be used for other City purposes and unexpected costs. Thus, as shown later in this report and in ***Attachment B*** and ***Attachment C,*** staff is proposing shifting **$905,887** of this excess vacancy savings to fund higher than expected utility costs, inflationary factors, and other operational needs. Utilization of $905,887 of these excess vacancy savings for other purposes would leave a remaining estimated vacancy savings cushion of approximately $58,000 ($964,000 less $905,887) in the General Fund in FY 2025. If these proposed mid-year adjustments are approved by the City Council, the General Fund will again be ***fully balanced*** in FY 2025; with projected revenues matching projected expenditures. Please note that this does not account for any other unknown and unexpected budget adjustments that might be needed between now and the end of FY 2025. Details on revenues, expenditures, and proposed adjustments will be provided in the following sections:

- **Revenues –** In summary, as of December 31, 2024, General Fund revenues equaled approximately **$25.34 million**; an **increase** of **$2.24 million** or **9.67%** when compared to the same time period last fiscal year, which showed approximately $23.11 million in year-to-date revenues. And when compared to budgetary estimates for FY 2025, revenues are at 36.04%. Last fiscal year at the same time period, General Fund revenues equaled 35.01% of year-end actual revenues. After extensive analysis, staff now expects year-end General Fund revenues for FY 2025 to equal approximately **$70.58 million**; an **increase** of approximately **$271,000** from the budgetary estimates for FY 2025. The following will discuss key factors leading to the revision of year-end revenue estimates:

    - **Property Tax** – FY 2025 Budget Estimate of $22,676,800 vs. Revised Year-End Projection of **$22,894,000** (***increase*** of **$217,200**) – The City relies on property tax estimates from both a consultant as well as the Santa Clara County Office of the Assessor and Controller-Treasurer Department. The latter two County agencies provide quarterly projections and recently provided an update on February 7, 2025. While most property tax categories are tracking very close to initial budgetary estimates for FY 2025, the County expects the City to receive slightly more in Secured Property Tax than originally expected; demonstrating the relative overall strength in core property taxes despite the slowdown in the housing market due to high interest rates and a shortage in supply.

- **Sales Tax** – FY 2025 Budget Estimate of $16,832,986 vs. Revised Year-End Projection of **$16,258,133** (***decrease*** of **$574,853**) – The City relies on sales tax estimates from a qualified consultant. Based on the fact that several of the City's top sales tax producers have moved to other cities in the past few years and a general slowing in sales tax revenue statewide, the sales tax consultant has significantly decreased year-end revenue estimates for FY 2025 and beyond. It may be possible that recent departures can be offset by other sales tax generators in the future, but their departure leaves a significant hole in the City's sales tax base for the immediate future. Staff will continue to monitor the situation and keep Council updated. Implementation of the City's Economic Development Strategic Plan could help in this area as well as Property Tax, Transient Occupancy Tax (TOT), and Permits.

- **Other Taxes** – FY 2025 Budget Estimate of $6,837,860 vs. Revised Year-End Projection of **$6,888,060** (***increase*** of **$50,200**). This revenue category consists of Franchise Taxes, Construction Tax, Business License Tax, Real Property Tax Transfers, and Transient Occupancy Tax (TOT). Most of these categories are expected to meet budgetary estimates in FY 2025 except TOT and Construction Tax; which are projected to miss budgetary estimates by $50,000 and $31,000 respectively; offset fully by greater than expected Real Property Transfer Taxes of $131,000. In regard to TOT, it has been significantly impacted since the pandemic, when it reached a low of $1.6 million annually in FY 2021 after previously averaging $4.7 million annually. While TOT has recovered from those lows and reached $3.75 million in FY 2024, it has seen minimal growth in FY 2025.

- **Licenses and Permits** - FY 2025 Budget Estimate of $6,494,216 vs. Revised Year-End Projection of **$7,191,416** (***increase*** of **$697,200**). This category consists primarily of Community Development Construction Permit Fees and Plan Check Fees. Based on year-to-date activity as well as known and planned developments throughout the remainder of the fiscal year, staff expects a $100,000 increase in Construction Permits and a $600,000 increase in Advanced Plan Check Fees in FY 2025 compared to original budgetary estimates. These increases will be partially offset on the expenditure side by a $330,000 increase in pass through plan checks performed by outside contractors. Nevertheless, the added revenue will still be higher than the added expenses.

- **Intergovernmental Revenue** - FY 2025 Budget Estimate of $1,193,328 vs. Revised Year-End Projection of **$1,120,465** (***decrease*** of **$72,863**). This revenue category largely consists of smaller limited restriction federal, state, and county grants, state mandated cost reimbursements, contractual arson investigator payments from the Santa Clara County Fire

Department. Year-end projections are largely expected to miss budgetary estimates primarily due to not having sufficient staffing to assign to the County of Santa Clara Regional Auto Theft Task Force (RATTF) and not receiving subsequent and estimated reimbursement from RATTF totaling $103,000. This is however partially offset by higher than expected State mandated cost reimbursements of $42,000. The City receives little federal funding in this area that would be under threat from the new administration, but state funding which the City receives could be impacted by federal funding uncertainty. Thus, staff will closely monitor this area in the future and adjust future estimates if needed.

- **Charges for Service** - FY 2025 Budget Estimate of $6,283,915 vs. Revised Year-End Projection of **$6,217,250** (***decrease*** of **$66,665**). This category consists of fee based programs, camps, and classes in the Recreation and Community Services (RCS) Department as well as service fees in the Community Development, Public Works, and Police Departments. The slight downward revision to estimates is largely due to lower than expected ticket sales at the Heritage Theatre. Nevertheless, this is also offset by a decrease in contractual services to operate the Theatre and its events.

- **Leases and Rentals** - FY 2025 Budget Estimate of $3,256,284 vs. Revised Year-End Projection of **$3,153,184** (***decrease*** of **$103,100**). This decrease is due primarily to lower than expected leases and rentals at the Heritage Theatre and the Campbell Community Center.

- **Miscellaneous Revenue** - FY 2025 Budget Estimate of $209,749 vs. Revised Year-End Projection of **$300,322** (***increase*** of **$90,573**). This is a relatively small revenue category for the City consisting of Donations, In-Lieu fees, and other miscellaneous and sporadic revenue sources. The increase in FY 2025 estimates is due primarily to higher than expected insurance claim reimbursements and fees associated with the Camden Resurfacing project.

- **Other Revenue** - FY 2025 Budget Estimate of $66,950 vs. Revised Year-End Projection of **$100,000** (***increase*** of **$22,000**). The increase is due to higher than expected credit card transaction processing fees year-to-date.

- **Expenditures -** As of December 31, 2024, General Fund expenditures equaled approximately **$32.73 million**; an **increase** of **$2.61 million** or **8.68%** when compared to the same time period last fiscal year, which showed approximately $30.11 million in year-to-date expenditures. The large increase in year-to-date expenditures is due to continued and planned increases in service levels since the pandemic, inflation, and negotiated salary and benefit increases across all bargaining groups. As ***Attachment A*** shows, staff also expects year-end General Fund expenditures for FY 2025 to equal approximately **$70.58 million**; an **increase**

of **$390,409** from the budgetary appropriations for FY 2025. This increase is primarily due to unexpected and necessary expenditures, emergency repairs, increased fee based service demand, and inflation. Mid-year cost adjustments will be detailed in the subsequent sections as well as in ***Attachment B*** and ***Attachment C***. The expenditure summary above as well as ***Attachment A*** again reflects *the inclusion of requested mid-year appropriations adjustments* so that their full impact can be seen if approved by Council:

Requested Mid-Year Budget Adjustments (General Fund)

As previously stated, staff recommends budget appropriation **increases** to General Fund expenditure accounts totaling **$390,409** in FY 2025. ***Table 1*** below provides a summary of staff recommendations:

Table 1 – FY 2025 Requested Mid-Year Budget Adjustments to Appropriations (General Fund Only)

DEPARTMENT / DESCRIPTION	AMOUNT
Citywide	
Decrease to labor costs due to expected salary savings across all departments over and above normal 2% vacancy factor and any other salary savings detailed below	($494,887)
City Manager's Office	
Increase to contractual costs due to extended vacancies in critical HR positions	$200,000
Decrease to labor costs due to vacancy savings specific to HR	($200,000)
Increase transfer to IT Fund to support higher than expected equipment and software licensing costs	$143,891
City Clerk's Office	
Increase to office expenses due to ballot measure postage	$16,100
Recreation & Community Services	
Decrease to Temporary Personnel due to lower than expected need at CCC front counter	($6,900)
Increase to Special Departmental due to additional pages added to Activity guide and higher than expected mailing costs	$6,260
Increase to Temporary Personnel in Adult Services due to increased class offerings offset by fee revenues	$25,000
Decrease to Special Community Servies in Adult Services due to one less trip offered than budgeted	($3,000)
Increase to Temporary Personnel at CCC due to increased building attendant staffing to support rental program	$9,724
Increase to Utilities at CCC due to higher than expected costs for PG&E	$130,000
Increase to Maintenance and Operation of Equipment at CCC due to replacement of AV equipment in OCBH	$5,000
Decrease to Other Contractual Services at CCC due to not as many events requiring security as projected in budget	($3,000)

DEPARTMENT / DESCRIPTION	AMOUNT
Decrease to Special Community Services at CCC due to summer concert series not starting until July 2025	($3,000)
Increase to Utilities at Museum due to higher than expected costs for PG&E	$8,200
Increase to Communications Expenses at Heritage Theatre due to inability to cancel Comcast lines as of yet	$1,500
Increase to Office Expense at Heritage Theatre due to purchase of additional tickets	$2,000
Decrease to Special Departmental at Heritage Theatre due to decrease in show expenditures	($7,110)
Decrease to Professional and Special Services at Heritage Theatre based on actual projected needs for reimbursable labor	($58,355)
Increase to Insurance and Surety Bonds at Heritage Theatre due to higher than expected actual premium costs	$752
Decrease to Temporary Personnel in Sports, Aquatics and Fitness based on year to date trends	($50,000)
Increase to Special Departmental in Sports, Aquatics and Fitness due to emergency purchase of replacement pool covers	$11,000
Increase to Other Contractual Services in Sports, Aquatics and Fitness due to increased costs for classes offset by fee revenue	$10,500
Decrease to Special Community Services in Sports, Aquatics and Fitness based on year to date trends	($2,800)
Increase to IT Internal Service Fund Charges to correct a previous error in the FY 2025 Adopted Budget	$20,624
Decrease to Temporary Personnel in Pre-School, Day Camp & Enrichment Classes based on year to date trends	($59,009)
Increase to Special Departmental in Pre-School, Day Camp & Enrichment Classes due to needed purchases of fitness equipment.	$1,000
Decrease to Other Contractual Services in Pre-School, Day Camp & Enrichment Classes based on year to date trends	($25,000)
Decrease to Special Community Services in Pre-School, Day Camp & Enrichment Classes based on year to date trends	($14,082)
Community Development	
Increase to Communications Expenses in CDD Administration due to added cellular service for Unhoused Coordinator	$1,600
Increase to Office Expenses in CDD Administration due to added office needs	$5,000
Increase to Special Departmental in CDD Administration due to added Telecom lawsuit and training; savings by from Cities Association Planning Collaborative	$22,000
Decrease to Professional and Special Services in CDD Administration due to decreased needs MGO Project Manager	($50,000)
Increase to Other Contractual Services in CDD Administration due to need for additional administrative support	$48,000

DEPARTMENT / DESCRIPTION	AMOUNT
Decrease to Overtime in Current Planning based on actual needs less than expected	($37,000)
Increase to Special Departmental in Policy Development due to increased LAFCO costs	$315
Increase to Office Expense in Building Code Regulations due to increased office needs	$3,086
Increase to Professional and Special Services in Building Code Regulations due to Third Party Plan Check Services offset by added revenue	$330,000
Increase to Professional and Special Services in Code Enforcement due to Code Enforcement Hearing Officer	$3,000
Legal Services	
Increase to Professional and Special Services to account outside legal services needed for Measure K litigation and Jane Doe vs Campbell PD litigation	$150,000
Police Department	
Decrease to labor costs due to salary savings specific to Police Communications	($70,000)
Increase to Overtime in Police Communications due to vacancies	$70,000
Public Works	
Increase to Professional and Special Services in Land Development due to outside City surveyor services	$40,000
Decrease to labor costs due to salary savings specific to Building Maintenance	($141,000)
Increase to Maintenance of Buildings/Structures/Grounds in Building Maintenance due to gas line repair at Corp Yard	$80,000
Increase to Maintenance and Operation of Equipment in Building Maintenance due to new sewer pump at City Hall, repair of HVAC unit at City Hall, repair of chiller at CCC Building A, purchase of HVAC units at CCC Building M, purchase of battery backup at 2nd Street Garage	$271,000
Total Recommended Budget Adjustments to Appropriations	**$390,409**

Economic Update (as of March 7, 2025)

Markets were whipsawed the week of March 7th by President Trump's tariff policy announcements, triggering the most significant trade war in decades. Early in the week, the Trump administration announced that tariffs would go into effect on March 4th, with a 25% tariff on goods imported from both Mexico and Canada (except energy at 10%). Additionally, tariffs on goods from China were doubled to 20% from the 10% previously announced. Equity markets plunged on the news, and a flight to quality ensued with U.S. treasury yields plummeting and the curve steepening. All three countries threatened retaliatory tariffs in response.

Subsequently, President Trump announced a one-month delay in automobile tariffs for Canada and Mexico, temporarily calming markets before another nosedive in the equity markets. He then broadened the exemption to all Mexican and Canadian goods covered by the United States-Mexico-Canada Agreement (USMCA) from the 25% tariffs until April 2nd when he is expected to announce broader duties on countries around the world. Markets were rattled as concerns of escalating inflation and slowing economic growth mounted.

The most significant economic release the week of March 7th was the February employment report, which provided evidence of a softening labor market. Nonfarm payrolls rose by 151,000 in February, slightly lower than the consensus of 160,000 jobs, and the last two months were revised down by 2,000. Gains were led by education and health services, transportation, and financial activities, with cutbacks in federal jobs and consumer-oriented fields such as leisure and hospitality and retail. Average hourly earnings ticked up to an increase of 4.0% year-over-year in February from 3.9% in January. The unemployment rate rose to 4.1% from 4.0% as the labor force shrank. The most significant move was in the U6 underemployment rate, which includes those who are marginally attached to the labor force and employed part time for economic reasons. The measure soared to 8.0% in February from 7.5% last month to its highest level since 2021, as more discouraged workers experienced longer separations from the labor market.

By the end of the week (at this time of this writing), the Dow Jones Industrial Average was down approximately 2.5% for the week, and the S&P 500 fell about 3.3% during the week. NASDAQ entered correction territory as prices fell over 10% from peak levels primarily due to a selloff in large technology and artificial intelligence companies. The 2-year U.S. Treasury yield rose about 2 basis points to 4.01%, and the 10-year U.S. Treasury yield increased 11 basis points to 4.32% after some wild swings during the week, resulting in a steeper yield curve. The market is now pricing in three 0.25% rate cuts by the Federal Reserve this year. Staff expects the Federal Reserve to pause at the upcoming March meeting, but to begin lowering rates later this year as economic growth slows.

Economic data from the week of February 28th also painted a mixed picture. The Chicago Fed National Activity Index slipped to -0.03 in January from +0.18, indicating slowing growth. Consumer confidence declined, with the Conference Board's index falling 7 points to 98.3, its steepest drop since August 2021, as concerns over inflation and job security grew. However, nominal incomes rose 0.9%, supported by Social Security cost-of-living adjustments. Initial jobless claims climbed to 242,000, the highest this year, suggesting a potential slowdown in hiring. Inflation showed signs of easing, with the core personal consumption expenditures (PCE) price index rising 0.3% in January and 2.6% year over year.

Despite affordability concerns, the housing market remained resilient. The Case-Shiller Home Price Index 20-City Home Price Index (HPI) reported a 4.5% annual increase in home prices for December, led by New York and Chicago. Mortgage rates fell to 6.8%,

their lowest level this year, offering some relief to buyers. However, pending home sales dropped 4.6% m/m, as rising home prices and borrowing costs continued to strain affordability.

Released the week of February 21st, the Conference Board Leading Economic Index (LEI) fell 0.3% in January, which was below the median estimate of -0.1%. The monthly decline was primarily driven by consumer assessments of future business conditions becoming more pessimistic. This morning's University of Michigan Sentiment Index decreased to 64.7 for February, due to concerns over inflation and the economic outlook. The index reflected more than half of consumers expecting unemployment to rise over the next year. The 1-year inflation outlook remained unchanged at 4.3%, however, long-run inflation expectations moved higher, up from the preliminary report of 3.3% to the final reading of 3.5%.

Economic data released the week of February 14th provided valuable insight into the state of the consumer and inflation. The headline Consumer Price Index (CPI) accelerated to 0.5% m/m and 3.0% y/y in January. The Core CPI, which excludes the volatile food and energy sectors, jumped 0.4% m/m and 3.3% y/y. While seasonal adjustments likely played a role, shelter costs comprised about 30% of the overall rise. Notably, egg prices soared 15% in the month, driven by the avian influenza outbreak that led to mass cullings and supply shortages. At the same time, rising costs in auto insurance, used vehicles, medical care, communication, and airfares also contributed to the hotter than expected inflation reading. The Producer Price Index (PPI) was up 0.4% m/m and 3.5% y/y in January, decelerating slightly from upwardly revised December readings.

Meanwhile, real average hourly earnings rose 1.0% y/y in January, off of a 1.2% increase in the previous month. The Advance Retail Sales report for January fell short of expectations, dropping 0.9% m/m following a +0.7% increase in December. On a year-over-year basis, retail sales were up 4.2% on a seasonally but not price adjusted basis. Motor vehicle and parts dealers gained 6.4% y/y, while restaurants and bars were up 5.4% versus one year ago. The weaker January retail sales estimates versus December were likely due to the upward revisions to the strong holiday shopping season and consumers front loading purchases in anticipation of tariffs.

In California, total nonfarm employment in the state increased by 15,000 jobs over the month of December 2024. However, statewide unemployment increased to a rate of 5.5% in December 2024; higher than the rate of 5.1% in December 2023 and the rate of 5.4% in November 2024. In Santa Clara County, the rate decreased to 3.4% in December 2024; lower than the rate of 4.0% in November and the rate of 3.9% in December 2023. And in Campbell, the rate also remained unchanged at 3.3% in December 2024; equal to the rate of 3.3% in November 2024 and less than the rate of 3.4% in December 2023. At its pandemic high point in April 2020, the Campbell unemployment rate had reached 11.7%.

FISCAL IMPACT

If approved, staff proposed adjustments would result in an increase to General Fund budgeted revenues of **$270,742** and an increase to General Fund budgeted expenditures of **$390,409**; as shown in Attachments A, B, and C. If approved, the General Fund will be fully balanced in FY 2025.

ALTERNATIVES

1. Approve requested budget adjustments, but modify as desired.
2. Do not approve requested budget adjustments, but ask staff to return at a later date with modifications.
3. Provide staff with other direction.

Prepared by: _____
Will Fuentes, Finance Director

Approved by: _____
Brian Loventhal, City Manager

Attachment:

a. Summary of General Fund Revenues vs Expenditures FY 2025 (Mid-Year)
b. Resolution - FY 2025 Mid-Year Adjustments
c. Line-Item Detail for Mid-Year Adjustments (FY 2025)
d. Reconciliation of FY 2025 Adopted Budget to FY 2025 Amended Budget

SUMMARY - Fiscal Year (FY) 2025
Q2 - Ending December 31, 2024
GENERAL FUND

	FY 2025						FY 2024			Year over Year	
	YTD Actuals	Amd. Budget	% of Budget	Year-End Proj	Proj vs Bud		YTD Actuals	Year-End	% of YE	YTD Growth ($)	YTD Growth (%)
REVENUES by Type											
Property Tax	$ 5,446,183	$ 22,676,800	24.02%	$ 22,894,000	$ 217,200	+	$ 5,171,341	$ 21,912,688	23.60%	$ 274,841	5.31%
Sales & Use Taxes	$ 5,285,353	$ 16,832,986	31.40%	$ 16,258,133	$ (574,853)	-	$ 5,619,019	$ 16,549,228	33.95%	$ (333,666)	-5.94%
Other Taxes	$ 2,676,632	$ 6,837,860	39.14%	$ 6,888,060	$ 50,200	+	$ 3,582,033	$ 8,991,899	39.84%	$ (905,400)	-25.28%
Licenses and Permits	$ 3,401,137	$ 6,494,216	52.37%	$ 7,191,416	$ 697,200	+	$ 1,700,441	$ 3,344,255	50.85%	$ 1,700,696	100.01%
Fines/Forfeits/Penalties	$ 32,195	$ 100,000	32.20%	$ 100,000	$ -	=	$ 129,590	$ 172,013	75.34%	$ (97,394)	-75.16%
Investments Income	$ 722,131	$ 1,130,000	63.91%	$ 1,130,000	$ -	=	$ 798,462	$ 1,156,980	69.01%	$ (76,330)	-9.56%
Intergovernmental Revenue	$ 505,833	$ 1,193,328	42.39%	$ 1,120,465	$ (72,863)	-	$ 385,760	$ 1,358,912	28.39%	$ 120,073	31.13%
Charges for Service	$ 2,721,790	$ 6,283,915	43.31%	$ 6,217,250	$ (66,665)	-	$ 2,464,503	$ 6,243,052	39.48%	$ 257,287	10.44%
Leases & Rentals	$ 1,684,298	$ 3,256,284	51.72%	$ 3,153,184	$ (103,100)	-	$ 1,680,002	$ 3,172,449	52.96%	$ 4,296	0.26%
Miscellaneous Revenues	$ 201,594	$ 209,749	96.11%	$ 300,322	$ 90,573	+	$ 119,137	$ 166,659	71.49%	$ 82,457	69.21%
Other Revenues	$ 51,235	$ 66,950	76.53%	$ 100,000	$ 33,050	+	$ 28,159	$ 71,211	39.54%	$ 23,076	81.95%
OFS - Operating Transfers In	$ 1,015,809	$ 2,031,619	50.00%	$ 2,031,619	$ -	=	$ 817,797	$ 1,635,595	50.00%	$ 198,012	24.21%
OFS - Committed / Assigned Reserves	$ 1,598,372	$ 3,196,744	50.00%	$ 3,196,744	$ -	=	$ 610,887	$ 1,221,775	50.00%	$ 987,485	161.65%
TOTAL REVENUES	**$ 25,342,563**	**$ 70,310,451**	**36.04%**	**$ 70,581,193**	**$ 270,742**	+	**$ 23,107,157**	**$ 65,996,741**	**35.01%**	**$ 2,235,406**	**9.67%**
EXPENDITURES by Type											
Salaries	$ 10,510,778	$ 24,232,008	43.38%	$ 23,277,936	$ (954,072)	+	$ 10,441,210	$ 22,214,866	47.00%	$ 69,567	0.67%
Benefits	$ 6,714,825	$ 13,757,598	48.81%	$ 13,757,598	$ -	=	$ 6,189,080	$ 13,217,918	46.82%	$ 525,745	8.49%
Supplies & Services	$ 12,506,053	$ 25,577,978	48.89%	$ 26,757,944	$ 1,179,966	-	$ 11,819,618	$ 23,582,014	50.12%	$ 686,435	5.81%
Rents & Leases	$ 756,615	$ 1,672,829	45.23%	$ 1,693,453	$ 20,624	-	$ 846,726	$ 1,693,453	50.00%	$ (90,112)	-10.64%
Other Charges	$ 72,921	$ 567,900	12.84%	$ 567,900	$ -	=	$ 153,203	$ 555,554	27.58%	$ (80,282)	-52.40%
Capital Outlay	$ 64,787	$ 165,791	39.08%	$ 165,791	$ -	=	$ 12,432	$ 91,604	13.57%	$ 52,355	421.12%
Operating Transfers Out	$ 1,087,150	$ 2,190,963	49.62%	$ 2,334,854	$ 143,891	-	$ -	$ 3,298,036	0.00%	$ 1,087,150	N/A
Capital Transfers Out	$ 1,012,858	$ 2,025,716	50.00%	$ 2,025,716	$ -	=	$ 650,185	$ 1,300,370	50.00%	$ 362,673	55.78%
TOTAL EXPENDITURES	**$ 32,725,986**	**$ 70,190,783**	**46.62%**	**$ 70,581,193**	**$ 390,409**	-	**$ 30,112,455**	**$ 65,953,816**	**45.66%**	**$ 2,613,530**	**8.68%**
EXPENDITURES by Department											
City Council	$ 193,344	$ 369,643	52.31%	$ 369,643	$ -	=	$ 183,112	$ 382,888	47.82%	$ 10,232	5.59%
City Manager's Office	$ 1,206,989	$ 3,561,553	33.89%	$ 3,561,553	$ -	=	$ 1,506,698	$ 3,364,867	44.78%	$ (299,709)	-19.89%
City Clerk's Office	$ 317,900	$ 814,446	39.03%	$ 830,546	$ 16,100	-	$ 236,354	$ 507,738	46.55%	$ 81,546	34.50%
Recreation & Comm Srvcs	$ 3,547,950	$ 7,686,121	46.16%	$ 7,685,424	$ (696)	+	$ 3,191,187	$ 6,801,733	46.92%	$ 356,762	11.18%
Finance	$ 1,134,622	$ 2,597,448	43.68%	$ 2,597,448	$ -	=	$ 1,086,113	$ 2,358,862	46.04%	$ 48,508	4.47%
Community Development	$ 2,133,716	$ 5,360,845	39.80%	$ 5,686,846	$ 326,001	-	$ 1,737,904	$ 3,941,430	44.09%	$ 395,812	22.78%
Legal Services	$ 299,754	$ 595,402	50.34%	$ 745,402	$ 150,000	-	$ 330,615	$ 633,638	52.18%	$ (30,861)	-9.33%
Police Department	$ 10,823,793	$ 23,617,126	45.83%	$ 23,617,126	$ -	=	$ 10,485,723	$ 22,749,510	46.09%	$ 338,071	3.22%
Fire Services	$ 5,613,466	$ 11,226,931	50.00%	$ 11,226,931	$ -	=	$ 5,430,459	$ 10,860,918	50.00%	$ 183,006	3.37%
Public Works	$ 3,259,307	$ 7,382,948	44.15%	$ 7,632,948	$ 250,000	-	$ 3,100,895	$ 6,801,855	45.59%	$ 158,412	5.11%
COVID-19 (Payroll)	$ -	$ -	N/A	$ -	$ -	=	$ -	$ -	N/A	$ -	N/A
COVID-19 (Non-Payroll)	$ -	$ -	N/A	$ -	$ -	=	$ -	$ -	N/A	$ -	N/A
Non-Departmental (Other)	$ 4,195,145	$ 6,978,322	60.12%	$ 6,627,326	$ (350,996)	+	$ 2,823,395	$ 7,550,376	37.39%	$ 1,371,750	48.59%
TOTAL EXPENDITURES	**$ 32,725,986**	**$ 70,190,783**	**46.62%**	**$ 70,581,193**	**$ 390,409**	-	**$ 30,112,455**	**$ 65,953,816**	**45.66%**	**$ 2,613,530**	**8.68%**
Revenues vs. Expenditures	$ (7,383,423)	$ 119,668		$ -			$ (7,005,298)	$ 42,925			

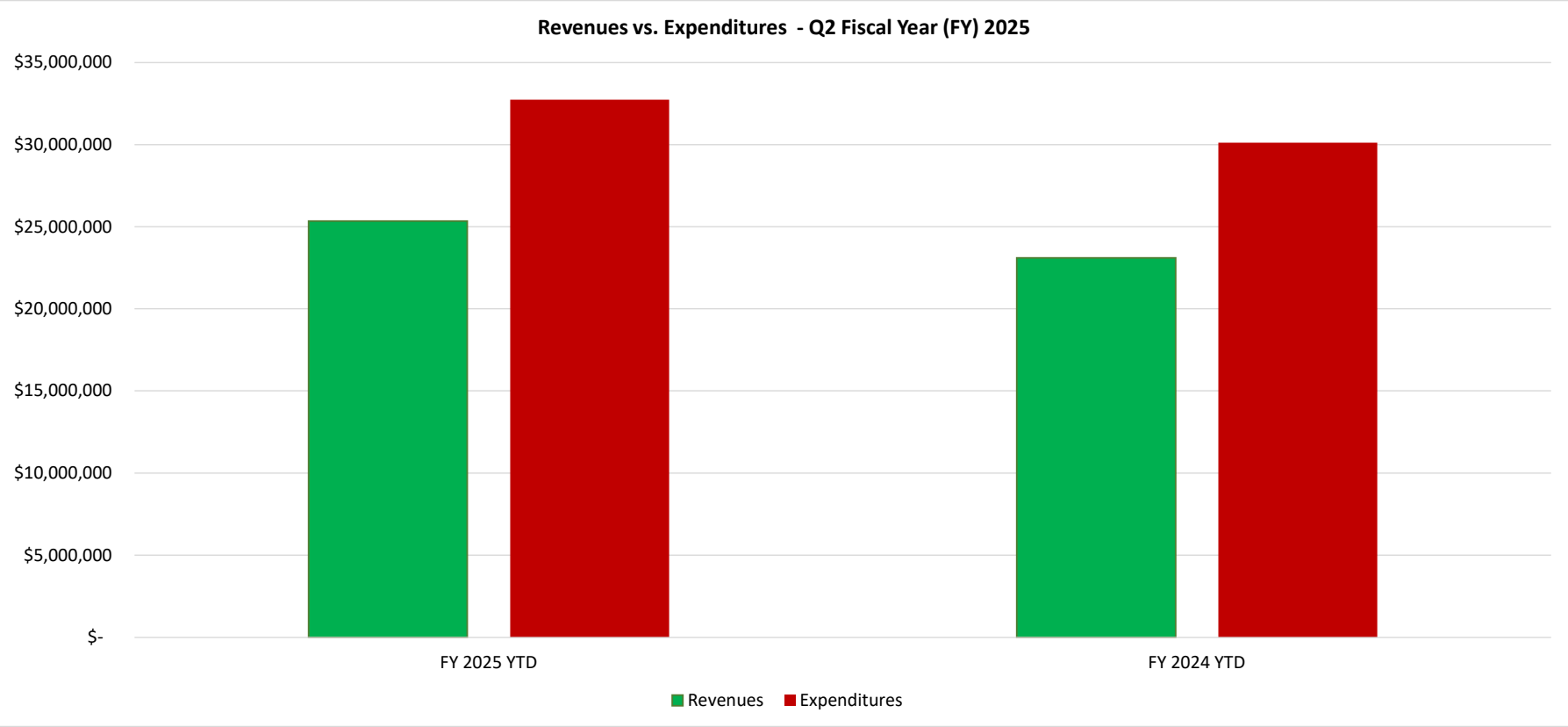
Attachment: Summary of General Fund Revenues vs Expenditures FY 2025 (Mid-Year) (FY 2025 Mid-Year

CHART REVENUES VS. EXPENDITURES - Fiscal Year (FY) 2025

Q2 - Ending December 31, 2024

GENERAL FUND

	FY 2025 YTD	FY 2024 YTD	Growth (%)
Revenues	$ 25,342,563	$ 23,107,157	9.67%
Expenditures	$ 32,725,986	$ 30,112,455	8.68%



Attachment: Summary of General Fund Revenues vs Expenditures FY 2025 (Mid-Year) (FY 2025 Mid-Year

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAMPBELL AUTHORIZING MID-YEAR BUDGET ADJUSTMENTS TO REFLECT CHANGES IN PROJECTED REVENUES AND REQUESTED EXPENDITURE NEEDS FOR FISCAL (FY) YEAR 2025

WHEREAS, the City Council adopted an annual budget for the operation of all municipal departments and facilities for Fiscal Year (FY) 2025 and a capital improvement plan (CIP) for 2025-2029 on June 18, 2024; and

WHEREAS, at the March 18, 2025 City Council meeting, staff presented a Mid-Year Report on the City's General Fund revenues and expenditures for FY 2025 along with necessary revenue and expenditure adjustments in other funds; and

WHEREAS, staff has reviewed and presented recommended revenue and expenditure budget adjustments shown in Attachment C of the accompanying staff report; and

WHEREAS, staff projects that year-end General Fund revenues for FY 2025 will be greater than budget estimates by **$270,742**; and

WHEREAS, staff recommends General Fund expenditure increases of **$390,409** for FY 2025; and

WHEREAS, after all mid-year adjustments, the General Fund will be fully balanced for FY 2025; and

WHEREAS, staff requests other revenue and expenditure adjustments outside the General Fund for FY 2025 and shown in Attachment C of the accompanying staff report; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Campbell hereby authorizes Mid-Year General Fund Revenue Budget Adjustments for FY 2025 shown in Attachment C of the accompanying staff report and incorporated by reference.

PASSED AND ADOPTED this ___ day of _____ 2025, by the following roll call vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:

APPROVED:

_____
Sergio Lopez, Mayor

ATTEST:

_____
Andrea Sanders, City Clerk

Attachment: Resolution - FY 2025 Mid-Year Adjustments (FY 2025 Mid-Year Update and Budget Adjustments)

Line-Item Detail for Mid-Year Adjustments (FY 2025)

GENERAL FUND (#101)

1) Revenue Revisions

Account Title	Category	Dept	GL Account	Amount
PROP TAXES - CURR SECURE	Property Tax	FN	101.535.4001	227,600
PROP TAXES - CURR UNSECR	Property Tax	FN	101.535.4002	(13,300)
PROPERTY TAX PASS THRU	Property Tax	FN	101.535.4007	(3,500)
RESIDUAL RPTTF DISTRIBUT	Property Tax	FN	101.535.4008	23,900
PROP TAXES - ERAF	Property Tax	FN	101.535.4011	(17,500)
	Property Tax Total			**217,200**
SALES AND USE TAXES	Sales & Use Taxes	FN	101.535.4110	(440,768)
TRANSACTIONS & USE TAX	Sales & Use Taxes	FN	101.535.4112	(81,445)
PROP 172 PUBLIC SAFETY	Sales & Use Taxes	FN	101.535.4113	(52,640)
	Sales & Use Taxes Total			**(574,853)**
TRANSIENT OCCUPANCY TAX	Other Taxes	FN	101.535.4150	(50,000)
REAL PROP TRANSFER TAX	Other Taxes	FN	101.535.4153	131,000
CONSTRUCTION TAX	Other Taxes	CD	101.554.4151	(30,800)
	Other Taxes Total			**50,200**
CONSTRUCTION PERMITS	Licenses and Permits	CD	101.554.4210	100,000
ADVANCED PLAN CHECK FEE	Licenses and Permits	CD	101.554.4211	600,000
GENERAL REVENUE-BLDG DEP	Licenses and Permits	CD	101.554.4212	(9,400)
PLN CHECK-TITLE 24 ENERG	Licenses and Permits	CD	101.554.4213	6,600
	Licenses and Permits Total			**697,200**
ST HOMEOWNERS PROP TAX R	Intergovernmental Revenue	FN	101.535.4581	(3,400)
REIMBURSE-MANDATED COSTS	Intergovernmental Revenue	FN	101.535.4584	42,000
RATTF REIMBURSEMENT	Intergovernmental Revenue	PS	101.604.4560	(103,000)
ABANDONED VEHICLE FEES	Intergovernmental Revenue	PS	101.604.4582	(8,463)
	Intergovernmental Revenue Total			**(72,863)**
ADULT SERVICES - CLASSES	Charges for Service	RC	101.526.4612	54,400
ADULT SERVICES - PROGRAM	Charges for Service	RC	101.526.4626	(4,300)
COMM GRP SPON-SPEC EVENT	Charges for Service	RC	101.527.4630	4,300

Attachment: Line-Item Detail for Mid-Year Adjustments (FY 2025) (FY 2025 Mid-Year Update and Budget

Line-Item Detail for Mid-Year Adjustments (FY 2025)

THEATER REVENUE	Charges for Service	RC	101.529.4631	(500)
THEATER PRESERVATION CHG	Charges for Service	RC	101.529.4632	57,600
THEATRE FACILITY FEE	Charges for Service	RC	101.529.4633	(20,550)
THEATER TICKET SALES	Charges for Service	RC	101.529.4644	(52,570)
SPONSORSHIP INCOME	Charges for Service	RC	101.529.4645	(17,000)
THEATER PROGRAM ADS	Charges for Service	RC	101.529.4646	(2,950)
PROGRAM FEES-SPORTS	Charges for Service	RC	101.531.4613	24,735
PROGRAM FEES-AQUATICS	Charges for Service	RC	101.531.4614	42,350
PROGRAM FEES-DAY CAMPS	Charges for Service	RC	101.532.4617	18,000
PROGRAM FEES-CLASSES	Charges for Service	RC	101.532.4619	(72,000)
PROGRAM FEES-PRESCHOOL	Charges for Service	RC	101.532.4620	(4,000)
PROGRAM FEES-FITNESS	Charges for Service	RC	101.532.4622	32,320
RENTAL DISPUTE RES FEE	Charges for Service	CD	101.550.4663	5,800
ZONING FEES	Charges for Service	CD	101.551.4660	(154,000)
GENERAL PLAN MAINT FEE	Charges for Service	CD	101.552.4670	15,000
TRAINING & EDUCATION FEE	Charges for Service	CD	101.554.4672	4,500
STOP WORK FEE	Charges for Service	CD	101.554.4673	(36,800)
PROJECT OVERHEAD OFFSET	Charges for Service	PW	101.720.4725	4,000
TRAFFIC ENGINEERING FEES	Charges for Service	PW	101.720.4728	10,000
PROJECT OVERHEAD OFFSET	Charges for Service	PW	101.730.4725	(100,000)
ENGR & SUBDIV FILING FEE	Charges for Service	PW	101.740.4722	125,000
	Charges for Service Total			**(66,665)**
RENTS/LEASES (REAL & PER	Leases & Rentals	RC	101.527.4810	(130,000)
OTHER RENTAL INCOME	Leases & Rentals	RC	101.527.4819	26,000
OTHER RENTAL INCOME	Leases & Rentals	RC	101.529.4819	(45,500)
RENTS/LEASES (REAL & PER	Leases & Rentals	CD	101.550.4810	46,400
	Leases & Rentals Total			**(103,100)**
DONATIONS-YOUTH SCHOLAR	Miscellaneous Revenues	RC	101.524.4821	1,573
INSURANCE CLAIMS REIMB	Miscellaneous Revenues	FN	101.535.4962	28,000
OTHER REVENUE	Miscellaneous Revenues	FN	101.535.4965	20,000
NOTICE/IMPROVE/OBLIGATIO	Miscellaneous Revenues	PW	101.730.4924	41,000
	Miscellaneous Revenues Total			**90,573**

Attachment: Line-Item Detail for Mid-Year Adjustments (FY 2025) (FY 2025 Mid-Year Update and Budget

Line-Item Detail for Mid-Year Adjustments (FY 2025)

TRANSACTION PROCESS FEE	Other Revenues	FN	101.540.4910	33,050
	Other Revenues Total			**33,050**
	Grand Total			**270,742**

2) Expenditure Revisions

Department	Description	GL Account	Amount
City Clerk's Office	Ballot Measure Postage	101.511.7424	16,100
City Manager's Office	HR Salary Savings for HR Manager, HR Rep, and HR Analyst shifted to contractual services	101.515.7001	(200,000)
City Manager's Office	HR Support for Vacancies in HR Rep, HR Analyst, and Office Support	101.515.7430	200,000
Recreation & Comm Srvcs	Less temporary personnel used for front desk than anticipated	101.524.7002	(6,900)
Recreation & Comm Srvcs	Increase for Activity Guide printing added 8 pages to W/S edition, mailing costs also went up	101.524.7427	6,260
Recreation & Comm Srvcs	Increased class offerings expense is offset by increased revenue.	101.526.7002	25,000
Recreation & Comm Srvcs	One less trip offered than budgeted	101.526.7441	(3,000)
Recreation & Comm Srvcs	Increased building attendant staffing to support rental program	101.527.7002	9,724
Recreation & Comm Srvcs	Increased PG&E costs	101.527.7420	130,000
Recreation & Comm Srvcs	Additional costs associated with replacement of AV equipment in OCBH	101.527.7429	5,000
Recreation & Comm Srvcs	Not as many events requiring security as projected in budget	101.527.7432	(3,000)
Recreation & Comm Srvcs	Concerts won't start until July reduced expenditures to just cover deposits and equipment needs.	101.527.7441	(3,000)
Recreation & Comm Srvcs	increased cost in utilities	101.528.7420	8,200
Recreation & Comm Srvcs	haven't been able to cancel comcast line	101.529.7421	1,500
Recreation & Comm Srvcs	Purchased additional tickets	101.529.7424	2,000
Recreation & Comm Srvcs	decreased cost in show expenditures	101.529.7427	(7,110)

Attachment: Line-Item Detail for Mid-Year Adjustments (FY 2025) (FY 2025 Mid-Year Update and Budget

Line-Item Detail for Mid-Year Adjustments (FY 2025)

Recreation & Comm Srvcs	based on actual projected needs for reimbursable labor	101.529.7430	(58,355)
Recreation & Comm Srvcs	actual cost for the year	101.529.7433	752
Recreation & Comm Srvcs	Estimates show savings closer to $65k, being conservative with this estimate	101.531.7002	(50,000)
Recreation & Comm Srvcs	Emergency purchase of Pool Covers. Last purchased over 10 years ago, they began to rip, making it difficult to remove/add	101.531.7427	11,000
Recreation & Comm Srvcs	Increased costs for classes offset by revenue	101.531.7432	10,500
Recreation & Comm Srvcs	Lower costs than expected	101.531.7441	(2,800)
Recreation & Comm Srvcs	Correction of IT Internal Service Fund Charge	101.531.7551	20,624
Recreation & Comm Srvcs	Estimates show savings closer to $65k, being conservative with this estimate	101.532.7002	(59,009)
Recreation & Comm Srvcs	Additional expenditures needed for Fitness equipment.	101.532.7427	1,000
Recreation & Comm Srvcs	Less expenditures needed based upon actual spent ytd.	101.532.7432	(25,000)
Recreation & Comm Srvcs	Less expenditures needed based upon actual spent ytd.	101.532.7441	(14,082)
Non-Departmental (Other)	Normalizing at 50% YTD; Adding $314,272 to balance General Fund	101.540.7001	(494,887)
Non-Departmental (Other)	Transfer Out to support increased IT Fund licensing costs	101.980.9899	143,891
Community Development	Unhoused Coordinator – Cell Phone Usage	101.550.7421	1,600
Community Development	Added Administrative Office Expenses	101.550.7424	5,000
Community Development	Telecom Lawsuit Outside Legal Council ($27K) and Training ($10K) Less Savings for Cities Association Planning Collaborative (-$15K)	101.550.7427	22,000
Community Development	Savings from MGO Project Manager	101.550.7430	(50,000)
Community Development	Temporary Administrative Staffing Support	101.550.7432	48,000
Community Development	Overtime Savings	101.551.7003	(37,000)
Community Development	LAFCO Annual Cost Increase	101.552.7427	315

Line-Item Detail for Mid-Year Adjustments (FY 2025)

Community Development	Increased Building Division Office Expenditures	101.554.7424	3,086
Community Development	Third Party Plan Check Services Offset by Added Revenue	101.554.7430	330,000
Community Development	Code Enforcement Hearing Officer	101.559.7430	3,000
Legal Services	Ballot Measure Litigation Outside Legal Counsel ($100K), Jane Doe vs CPD ($50,000)	101.560.7430	150,000
Police Department	Salary Savings to Offset OT Increase	101.602.7001	(70,000)
Police Department	OT Increase due to Staffing Turnover	101.602.7003	70,000
Public Works	Outside City Surveyor Services	101.740.7430	40,000
Public Works	Shift in Salary Savings to Cover Some Unexpected Building Repairs	101.780.7001	(141,000)
Public Works	Gas Line Repair at Corp Yard	101.780.7428	80,000
Public Works	New Sewer Pump at City Hall ($61K), Repair HVAC Pump at City Hall ($61K); Repair Chiller at CCC Building A ($19K), HVAC Units at CCC Building M ($68K), Battery Backup at 2nd St Garage ($62K)	101.780.7429	271,000
Grand Total			**390,409**

Line-Item Detail for Mid-Year Adjustments (FY 2025)

OTHER FUNDS

Fund	Description	Rev or Exp	GL Account	Amount
204 - Gas Tax Fund	Transfer vacancy savings to other operational costs	Exp	204.760.7001	(40,000)
204 - Gas Tax Fund	Overtime due to reduced staff	Exp	204.760.7003	10,000
204 - Gas Tax Fund	Thermoplastic Striping material	Exp	204.760.7428	10,000
204 - Gas Tax Fund	Traffic calming measures on Arroyo Seco Drive	Exp	204.760.7432	20,000
207 - LLD Fund	Transfer vacancy savings to other operational costs	Exp	207.770.7001	(85,000)
207 - LLD Fund	Overtime due to reduced staff	Exp	207.770.7003	20,000
207 - LLD Fund	Purchase four (4) Signalized Intersection Battery Backups and one (1) Signalized Intersection Control Cabinet	Exp	207.770.7429	65,000
207 - LLD Fund	Transfer vacancy savings to other operational costs	Exp	207.775.7001	(160,000)
207 - LLD Fund	Overtime due to reduced staff	Exp	207.775.7003	10,000
207 - LLD Fund	Increased costs of water used for irrigation	Exp	207.775.7420	40,000
207 - LLD Fund	Turf fertilizer and water-saving products	Exp	207.775.7428	30,000
207 - LLD Fund	Contractual tree maintenance services due to reduced in-house staff for the City's tree trimming program	Exp	207.775.7432	80,000
237 - CFD #2 Fund	Outside legal services for CFD #2 annexations	Exp	237.741.7430	10,000
641 - Motor Vehicle Pool Fund	Transfer vacancy savings to other operational costs	Exp	641.750.7001	(15,000)
641 - Motor Vehicle Pool Fund	Overtime due to reduced staff	Exp	641.750.7003	15,000
647 - IT Pool Fund	eScribe - New agenda management program for City Clerk	Exp	647.547.7429	25,300
647 - IT Pool Fund	Rubrik Support - 3 yr support was initially purchased so I was not aware of the renewal to add to the fiscal year budget. Support is needed.	Exp	647.547.7429	43,541
647 - IT Pool Fund	Microsoft Azure Cloud Backup Services - Users are adding more data to our SharePoint so the backup data to the cloud is increasing.	Exp	647.547.7429	11,000
647 - IT Pool Fund	Social Assurance - Communications will replace the social media tool to this software.	Exp	647.547.7429	4,500

Line-Item Detail for Mid-Year Adjustments (FY 2025)

647 - IT Pool Fund	Microsoft Office 365 - Increased Microsoft Office Licensing Costs + CoPilot	Exp	647.547.7429	34,000
647 - IT Pool Fund	LynxGIS - on pace, City is requesting more work and integrations on the GIS application.	Exp	647.547.7430	10,000
647 - IT Pool Fund	Provecta - Network Services needed to assist the IT department due to being short staffed.	Exp	647.547.7430	10,350
647 - IT Pool Fund	KBA Docusys - Increasing number of printer toners being ordered.	Exp	647.547.7438	5,200

Reconciliation of FY 2025 Adopted Budget to FY 2025 Amended Budget

Table 1 – FY 2025 Budget Adjustments Approved Since July 1, 2024

	Adopted Budget	Adjustment	Amended Budget
Adopted Revenues	***$68,719,281***		
• Encumbrance Carryover[(1)]		917,499	
• RES# 13221 Project Update 25DD Campbell PDA		110,200	
• RES# 13226 Heritage Theatre Donation		35,000	
• RES# 13228 ARPA Interest to Campbell PDA Proj		25,771	
• RES# 13230 Remaining ARPA Usage		502,700	
Sub-Total Revenue Adjustments		*$1,591,170*	
Amended Revenues			***$70,310,451***
Adopted Expenditures	***$68,719,281***		
• Encumbrance Carryover[(1)]		917,499	
• Rounding Differences		13	
• RES# 13180 Addition of Los Gatos to SVACA		(78,935)	
• RES# 13218 PD Vehicle F-150		16,663	
• RES# 13221 Project Update 25DD Campbell PDA		110,200	
• RES# 13226 Heritage Theatre Soundboard		62,791	
• RES# 13228 ARPA Interest to Campbell PDA Proj		25,771	
• RES# 13230 ARPA Usage PD Camera Systems		305,000	
• RES# 13230 ARPA Usage Sidewalks/Curbs/Gutters		112,500	
Sub-Total Expenditure Adjustments		*$1,471,502*	
Amended Expenditures			***$70,190,783***
Surplus/(Deficit)	**$0**		**$119,668**

(1) Shown as both a revenue and an expenditure since it is charged against Assigned Fund Balance within the General Fund and does not impact Unassigned Fund Balance when calculating reserve sufficiency.

Attachment: Reconciliation of FY 2025 Adopted Budget to FY 2025 Amended Budget (FY 2025 Mid-Year Update and Budget Adjustments)

City Council Report

Item: **14**
Category: **NEW BUSINESS**
Meeting Date: **March 18, 2025**

TITLE: **Acceptance of Fiscal Year 23/24 Annual Comprehensive Financial Report and Auditor's Written Communication on Internal Controls**

RECOMMENDED ACTION

That the City Council accept the Fiscal Year 23/24 Annual Comprehensive Financial Report and Auditor's written communication on internal control structure and the audit process as submitted with this report.

BACKGROUND

The Finance Department prepares an Annual Comprehensive Financial Report (ACFR) to report the City's financial results for the fiscal year. The financial statements, and the accounts comprising them, are subjected to an independent audit as required by Campbell Municipal Code Section 2.08.080. The City's audit firm, Eide Bailly LLP, issued their report (opinion) on these financial statements which is contained within the ACFR document that is available to you as ***Attachment A*** of this report.

At the conclusion of the audit process, the auditor also issues its communication to the City Council, in the form of various letters, regarding the audit process and the City's internal control structure and reports its findings and/or recommendations for improvement (***Attachments B and C***).

DISCUSSION

Annual Comprehensive Financial Report for Fiscal Year Ending June 30, 2024

The ACFR is divided into three basic parts: 1) Introductory Section 2) Financial Section and 3) Statistical Section. The introductory section includes a letter of transmittal, award certificate and a listing of City officials, staff, Board and Commissions. The financial section includes the auditors' report, management discussion and analysis, basic financial statements, fund financial statements, notes to the financial statements, required supplementary information and other supplementary information. The statistical section contains various schedules of trend information that provides useful information for analytical purposes.

The ACFR document is submitted annually to the Government Finance Officers Association (GFOA) award program which grants a Certificate of Achievement for

Excellence in Financial Reporting to qualifying ACFRs. The City has received this award for the past 36 consecutive years and has again submitted this year's document for consideration.

As shown on page 1 of the ACFR, the "Independent Auditor's Report" reflects an unmodified, "clean opinion" on the financial statements, meaning that it meets the standards of generally accepted accounting principles.

Next is the "Management's Discussion and Analysis," or MD&A which begins on page 5 of the ACFR, and contains significant financial highlights for the fiscal year ending June 30, 2024, as well as an explanation of the different types of financial statements and other information found in the ACFR. Included in the discussion are tables which compare the audit year financial results to the prior year, and an explanation of the significant changes between years.

Fiscal Year 2024 highlights from the ACFR are as follows:

As shown on page 9 of the ACFR, City-wide, the City ended its fiscal year with total revenues of $81.1 million, an increase of $2.8 million from the previous year, and total expenses of $80.6 million, an increase of $10.9 million compared to the previous year. Excluding property taxes, general revenues; comprised of sales and use taxes, other taxes, investment income, and miscellaneous revenues, increased $0.8 million. Other financial highlights of the past year are as follows:

City-wide (All Funds):

- As shown on page 8 of the ACFR, total City assets and deferred outflows of resources exceeded its liabilities and deferred inflows of resources by $59.3 million. Of this amount, $75.4 million represents the net investment in capital assets while $20.1 million is restricted for various purposes including affordable housing, streets and roads, and community development. The negative $36.2 million in unrestricted net position decreased by $6.3 million since last year. While the City's overall net position is positive, the unrestricted net position specifically accounts for the City's Net Pension Liability of $78.0 million, resulting in a negative unrestricted net position of $36.2 million.

- As also shown on page 8 of the ACFR, total net position increased from the previous year by $0.5 million primarily due to an increase in capital assets with construction of the police operations building and renovations to the City library now underway.

Fund level:

- As shown on page 20 of the ACFR, total governmental fund balances were $84.6 million at fiscal year-end, a decrease of $13.1 million from the previous year total governmental fund balances of $97.7 million (as shown on page 20 of the FY

2023 ACFR). This decrease is primarily attributed to the Measure O Capital Fund, whose fund balance decreased by $12.5 million from construction costs related to the police operations building and City library.

- As shown on page 22 of the ACFR, General Fund revenues, excluding transfers, increased $0.9 million to $63.1 million from the previous year General Fund revenues of $62.2 million (as shown on page 22 of the FY 2023 ACFR). This is largely attributable to increases in property tax, other taxes, investments income, and charges for services; offset by decreases in sales and uses taxes, licenses and permits, rents and leases, and miscellaneous revenue.

- As shown on page 23 of the ACFR, related General Fund expenditures of $61.5 million increased by $1.5 million from the previous year General Fund expenditures of $60.0 million (as shown on page 23 of the FY 2023 ACFR). This is largely attributable to cost increases in all operating department; offset by decreases in capital outlays.

As shown on page 23 of the ACFR, the General Fund's fund balance of $20.9 million decreased by $1.2 million from the previous year General Fund's fund balance of $22.1 million (as shown on page 23 of the FY 2023 ACFR).

As shown on page 56 of the ACFR, total Nonspendable General Fund balance of $0.2 million is reserved for leases. Total Committed General Fund balance of $2.9 million is for future contingencies and capital improvement projects. Total Assigned General Fund balance of $3.8 million is for CalPERS retirement costs and other postemployment benefits, and the remaining $14.1 million is for unassigned and available for to be determined general government purposes, City Council objectives, economic fluctuations, and emergencies.

General Fund Highlights

As shown on page 13 of the ACFR, the General Fund realized an excess of revenues over expenditures of $1.6 million, excluding transfers and other sources. General Fund revenues of $63.1 million, excluding transfers, increased $0.9 million from the previous year General Fund revenues of $62.2 million (as shown on page 13 of the FY 2023 ACFR). Property taxes, other taxes, fines and forfeitures, investment income, rents and leases, and charges for services all exceeded budgeted amounts. These were partially offset by sales and taxes, licenses and permits, and intergovernmental revenues, which were less than budgeted amounts.

As shown on page 13 of the ACFR, Property Tax is the General Fund's largest revenue source. While budgeted at $21.8 million in the final amended budget, actual property tax revenue received was $21.9 million. That represents $0.1 million greater than budgeted. The positive variance is attributed to slightly greater receipt of current secured property taxes and the Education Revenue Augmentation Fund (ERAF).

As shown on page 13 of the ACFR, Sales and Use Tax is the General Fund's second largest revenue source, budgeted at $16.8 million in the final amended budget. The City received $16.5 million or $0.2 million under the final budget. The largest categories of sales tax producers comprise of restaurants and hotels, building and construction, business and industry, and general consumer goods.

As shown on page 13 of the ACFR, Charges for services amounted to $6.2 million, which is comprised largely of fees for services provided by the Recreation, Community Development, and Public Works departments. The City received $0.3 million or 5.9% greater than budgeted in the final amended budget.

As shown on page 13 of the ACFR, General Fund expenditures, excluding transfers, were $61.5 million, an increase of $1.5 million from the previous year total of $60.0 million (as shown on page 13 of the FY 2023 ACFR). When compared to the final budget, general fund expenditures were $2.1 million or 3.4% under budget. The savings are mostly attributed to both the Community Development and Public Works departments, which came under budget by 31.7% and 13.6%, respectively. The positive variance is due to lower-than-expected incurred expenditures as it relates to personnel costs and professional services within the General Fund.

As shown on page 13 of the ACFR, The General Fund's fund balance at fiscal year-end was $20.9 million, a decrease of $1.2 million from the previous year General Fund balance of $22.1 million (as shown on page 13 of the FY 2023 ACFR). Actual ending fund balance was lower than projected by $0.3 million. This is primarily due to the General Fund's lower than expected intergovernmental grant revenue. As again shown on page 56 of the ACFR, Committed and Assigned fund balances at year end were $2.9 million and $3.8 million, respectively. These balances are utilized to fund operational costs such as capital projects, compensated absences, and to maintain a reserve for PERS and OPEB related costs. Unassigned fund balance of $14.1 million serves as an additional reserve for unanticipated needs that may arise including a $9.5 million reserve for economic fluctuations and $3.2 million for emergencies. A detailed listing of each reserve account, its balances, and its description can be found in **Attachment D**.

Per City Administrative Financial Policies, the economic fluctuations reserve target is set at 16.67% of operating expenditures for use during economic downturns. The City's Fiscal Year 2025 Adopted General Fund expenditures did not significantly increase when compared to the City's Fiscal Year 2024 Adopted General Fund expenditures. As such, the economic fluctuation reserve target remained $11.1 million, resulting in a FY 2024 balance of $9.5 million that is $1.6 million below the targeted level. Furthermore, the emergency reserve is to be set at 10% of revenue and used for unexpected physical or fiscal emergency. For fiscal year ending June 30, 2024, the emergency reserve balance remained at $3.2 million, which is $3.3 million below its targeted level of $6.5 million.

For Fiscal Year 2024, the City did not need to draw upon its emergency reserve. However, the City utilized $0.5 million from the economic fluctuations reserve due to

lower than projected revenues from Sales Tax, Licenses and Permits. As such, its balance decreased from $10.0 million to $9.5 million. Although both the economic fluctuation and emergency reserves are below targeted levels, the City continues to maintain strong General Fund reserve balances. The GFOA recommends, at a minimum, a General Fund unrestricted fund balance of no less than two months (or 16.67%) of general fund operating expenditures. At fiscal year-end, the City maintained an unassigned reserve ratio of 21.03%. This increases to 24.40% if the General Fund PERS reserve is also taken into account. The PERS reserve is intended to either pay down unfunded pension liabilities or mitigate pension premium increases from year to year. Thus, an appropriate use of the PERS reserve, pending Council discussion and authorization and consistent with usage in the FY 2025 Adopted Budget, could be to fund annual ongoing pension premium costs in any given year.

Auditor's Written Communications

The auditor, as required by auditing standards, issues several letters regarding the audit process and results **(Attachments B and C)** as well as any observations and/or findings related to the internal control structure as noted during their audit. There were no findings considered to be a "material weakness" or "significant deficiency."

Finance Sub-Committee Meeting

The results of the audit and written communications were presented by City staff and Eide Bailly LLP and discussed with the City's Finance Sub-Committee on February 25, 2025. The Sub-Committee reviewed and asked questions of staff regarding the City's General Fund reserve ratio, pension liability, sales tax revenue, auditor's area of focus, and upcoming accounting standards.

The Sub-Committee was satisfied with the presentation and the answers provided by the auditor and staff, and recommended the FY 2023-24 ACFR and auditor's written communication be accepted by the City Council on March 18, 2025.

FISCAL IMPACT

There is no fiscal impact as a result of accepting the ACFR and the auditor's written communications.

ALTERNATIVES

1. Do not accept the ACFR and/or written communications as submitted.
2. Provide other direction to staff.

Prepared by: Norite Vong

Norite Vong, Assistant Finance Director

Approved by:

Brian Loventhal, City Manager

Attachment:

a. ACFR - FY2023-24
b. AU-C 260 Governance Letter
c. GAGAS Letter
d. General Fund Comparison FYE 06-30-23 to 06-30-24

City of Campbell, CA

Annual Comprehensive Financial Report

Fiscal Year Ended June 30, 2024

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Annual Comprehensive Financial Report
Fiscal Year Ended June 30, 2024

City of Campbell, California

Prepared by:

Finance Department
Will Fuentes, Finance Director

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

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Introductory Section
June 30, 2024

City of Campbell, California

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

CITY OF CAMPBELL
Finance Department

December 31, 2024

Honorable Mayor, City Council, and Citizens of Campbell

It my pleasure to submit the Annual Comprehensive Financial Report (ACFR) of the City of Campbell for the fiscal year ended June 30, 2024. The report and accompanying independent audit are published pursuant to State law and the requirements of Section 2.08.080 of the Campbell Municipal Code. The financial statements are presented in conformity with generally accepted accounting principles (GAAP) and audited in accordance with Generally Auditing Standards by an independent auditing firm of licensed certified public accountants.

While traditionally addressed to the governing legislative body of the City, this report is also intended to provide relevant financial information to the citizens of the City of Campbell, City staff, creditors, investors and other concerned readers. We encourage all readers to contact the Finance Department with any questions or comments concerning this report.

Purpose and Management Responsibility

The report consists of management's representations concerning the finances of the City of Campbell. Consequently, management assumes full responsibility for the completeness and reliability of all of the information presented in this report. To provide a reasonable basis for making these representations, management has established a comprehensive internal control framework that is designed both to protect the government's assets from loss, theft, or misuse and to compile sufficient reliable information for the preparation of the City's financial statements in conformity with generally accepted accounting principles (GAAP). Because the cost of internal controls should not outweigh their benefits, the City's comprehensive framework of internal controls has been designed to provide reasonable rather than absolute assurance that the financial statements will be free from material misstatement. As the City's Chief Executive Officer, I assert that, to the best of my knowledge and belief, this financial report is complete and reliable in all material respects. Further, every attempt has been made to conform to the highest standards of public financial reporting as set forth by the following organizations:

- Governmental Accounting Standards Board (GASB);
- American Institute of Certified Public Accountants (AICPA) and its Committee on Governmental Accounting and Auditing;
- Government Finance Officers Association (GFOA) of the United States and Canada; and
- California Society of Municipal Finance Officers (CSMFO).

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

70 North First Street· Campbell, California 95008-1423 · TEL 408.866.2111 · FAX 408.379.2572 · TDD 408.866.2790

Audited Financial Statements

Eide Bailly LLP, a firm of licensed certified public accountants, has audited the City of Campbell financial statements. The City's independent audit was meant to provide reasonable assurance that its financial statements are free of material misstatement. The goal of the independent audit was to provide reasonable assurance that the financial statements of the City of Campbell for the fiscal year ended June 30, 2024, are presented fairly in all material respects. After a thorough evaluation of the City's internal controls and all required financial documents, the independent auditors rendered an unmodified ("clean") opinion that the City of Campbell's financial statements contained herewith are fairly presented in conformity with GAAP. The independent auditors' report is presented as the first component of the financial Section of this report.

Organization of Report

The Management's Discussion and Analysis (MD&A) provides a narrative introduction, overview, and analysis of the basic financial statements. This letter of transmittal is designed to complement the MD&A and should be read in conjunction with it. The City of Campbell's MD&A can be found immediately following the report of the independent auditors.

In addition to meeting the requirements set forth by State law, the audit was also designed to meet the requirement of the Single Audit Act of 1984 as amended in 1996 and the U.S. Office of Management and the Uniform Guidance. The standards governing Single Audit engagements require the auditor to report on the City's internal controls and compliance with certain legal requirements with special emphasis on the administration of federal awards. For the year ended June 30, 2024, the City did expend over $750,000 on Federal financial assistance programs; and therefore, a Single Audit will be required by March 31, 2025. The Single Audit will be prepared and presented separately from the ACFR and by the required deadline.

City of Campbell Profile

The City of Campbell is located in the heart of Silicon Valley contiguous with the City of San Jose and 50 miles south of San Francisco. The City encompasses 6.7 square miles, is substantially built out, and serves a population of approximately 43,095 as of January 1, 2024. The City is comprised of a mix of residential, office and commercial retail businesses. The City is also home to a number of community festivals and celebrations throughout the year, and it prides itself on fostering a "small town" feel despite being located in the midst of a major metropolitan region. The City's central geographic setting within Silicon Valley makes it a desirable place to live and work.

The City was incorporated March 28, 1952, as a General Law city and operates under a Council-Manager form of government that includes five council members elected by district for a term of four years. The Mayor is selected each year by majority vote of the other Council members. The Council appoints the City Manager, City Attorney, and City Clerk. The City Council members also serve as the governing board members of the Successor Agency to the dissolved City of Campbell Redevelopment Agency and the Campbell Lighting and Landscape District, which are both included in the accompanying financial reports.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

City Services

The City provides the following services to its residents: police and contract fire protection; park and street lighting maintenance; recreational classes, services, and cultural events; planning, zoning and building review and inspections; construction and maintenance of streets and roads; and leadership provided through general administrative services. Water, sewage, garbage, and electric utilities are provided directly through joint powers authorities for which the City participates.

Budgetary Policy and Control

The legal level of budgetary control is at the total department level. The annual budget serves as the foundation for the City of Campbell's financial planning and control. The budget process begins in December with each City department receiving preliminary financial information. Initial appropriation requests are made in February and study sessions are held with the City Council between February and May to discuss department goals and work plans as well as to obtain Council's input on special priorities or concerns that should be considered in developing the budget. Subsequently, the City Manager meets with each department director to discuss the budget requests and make changes where necessary. The City Manager then prepares and presents the recommended budget in late May or early June for Council's preliminary consideration. Adoption of the operating and capital budget document takes place in June. Requests for increases in appropriations or adjustments to capital projects require approval by the City Council. Changes in appropriations during the year must be submitted by the City Manager to the City Council for review and approval and must be accompanied by appropriate fiscal impact analysis.

Economic Update and Outlook

***National, State and Local Economies*—**While Silicon Valley is best known for its significant concentration of high technology and electronics research, development and manufacturing, the area also supports a wide variety of retail, office and personal services industries. Historically, this region has experienced cycles of expansion and contraction and has led the nation in productivity, innovation, and economic growth for much of the past two plus decades. The region is home to numerous institutions of higher learning and education that support a broad base of research and development in advanced technology and design.

Similar to other areas of the world though, the United States, California, and the San Francisco Bay Area faced continued inflationary pressures that have only begun to ease during the last fiscal year. Nevertheless, the nation's economy saw GDP growth equaling 2.8% in the third quarter of 2024; following an increase equaling 3.0% in the second quarter of 2024. Such an increase in the third quarter of 2024 primarily reflected increases in consumer spending, exports, federal government spending, and business investment. Imports, which are a subtraction in the calculation of GDP, increased. While economic factors were mixed, stock market prices within the Dow Jones Industrial Average increased by 13.7% over the course of fiscal year. As inflationary concerns lesson, the Federal Reserve has indicated a desire to loosen its monetary policy in response, and as economic uncertainty subsides, the economy and the stock market should continue to grow, but such growth is also not guaranteed and may be uneven.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

As of the end of the fiscal year, per the California Employment Development Department (EDD) and the Bureau of Labor Statistics (BLS), the City of Campbell had an unemployment rate of 3.7%, Santa Clara County had an unemployment rate of 4.1%, California had an unemployment rate of 5.2%, and the United States had an unemployment rate of 4.1%.

Local Economy

Silicon Valley is in the throes of an adjustment, with the tech sector recalibrating after some brisk hiring during the pandemic. Previously carefree, efficiency has become the new watchword. Venture capital is posting numbers that are half what they were, with renewed rigor replacing the FOMO frenzy of the past three years. Silicon Valley may not be booming, but it is still growing. When you take the long view, venture capital is right where it has been for the past decade ($30 billion), and the region continues to have the nation's highest shares (34 percent). Our driving industries are shrinking in some places, but growing in others as the economy pivots into green energy, clean technology and artificial intelligence. If AI is your barometer of success, then Silicon Valley clearly has a leg up on the competition, with a 220% year-over-year rise in VC dollars, more start-up activity, more institutional investing, and by far the most research. We're generating more patents (19,500) than any other place in the nation. Even the regions ballyhooed population drain has reversed itself (with a net increase of 11,300 new residents over the last reporting period).

The best way to understand Silicon Valley right now is the same way we always have: we're a region built on creative destruction and re-invention. This time, however, our reinventing must extend into the civic arena as well, as we address the permanent changes brought about by remote work, take up the possibility of converting vacant commercial space into housing, and find new approaches to our downtowns. What remains fixed are the region's staggering wealth and income gaps, our inability to provide affordable housing, and persistent health, education and income disparities by race. Our income divide has grown twice as quickly as the state and nation over the past decade, and many are startled to learn that nearly one third of our households live below the sufficiency standards. 40 percent of Silicon Valley's children live in income-inadequate households. An increased supply of affordable housing would go such a long way in addressing our biggest challenges. Unfortunately, 2023 marked an overall slowdown in residential approvals (52 percent fewer than in 2022). In a completely related development, our homeless population swelled to more than 10,500.

Campbell though is home to a diversified economic base of business segments located throughout the community. There are over 5,000 businesses in the City that generated approximately $1.2 million in sales and use tax revenue. The largest categories of sales tax producers comprise business and industry, restaurants, and hotels, building and construction, and general consumer goods.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Relevant Financial Policies

Because of the many economic and fiscal uncertainties that constantly confront the City, and to address the financial impacts created by these issues, the City has taken necessary steps to preserve its fiscal health. The City incorporates long-term financial planning into its budget process. For example, it has established financial and budgetary policies monitored by the City Council that ensure operating revenues are available to fund operating expenditures resulting in a balanced budget. The City has also designated a Reserve for Economic Fluctuations; the purpose of which is to serve as a buffer for those revenue sources most significantly impacted by downturns in the economy and enable the City to better withstand an economic recession. The City's financial policies specify target funding of two months of General Fund expenditures. Moreover, the City's 7-year projections include anticipated increases in retirement costs over the next several years due to changes in actuarial assumptions and underperforming retirement pool investment assets. In addition, there are other reserves set aside for both operating as well as emergency purposes to provide the City a financial "safety net" during the next economic slowdown.

Cash Management

The City manages a pooled investment program for all funds in which temporarily idle cash is invested in a variety of instruments. The investment program is managed in accordance with the Investment Policy approved by the City Council. Safety, liquidity, and yield in that order, are the objectives of the investment program. Investments are diversified among investment tools that include certificates of deposit, Federal agency securities and the State of California's Local Agency Investment Fund (LAIF). Quarterly reports on investment status and activity are presented to the City Council.

Capital Improvement / Capital Asset

A five-year Capital Improvement Plan is approved on an annual basis with first year projects adopted in conjunction with the operating budget. Sufficient financial commitment is made to preserving the City's investment in its public facilities (buildings, streets, parks, equipment, etc.) to assure preservation of these assets. Equipment replacement and maintenance is projected and funded throughout its useful life. The annual capital improvement budget includes projects which funding source is reasonably assured and can be started within the fiscal year.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Major Initiatives

The City of Campbell City Council and the City's management team have dedicated significant attention and resources accomplishing the City's goals and objectives. And for the upcoming fiscal year, Council priorities are to address Long-Term Land Use Planning and Housing, Measure O Implementation, Financial Stability, Sustainability, and Community Health and Safety.

Over the course of the fiscal year 2023-24, the City began work on preparing an Economic Development Strategic Plan and a Climate Action Plan and continues to work on implementing its adopted Housing Element, including updates to the City's Inclusionary Housing Ordinance, adoption of Commercial Linkage Fees, and establishment of an Affordable Housing Overlay Zone. During the fiscal year, the City also awarded two major construction projects as part of the Measure O Program, including a construction contract in the amount of $29,454,000 (and approved a 10% contingency in the amount of $2,945,400) for the construction of a new Police Operations Building, which started in January 2024, and a construction contract in the amount of $18,189,000 (and approved a 10% contingency in the amount of $1,818,900) for the renovation of the Campbell Library, which started in November 2023. In addition, during the fiscal year, the City completed the design and construction award of two other significant projects, including improvements to the John D. Morgan Park - San Tomas Expressway Parking Lot in the amount of $156,800, with construction scheduled to begin in January 2025, and enhancements to the Campbell Priority Development Area along Civic Center Drive in the amount of $804,677, with construction scheduled to begin in January 2025. And lastly, the City entered int the final design review phase for the Hamilton Avenue resurfacing project and will go out to bid later in fiscal year 2024-25. This project will resurface Hamilton Avenue in its entirety (within the Campbell City limits) and has a project budget of approximately $12.0 million.

Awards (Financial and Budgetary)

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the City of Campbell for its Annual Comprehensive Financial Report (ACFR) for the fiscal year ended June 30, 2023. The Certificate of Achievement is a prestigious national award that recognizes conformity with the highest standards for preparation of state and local government financial reports. In order to be awarded a Certificate of Achievement, the City must publish an easily readable and efficiently organized Annual Comprehensive Financial Report whose contents conform to program standards. The ACFR must satisfy both generally accepted accounting principles and applicable legal requirements.

A Certificate of Achievement is valid for a period of one year only. The City has received a Certificate of Achievement for the past 35 consecutive fiscal years. We believe our current report continues to conform to the Certificate of Achievement Program's requirements, and we are again submitting it to determine its eligibility for another certificate.

The City also received the GFOA's Distinguished Budget Presentation Award for its annual budget document for the fiscal year 2023-24. This is the 31st consecutive year of receiving this award. In order to receive this award, the budget document was judged to be proficient in several categories, including as a policy document, a financial plan, an operations guide, and a communications device.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Acknowledgements

The preparation and publication of this report was made possible by the dedicated service of the entire Finance Department under the leadership of the Finance Director and the Assistant Finance Director. Each member of the Department has my sincere appreciation for the many contributions made in the preparation of this report. In addition, I wish to extend a special thanks to the Finance Department Staff for their hard work in producing this document.

Appreciation is also extended to City departments for their support in planning and conducting the fiscal functions of the City, the commitment of all City employees, as well as the Mayor and City Council for their support and encouragement toward achieving and maintaining the highest standards for the management of the City of Campbell's finances. Through continued partnership with the community that we serve, the City of Campbell will continue to be a leader in effective municipal governance and maintain high quality of life.

Respectfully submitted,

Brian Loventhal
City Manager

Will Fuentes
Finance Director

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Government Finance Officers Association

Certificate of Achievement for Excellence in Financial Reporting

Presented to

City of Campbell
California

For its Annual Comprehensive
Financial Report
For the Fiscal Year Ended

June 30, 2023

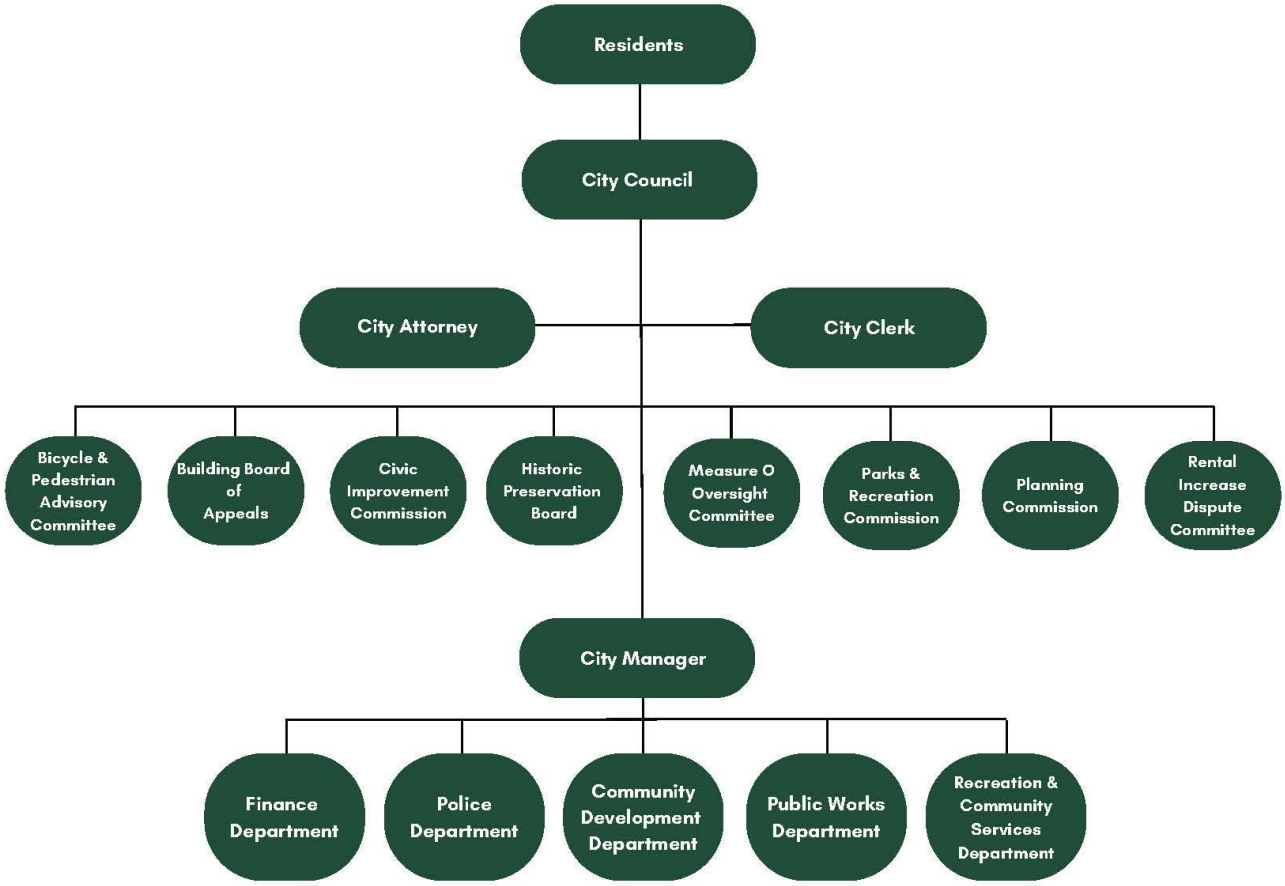
Christopher P. Morrill

Executive Director/CEO

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

City of Campbell

CITYWIDE ORANIZATIONAL CHART



Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

City Officials

City Council

Mayor – Anne Bybee

Vice Mayor – Susan Landry

Councilmember – Dan Furtado

Councilmember – Sergio Lopez

Councilmember – Elliot Scozzola

Note: Mayor serves an annual term from December to December.
Names and positions of Councilmembers are as of July 1, 2023;
the first day of Fiscal Year 2023-24.

City Administrative Staff

City Manager – Brian Loventhal

Assistant City Manager – Angelique Gaeta

City Clerk – Andrea Sanders

City Attorney – William Seligmann

Community Development Director – Rob Eastwood

Finance Director – Will Fuentes

Human Resources Manager – Jenny Le-Christensen

Acting Information Technology Manager – Ryan Favila

Police Chief – Gary Berg

Public Works Director – Todd Capurso

Recreation & Community Services Director – Natasha Bissell

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

x

Commissions, Committees, and Advisory Boards

Bicycle/Pedestrian Committee
Mark Nakamura, Chairperson
Barton Smith, Vice Chairperson
Catherine Brady
Matt Schroeder
Renee Small

Building Board of Appeal
Bruno Marcelic
Jim Morelan
Jay Perrine
Kevin Salazar
Todd Zeman

Measure O - Citizens Oversight Committee
Al Bito, Chairperson
Anne Souza, Vice Chairperson
Terry Hines
Doris Quai Hoi
Paul Russell
Steven Saunders

Civic Improvement Commission
Maryanne Yoshikawa, Chairperson
Jenna Cadematori, Vice Chairperson
Christopher Bracher
Gary Coluccio
Jennifer Dooley
Heather Malcolm
Thomas Russell

Rental Fact Finding Committee - (Not currently active)

Historic Preservation Board
Todd Walter, Chairperson
Susan Blake, Vice Chairperson
Rob Corteway
Michael Foulkes
Laura Taylor Moore

Parks and Recreation Commission
Allen Ishibashi, Chairperson
Traci Mitchell, Vice Chairperson
Frank Beitz
Sherrie Doherty
Robert Fidrych J
Tina Lee
Sharon Teeter

Planning Commission
Adam Buchbinder, Chairperson
Alan Zisser, Vice Chairperson
Stuart Ching
Davis Fields
Matt Kamkar
Michael Krey
Maggie Ostrowski

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Financial Section
June 30, 2024

City of Campbell, California

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

EideBailly

CPAs & BUSINESS ADVISORS

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Independent Auditor's Report

The Honorable City Council
City of Campbell, California

Report on the Audit of the Financial Statements

Opinions

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the City of Campbell, California (City) as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the City, as of June 30, 2024, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America; and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control–related matters that we identified during the audit.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis, the Schedule of Changes in the Pension Liability and Related Ratios – CalPERS Miscellaneous Plan, the Schedule of Pension Contributions – CalPERS Miscellaneous Plan, the Schedule of Proportionate Share of the Net Pension Liability – CalPERS Safety Plans, the Schedule of Pension Contributions – CalPERS Safety Plan, the Schedule of Changes in the Net OPEB Liability and Related Ratios, the Schedule of OPEB Contributions, the Budgetary Comparison Schedules for the General Fund and each Major Special Revenue Fund, as listed in the table of contents, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with GAAS, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. The combining fund financial statements and individual schedules of revenues, expenditures, and changes in fund balance – budget and actual are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with GAAS. In our opinion, the combining fund financial statements and individual schedules of revenues, expenditures, and changes in fund balance – budget and actual are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Information

Management is responsible for the other information included in the annual report. The other information comprises the introductory and statistical sections but does not include the basic financial statements and our auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated December 31, 2024, on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of City's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering City's internal control over financial reporting and compliance.

Eide Bailly LLP

Menlo Park, California
December 31, 2024

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Management's Discussion and Analysis

The management of the City of Campbell, California (City) presents this narrative overview and analysis of the financial activities of the City as of, and for the fiscal year ended June 30, 2024 with comparative information from the fiscal year ended June 30, 2023. Since Management's Discussion and Analysis (MD&A) is designed to focus on the current year's activities, resulting changes, and currently known facts, we encourage readers to consider the information presented herein in conjunction with additional information furnished in the Letter of Transmittal and the accompanying Basic Financial Statements.

Fiscal Year 2023-24 Financial Highlights

City-wide, the City ended its fiscal year with total revenues of $81.1 million, an increase of $2.8 million from the previous year, and total expenses of $80.6 million, an increase of $10.9 million compared to the previous year. Excluding property taxes, general revenues; comprised of sales tax, transient occupancy tax and other revenues, increased $0.8 million.

Other financial highlights of the past year are as follows:

City-wide

- Total City assets and deferred outflows of resources exceeded its liabilities and deferred inflows of resources by $59.3 million. Of this amount, $75.4 million represents the net investment in capital assets while $20.1 million is restricted for various purposes including affordable housing, streets and roads, and community development. The negative $36.2 million in unrestricted net position decreased by $6.3 million since last year.
- Total net position increased from the previous year by $0.5 million primarily due to an increase in capital assets with construction of the police operations building and renovations to the City library now underway.

Fund Level

- Total governmental fund balances were $84.6 million at fiscal year-end, a decrease of $13.1 million from the previous year. This decrease is attributed to the Measure O Capital Fund, whose fund balance decreased by $12.5 million from construction costs related to the police operations building and City library.
- General Fund revenues, excluding transfers, increased $0.9 million to $63.1 million from the previous year. Related expenditure increased by $1.5 million from the previous year to $61.5 million.
- The General Fund's fund balance decreased $1.2 million to $21.0 million at fiscal year-end.
- Total Nonspendable General Fund balance of $0.2 million is reserved for leases. Total Committed General Fund balance of $2.9 million is for future contingencies and capital improvement projects. Total Assigned General Fund balance of $3.8 million is for CalPERS retirement costs and other post-employment benefits, and the remaining $14.1 million is for general government. The total General Fund balance represents a 34.1% reserve ratio to General Fund expenditures, excluding transfers out.

Overview of the Financial Statements

The City is required to present its financial statements in accordance with Generally Accepted Accounting Principles (GAAP) as promulgated by the Government Accounting Standard Board (GASB) pronouncements. The City of Campbell's Basic Financial Statements are comprised of three components: 1) government-wide financial statements 2) fund financial statements, and 3) notes to the basic financial statements. This report also contains other supplementary information in addition to the Basic Financial Statements.

Government-wide Financial Statements - These statements are designed to provide readers with a broad overview of the City's finances, in a manner similar to a private-sector business. They consist of the *statement of net position* and *statement of activities.* The statements are reported on the full accrual basis of accounting and eliminate any duplicate activity between City funds.

The statement of net position presents information on all of the City's assets, deferred outflows of resources, liabilities, and deferred inflows of resources including capital assets and long-term debt, with the difference between the four reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

The statement of activities presents information showing how the City's net position changed during the most recent fiscal year. It encompasses all revenues and expenses and reports them based on when they are earned or incurred, respectively, rather than the timing of the related cash flows.

The City has only *governmental* activities that are primarily supported through taxes and intergovernmental revenues. The government-wide financial statements include Campbell Lighting and Landscape District, a legally separate entity that is under the control of the City and for which the City retains financial accountability.

Fund Financial Statements - A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City of Campbell, like other state and local governments, uses fund accounting on a day-to-day basis to ensure and demonstrate compliance with finance- related legal requirements. These statements focus on more short-term reporting related to current revenues, expenditures and fund balances. They do not include capital assets or long-term liabilities. The City's funds can be divided into two categories: *governmental funds* and *fiduciary funds*.

Governmental funds are used to account for essentially the same functions reported as governmental activities in the City-wide financial statements. However, unlike the City-wide financial statements, governmental fund financial statements focus on inflows and outflows of spendable resources as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating the City's near-term financing requirements.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Because the focus of governmental funds is narrower than that of the government-wide statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the City-wide financial statements. By doing so, a better understanding may result in the long-term impact of the City's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The City of Campbell maintains individual governmental funds. Information for the General Fund, Housing Assets Special Revenue Fund and Capital Projects Fund is presented separately in the fund statements as they are considered *major* funds of the City. The data for the remaining funds are shown in the aggregate in the financial statements. However, the individual fund data for each of these non-major funds is provided as supplemental information in the form of combining statements.

The City of Campbell adopts an annually appropriated budget for its General Fund. A budgetary comparison statement has been provided for the General Fund to demonstrate compliance with this budget.

Fiduciary funds are used to account for resources held for the benefit of parties outside of the City. Fiduciary funds are not reflected in the City-wide financial statements because the resources of those funds are not available to support the City's own programs. Accordingly, only assets and liabilities are reported for these funds. The City reports three agency funds, representing a joint powers authority, a local improvement district, and a task force. It also reports on a Private Purpose Trust Fund which consists of the Successor Agency to the former Campbell Redevelopment Agency, which was dissolved by State legislation on February 1, 2012.

Notes to the Basic Financial Statements - The notes provide additional information that is essential to a full understanding of the data provided in the City-wide and fund financial statements. They can be found immediately following the financial statements.

Other Information - In addition to the basic financial statements and accompanying notes, this report also presents certain supplemental information in the form of budget and actual schedules for major governmental funds other than the general fund; combining statements for non-major governmental funds and the City's internal service funds; and a statement of changes in assets and liabilities for the City's fiduciary funds.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Government-Wide Financial Analysis

These City-wide financial statements provide information about the City's overall financial picture from the perspective of all the City's governmental funds. The analysis focuses on the net position and changes in net position at the City-wide level as presented in the statement of net position and statement of activities. Net positions for the City are summarized below as of June 30 and an analysis follows (in millions):

	Governmental Activities	
	2024	2023
Cash and Investments	$ 96.2	$ 104.2
Capital Assets	92.2	77.7
Other Assets	17.2	19.5
Total assets	205.6	201.4
Deferred Outflows of Resources	31.3	30.5
Noncurrent Liabilities	68.6	72.3
Other Liabilities	19.7	16.3
Net OPEB Liability	5.7	6.0
Net Pension Liability	78.0	71.4
Total liabilities	172.0	166.0
Deferred Inflows of Resources	5.6	7.1
Net Position		
Net investment in capital assets	75.4	69.5
Restricted	20.1	19.3
Unrestricted	(36.20)	(29.9)
Total net position	$ 59.3	$ 58.8

The changes in net position were comprised of the following elements:

- Cash and investments decreased by a net of $8.0 million, which is primarily due to payments made towards construction costs related to the construction of the police operations building and City library.
- Net capital assets increased by $14.5 million year over year. This increase is due to capital investments made towards the Police Operations Building, City Library, and Camden Avenue Resurfacing projects.
- Other assets such as taxes, leases, and notes receivable decreased by a net of $2.3 million due to a $1.1 million decrease in taxes receivable and a $1.65 million decrease in leases receivable. A decrease in leases receivable is expected with regular and recurring lease payments made by the City's lessees.
- Deferred outflows of resources increased $0.8 million, of which is attributed to an increase of $0.5 million for amounts related to pensions and an increase of $0.3 million for amounts related to other post-employment benefits (OPEB). These amounts include deferred contributions that will be recognized as a reduction to the net pension or OPEB liability next year, change in assumptions, and the net differences between projected and actual earnings on plan investments that is being amortized and recognized as a component of pension expense over future periods.
- Noncurrent liabilities decreased $3.7 million, which is a largely a result of debt service payments towards Measure O General Obligation Bonds.

- Other liabilities increased by $3.4 million solely due to a $4.0 million increase to accounts payable. This is solely due to a timing difference for payments due for construction costs related the construction of the police operations building and City library.
- Net Pension Liability increased $6.6 million. Of this increase, $3.9 million is an increase to the Miscellaneous Plan. The remaining $2.7 million is an increase to the Safety Plan.
- Net investment in capital assets increased by $6.0 million mainly due to ongoing capital projects such as the police operations building, library renovation, and Camden Avenue resurfacing.
- Restricted net position assets have external limitations placed upon them regarding how they may be spent. These assets, which increased by $0.9 million, may be restricted for debt service, capital projects, or housing programs.

On the following page is a summary of the components that resulted in the change to net position for the fiscal year ended June 30:

	Governmental Activities	
	2024	**2023**
Revenues		
Program revenues		
Charges for services	$ 14.4	$ 13.9
Operating grants and contributions	6.4	4.2
Capital grants and contributions	1.6	3.1
General revenues		
Property taxes	26.4	25.6
Sales and use taxes	16.5	18.8
Other taxes	9.0	8.6
Investment Income	4.3	1.8
Miscellaneous	2.5	2.3
Total revenues	81.1	78.3
Expenses		
General government	11.0	10.8
Recreation	7.8	6.6
Community development	5.4	4.8
Public safety	35.7	29.1
Public works	18.8	16.6
Interest on long term debt	1.9	1.8
Total expenses	80.6	69.7
Change in Net Position	0.5	8.6
Net Position at Beginning of Year	58.8	50.2
End of Year	$ 59.3	$ 58.8

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Government-wide net position increased $0.5 million from the prior year. Key elements of activity are as follows:

Revenues

- Within program revenues, charges for services increased $0.5 million reflecting increased service demands within the Recreation, Community Development, and Public Works departments. Furthermore, operating and capital grants increased year over year by $0.7 million.
- Within general revenues, property tax revenues increased $0.9 million reflecting continued strength in the real estate market fueled by increasing housing prices. Of the $26.4 million in Property Tax Revenues collected government-wide, $2.5 million is attributed to the levies as a result of the 2018 passage of Measure O.
- General tax revenue, other than property tax, decreased by $1.9 million. The decrease is attributed to a decrease in sales tax due to a loss of a top sales tax producer for the City and inflationary pressures.
- While miscellaneous revenues did not materially change, investment returns were strong and increased by $2.6 million year over year.

Expenses

- General Government expenses did not materially increase year over year, increasing by just $0.3 million from the prior fiscal year.
- Recreation and Community Development expenses increased $1.2 million and $0.7 million due to increased personnel costs, namely the allocation of pension related expenses.
- Similar to Recreation and Community Development expenses, Public Safety expenses increased $6.7 million due to an increase in personnel costs and the allocation of pension related expenses from the City's Safety Pension Plan.
- Public Works expenses increased $2.3 million as a result of recognized pension expense related to the Miscellaneous Plan, increased personnel costs, and increased maintenance costs.
- Interest expense and other charges did not materially change, increasing by less than $0.1 million.

Financial Analysis of Fund Financial Statements

Combined governmental fund balances at fiscal year-end were $84.6 million, a decrease of $13.1 million from the previous year. The City has Nonspendable, Restricted, Committed, Assigned and Unassigned fund balances of $.2 million; $62.9 million; $2.9 million; $4.8 million and $13.8 million, respectively, at year end.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Governmental fund revenues, excluding transfers, were $80.9 million, an increase of $2.8 million from the previous year. Property taxes were higher by $0.9 million due to continued strength in the real estate market and rising housing prices. Sales and use tax decreased by $2.3 million as a result of inflationary pressures and the loss of one of the City's top sales tax producers. Other taxes, including transient occupancy tax (TOT), did not materially change year over year and increased by a combined $0.4 million, largely due to a $0.1 million increase in TOT and a $0.2 million increase in Franchise Taxes. Investment income increased by $2.4 million due to strong returns. Intergovernmental revenues increased $0.9 million due to the receipt of various grants and the revenue recognition of deferred American Rescue Plan Act (ARPA) funds. Lastly, charges for services increased by $1.2 million due to increased receipts in zoning fees, solid waste rate fees, and engineering filing fees. Governmental fund expenditures, excluding transfers, increased from the prior year by a net amount of $16.8 million to $93.3 million. The increase is mainly attributed to construction costs related to the construction of the City's police operations building and renovation to the City library.

Analysis of Major Governmental Funds

General Fund

Property Tax is the General Fund's largest revenue source. While budgeted at $21.8 million, actual property tax revenue received was $21.9 million. That represents $0.1 million greater than budgeted. The positive variance is attributed to slight greater receipt of current secured property taxes and the Education Revenue Augmentation Fund (ERAF).

Sales and Use Tax is the General Fund's second largest revenue source, budgeted at $16.8 million. The City received $16.5 million or $0.2 million under the final budget. The largest categories of sales tax producers comprise of restaurants and hotels, building and construction, business and industry, and general consumer goods.

Charges for services amounted to $6.2 million, which is comprised largely of fees for services provided by the Recreation, Community Development, and Public Works departments. The City received $0.3 million or 5.9% greater than budgeted.

General Fund expenditures, excluding transfers, were $61.5 million, an increase of $1.5 million from the previous year. When compared to the final budget, general fund expenditures were $2.1 million or 3.4% under budget. The savings are mostly attributed to both the Community Development and Public Works departments, which came under budget by 31.7% and 13.6%, respectively. The positive variance is due to lower-than-expected incurred expenditures as it relates to personnel costs and professional services within the General Fund.

The General Fund's fund balance at fiscal year-end was $21.0 million, a decrease of $1.2 million from the previous year. Actual ending fund balance was lower than projected by $0.3 million. This is due to the General Fund's lower than expected intergovernmental grant revenue. Committed and Assigned fund balances at year end were $2.9 million and $3.8 million, respectively. These balances are utilized to fund operational costs such as capital projects, compensated absences, and to maintain a reserve for PERS and OPEB related costs. Unassigned fund balance of $14.1 million serves as an additional reserve for unanticipated needs that may arise including a $10.0 million reserve for economic fluctuations and $3.2 million for emergencies.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Housing Assets Special Revenue Fund

The principal assets of this fund consist of long-term housing loans receivable from various housing programs which were formerly administered by the Campbell Redevelopment Agency. Limited funds are available for new homebuyers, consisting primarily of loan repayment proceeds and interest earnings. The Housing Assets fund balance did not significantly change from the prior year. Its fund balance increased by $25,124 year over year.

ARPA Special Revenue Fund

The American Rescue Plan Act (ARPA) Special Revenue fund accounts for ARPA federal grant funds which are provided for specific purposes. The ARPA fund balance did not significantly change from the prior year. Its fund balance increased by $40,718 year over year. The ARPA Special Revenue fund, however, incurred nearly $2.0 million in expenditures to fund various operating and capital expenditures.

Capital Projects Fund

The Capital Projects Fund accounts for the expenditures and financing of the City's capital projects. Year over year, the capital projects fund balance decreased by $39,214 or 4.2%. Though the fund incurred over $4.1 million in capital outlay expenditures, those expenditures were financed primarily through the General Fund, vehicle impact fees, various State and Local Grants, and park fees.

Measure O Capital Projects Fund

The Measure O Capital Projects Fund accounts for the expenditures and financing of the City's capital projects related to the Measure O General Obligation Bond. In August 2020, the City issued $20 million of general obligation bonds in the first of two series of issuances. In May 2022, the City issued an additional $30 million of general obligation bonds to fund the construction of a police operations building as well as the renovation of the City library.

The Measure O Capital Projects fund balance decreased by $12.5 million when compared to the prior year. This decrease is due to the ramp up of construction of the police operations building and City Library and its associated costs.

Other Governmental Funds

Other Governmental Funds are comprised of separate special revenue and debt service funds. These funds are not separately presented in the basic financial statements but are individually presented as supplemental information. Other Governmental Funds, as a whole, increased by $0.6 million for an ending balance of $13.8 million. This increase is entirely due to the Gas Tax Fund, whose fund balance alone increased by $1.0 million.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

General Fund Budgetary Highlights

The table below summarizes the General Fund Budgetary Highlights as follows:

	Budgeted Amounts			Variance with Final Budget
	Original	Final	Actual	Positive(Negative)
Revenues				
Property taxes	$ 22,047,000	$ 21,847,000	$ 21,912,688	$ 65,688
Sales and use taxes	17,699,289	16,826,202	16,549,227	(276,975)
Other taxes	9,691,400	8,582,600	8,991,901	409,301
Licenses and permits	4,290,300	3,909,500	3,344,256	(565,244)
Fines and forfeitures	100,000	150,000	172,012	22,012
Investment income	810,900	1,055,000	1,156,980	101,980
Rents and leases	3,052,500	3,098,400	3,172,450	74,050
Intergovernmental	2,059,068	2,541,100	1,358,912	(1,182,188)
Charges for services	5,907,545	5,893,860	6,243,053	349,193
Miscellaneous	216,410	564,228	237,863	(326,365)
Total Revenues	65,874,412	64,467,890	63,139,342	(1,328,548)
Expenditures				
General government	9,904,716	8,695,337	9,854,402	(1,159,065)
Recreation	7,116,076	7,036,438	6,801,733	234,705
Community development	5,435,902	5,773,672	3,941,432	1,832,240
Public safety	33,548,964	33,897,364	33,752,714	144,650
Public works	7,438,600	7,873,076	6,801,853	1,071,223
Capital outlay	78,300	-	-	-
Debt service	-	-	346,738	(346,738)
Total expenditures	63,522,558	63,275,887	61,498,872	2,123,753
Excess (deficiency) of revenues over (under) expenditures	2,351,854	1,192,003	1,640,470	448,467
Other financing sources (uses)				
Leases issued	-	-	142,282	142,282
Transfers in	3,387,412	4,142,679	1,635,595	(2,507,084)
Transfers out	(2,520,545)	(6,252,281)	(4,598,406)	1,653,875
Total other financing sources (uses)	866,867	(2,109,602)	(2,820,529)	(710,927)
Net change in fund balance	3,218,721	(917,599)	(1,180,059)	(262,460)
Fund balance at beginning of year	22,143,271	22,143,271	22,143,271	-
Fund balance at end of year	$ 25,361,992	$ 21,225,672	$ 20,963,212	$ (262,460)

The General Fund realized an excess of revenues over expenditures of $1.6 million, excluding transfers and other sources. General Fund revenues, excluding transfers, increased $0.9 million from the previous year to $63.1 million. When compared to the final budget, general fund revenues were $1.3 million or 2.1% lower than budgeted due to grants.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Capital Assets

The City had net capital assets of $92.2 million as of June 30, 2024. The following is a summary of the City's capital assets for the fiscal year ended June 30:

Capital Assets (in millions)

	2024	2023
Land	$ 9.1	$ 9.1
Construction in progress	20.0	7.3
Building & improvements	35.8	32.7
Right-of-Use intangible assets	2.4	2.1
Machinery & equipment	10.9	11.6
Infrastructure	69.9	67.9
Less: Accumulated depreciation	(55.9)	(53.0)
Net capital assets	$ 92.20	$ 77.70

Total additions to capital assets were $14.6 million during the year consisting primarily of construction in progress of the Police Operations Building and City Library. The additions were partially offset by an increase of $2.9 million in depreciation. Additional details on capital assets can be found in Note 5 of the notes to the basic financial statements.

Debt Administration

In August 2016, the City and its Successor Agency concurrently refinanced a combined four outstanding debt issues to achieve significant interest savings for the City and the Agency, given the low-interest rate environment that existed at the time. In August 2020, the City issued $20 million of general obligation bonds followed by an additional $30 million issuance in May 2022 to fund a police emergency operations center and a renovated library. The City also financed energy conservation upgrades and infrastructure improvements through a $1.6 million loan from the California Energy Commission and a $2.2 million loan from Pacific Gas & Electric. Additional details regarding the City's long-term debt can be found in Note 6 in the notes to financial statements.

The City had $4.3 million in outstanding certificates of participation, $3.4 million in refunding lease revenue bonds, and $41.7 million of 2018 election general obligation bonds and $5.4 million in other debt outstanding as of June 30, 2024.

The Successor Agency debt is reported in a Private Purpose Trust separate from the City's financial statement reporting entity. The debt obligations appear on the Fiduciary Funds Statement of Net Position of the ACFR. Total outstanding debt of the Successor Agency for the refunding tax allocation bonds was $12.9 million as of June 30, 2024.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

The nation's economy saw GDP growth equaling 2.8% in the third quarter of 2024; following a GDP increase equaling 3.0% in the second quarter of 2024. The third quarter increase was a result of increased consumer spending, exports, federal government spending, and business investment. As inflationary concerns lesson, the Federal Reserve has indicated a desire to loosen its monetary policy in response, and as economic uncertainty subsides, the economy and the stock market should continue to grow, but such growth is also not guaranteed and may be uneven. In the City of Campbell, the unemployment rate rose to 3.7% as of fiscal year end. Although the unemployment rate increased from 3.2% the prior year, it is far below the peak of the pandemic during which unemployment in Campbell reached 8.5%.

For the FY25 budget, as to ensure long-term fiscal stability, staff developed, and Council approved several strategic and operational actions that would place the City in a more stable financial position progressing into FY25 and beyond. In developing the FY25 budget, the following assumptions were used:

- Property tax revenues are expected to grow 4.38% compared to FY24 due to continued appreciation in the property tax base. Despite higher mortgage interest rates, the average home price in Campbell rose slightly from $1.93 million in the prior year to $2.28 million as of calendar year 2024 Q2.
- Sales tax revenue is conservatively estimated to grow 3% per year. However, staff notes that inflationary pressures and the possibility of a recession caused by continued high interest rates provide headwinds to consumer and business spending and further economic growth.
- Charges for Service is historically the City's third largest revenue source. It is estimated to increase by 8.8% in FY24 due to increased service demands. Furthermore, it is projected to exceed pre-recessionary levels by approximately 10.4%.
- Transient Occupancy Tax is estimated to reach near pre-pandemic levels in FY25 and equal approximately $4.80 million.
- Employee costs are expected to increase as a result of three-year labor agreements that run through 2025. Furthermore, an 8% increase for annual healthcare premium has been factored in.
- Supplies and services are projected to increase 3% in FY25 when compared to FY24 in the General Fund.

Contacting the City

This financial report is designed to provide a general overview of the City of Campbell's finances for residents, taxpayers, investors, creditors and any other interested parties. Questions about this report may be directed to the City's Finance Department at 70 N. First St., Campbell, CA 95008 or by e-mail at finance@cityofcampbell.com.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

The Statement of Net Position and the Statement of Activities summarize the entire City's financial activities and financial position. They are prepared on the same basis as is used by most businesses, which means they include all the City's assets, deferred outflows of resources, liabilities, and deferred inflows of resources, as well as all its revenues and expenses. This is known as the full accrual basis of accounting. The effect of all the City's transactions is considered, regardless of whether or when cash changes hands.

The Statement of Net Position reports the difference between the City's total assets and deferred outflows of resources and the City's total liabilities and deferred inflows of resources, including all the City's capital assets and all its long-term debt. It focuses the reader on the composition of the City's net position, by subtracting total liabilities and total deferred inflows of resources from total assets and total deferred outflows of resources. The Statement of Net Position summarizes the financial position of all the City's Governmental Activities in a single column.

The City's Governmental Activities include the activities of its General Fund, along with all its Special Revenue, Debt Service and Capital Projects Funds. Since the City's Internal Service Funds service these Funds, their activities are consolidated with Governmental Activities, after eliminating inter-fund transactions and balances.

The Statement of Activities reports increases and decreases in the City's net position. It is also prepared on the full accrual basis of accounting, which means it includes all the City's revenues and all its expenses, regardless of when cash changes hands.

The format of the Statement of Activities presents the City's expenses first, which are listed by program. Program revenues - that is, revenues which are generated directly by these programs - are then deducted from program expenses to arrive at the net expense of each governmental program. The City's general revenues are then listed in the Governmental Activities column, and the Change in Net Position is computed and reconciled with the Statement of Net Position.

Both these Statements include the financial activities of the City and the City of Campbell Lighting and Landscape District, which is a legally separate but blended component unit of the City because it is controlled by the City, which is financially accountable for its activities.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

City of Campbell
Statement of Net Position
June 30, 2024

	Governmental Activities
Assets	
Cash and investments	$ 95,634,420
Cash held with fiscal agent	569,553
Receivables	
Taxes	3,340,622
Accounts	1,233,177
Interest	926,922
Notes and loans	7,598,526
Leases	3,907,991
Prepaid items	122,313
Deposits	90,000
Capital assets, not depreciated or amortized	29,103,170
Capital assets, net depreciation and amortization	63,123,330
Total assets	205,650,024
Deferred outflows of resources	
Amount related to pensions	28,311,806
Amount related to OPEB	2,999,600
Total deferred outflows of resources	31,311,406
Liabilities	
Accounts payable	6,727,558
Accrued expenses	2,858,962
Interest payable	687,847
Deposits payable	3,203,512
Unearned revenues	6,216,817
Noncurrent liabilities	
Due in less than one year	
Bonds, leases, subscriptions, notes, loans, claims, compensated absences	5,634,739
Due in more than one year	
Bonds, leases, subscriptions, notes, loans, claims, compensated absences	62,982,588
Net OPEB liability	5,702,315
Net pension liability	78,010,421
Total Liabilities	172,024,759
Deferred inflows of resources	
Amount related to leases	3,708,910
Amount related to pensions	851,909
Amount related to OPEB	1,027,936
Total deferred inflows of resources	5,588,755
Net Position	
Net investment in capital assets	75,408,051
Restricted for	
Streets and roads	7,057,040
Museum and adult center	23,882
Public safety	329,059
Low and moderate income housing	8,521,158
Community development	4,189,144
Unrestricted deficit	(36,180,418)
Total net position	$ 59,347,916

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

City of Campbell
Statement of Activities
Year Ended June 30, 2024

Functions/Programs	Expenses	Program Revenues: Charges for Services	Program Revenues: Operating Grants and Contributions	Program Revenues: Capital Grants and Contributions	Net (Expenses) Revenues and Change in Net Position: Governmental Activities
Governmental Activities					
General government	$ 11,047,211	$ 2,188,702	$ 4,283,913	$ -	$ (4,574,596)
Recreation	7,753,645	3,853,225	101,488	-	(3,798,932)
Community development	5,447,126	4,880,247	391,327	-	(175,552)
Public safety	35,745,519	883,548	1,535,186	-	(33,326,785)
Public works	18,812,196	2,564,257	116,752	1,572,079	(14,559,108)
Interest expense	1,865,614	-	-	-	(1,865,614)
Total governmental activities	$ 80,671,311	$ 14,369,979	$ 6,428,666	$ 1,572,079	(58,300,587)
General revenues					
Taxes					
Property					26,403,788
Sales and use					16,549,227
Transient occupancy					3,747,247
Franchise					4,135,646
Other					1,098,118
Payments in lieu of taxes					54,209
Investment income					4,305,013
Miscellaneous					2,492,449
Total general revenues					58,785,697
Change in net position					485,110
Net Position At Beginning of Year					58,862,806
Net Position At the End of Year					$ 59,347,916

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Major funds are defined generally as having significant activities or balances in the current year.

The funds described below were determined to be Major Funds by the City in fiscal year 2024. Individual other governmental (nonmajor) funds may be found in the Supplemental Section.

General Fund

Accounts for activities traditionally associated with governments, such as administration, recreation, community development, engineering, and public safety, which are not required to be accounted for in another fund.

Housing Assets Special Revenue Fund

Accounts for assets of the City's Successor Housing Agency, formed to take over certain housing assets from the former Redevelopment Agency Low-Moderate Income Housing Fund upon its dissolution by the State of California.

ARPA Special Revenue Fund

Accounts for American Rescue Plan Act (ARPA) federal grant funds which are provided for specific purposes.

Capital Projects Fund

Accounts for the expenditures and financing of the City's capital projects.

Measure O Capital Projects Fund

Accounts for the expenditures and financing of the City's capital projects related to the Measure O bond.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

City of Campbell

Balance Sheet – Governmental Funds

June 30, 2024

	General Fund	Special Revenue Funds: Housing Assets	Special Revenue Funds: ARPA Fund	Capital Projects Funds: Capital Projects Fund	Capital Projects Funds: Measure O	Other Governmental Funds	Total Governmental Funds
Assets							
Cash and investments	$ 23,164,059	$ 1,104,939	$ 6,144,348	$ 1,308,219	$ 42,667,594	$ 14,973,229	$ 89,362,388
Cash held with fiscal agent	-	-	-	-	536,448	33,105	569,553
Receivables							
Accounts	901,684	-	-	34,503	-	236,539	1,172,726
Taxes	3,023,332	-	-	-	-	317,290	3,340,622
Interest	209,529	7,996	72,469	-	513,584	123,344	926,922
Notes and loans	-	7,458,526	-	-	-	140,000	7,598,526
Leases receivable	3,907,991	-	-	-	-	-	3,907,991
Due from other funds	1,409,174	-	-	-	-	-	1,409,174
Total assets	$ 32,615,769	$ 8,571,461	$ 6,216,817	$ 1,342,722	$ 43,717,626	$ 15,823,507	$ 108,287,902
Liabilities							
Accounts payable	$ 2,165,226	$ 32,833	$ -	$ 374,402	$ 3,314,478	$ 434,260	$ 6,321,199
Accrued payroll	2,574,909	17,816	-	-	12,061	193,801	2,798,587
Deposits payable	3,203,512	-	-	-	-	-	3,203,512
Due to other funds	-	-	-	-	-	1,409,174	1,409,174
Unearned revenue	-	-	6,216,817	-	-	-	6,216,817
Total liabilities	7,943,647	50,649	6,216,817	374,402	3,326,539	2,037,235	19,949,289
Deferred Inflows of Resources							
Lease related	3,708,910	-	-	-	-	-	3,708,910
Fund balances (deficit)							
Nonspendable	199,081	-	-	-	-	-	199,081
Restricted	-	8,520,812	-	-	40,391,087	14,015,393	62,927,292
Committed	2,916,934	-	-	-	-	-	2,916,934
Assigned	3,791,233	-	-	968,320	-	-	4,759,553
Unassigned	14,055,964	-	-	-	-	(229,121)	13,826,843
Total fund balances (deficit)	20,963,212	8,520,812	-	968,320	40,391,087	13,786,272	84,629,703
Total liabilities, deferred inflows of resources and fund balances	$ 32,615,769	$ 8,571,461	$ 6,216,817	$ 1,342,722	$ 43,717,626	$ 15,823,507	$ 108,287,902

See Notes to Financial Statements

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written

City of Campbell

Reconciliation of the Governmental Funds Balance Sheet to the Statement of Net Position

Year Ended June 30, 2024

Fund balances - total governmental funds		$ 84,629,703
Amounts reported for governmental activities in the Statement of Net Position are different because:		
Capital assets used in governmental activities are not current financial resources and therefore are not reported in the governmental funds balance sheet:		
Capital assets	$ 141,145,041	
Accumulated depreciation	(50,238,677)	
		90,906,364
Long-term liabilities applicable to the City's governmental activities are not due and payable in the current period and accordingly are not reported as fund liabilities. Interest on long-term liabilities is not accrued in governmental funds, but rather is recognized as an expenditures when due. All liabilities, both current and long-term, are reported in the Statement of Net Position. Balances at year-end are:		
Bonds and certificates of participation	(54,897,027)	
Loans	(3,403,722)	
Leases payable	(1,521,494)	
Compensated absences	(4,040,941)	
Claims payable	(754,423)	
Accrued interest	(687,847)	
		(65,305,454)
OPEB related liabilities applicable to the City's governmental activities are not due and payable in the current period and accordingly are not reported as fund liabilities. Deferred outflows of resources and deferred inflows of resources related to OPEB are only reported in the Statement of Net Position as the changes in these amounts affects only the government-wide statements for governmental activities:		
Deferred outflows of resources	2,909,586	
Deferred inflows of resources	(997,089)	
Net OPEB liability	(5,531,197)	
		(3,618,700)
Pension related liabilities applicable to the City's governmental activities are not due and payable in the current period and accordingly are not reported as fund liabilities. Deferred outflows of resources and deferred inflows of resources related to pensions are only reported in the Statement of Net Position as the changes in these amounts effects only the government-wide statements for governmental activities:		
Deferred outflows of resources	27,711,430	
Deferred inflows of resources	(851,909)	
Net pension liability	(76,044,111)	
		(49,184,590)
Internal service funds are used by management to charge the costs of certain activities, such as equipment management, information technology, and workers' compensation self-insurance, to individual funds. The assets and liabilities of the internal service funds are included in governmental activities in the Statement of Net Position.		1,920,593
Net Position of Govenmental Activities		$ 59,347,916

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

City of Campbell
Statement of Revenues, Expenditures, and Changes in Fund Balances – Governmental Funds
Year Ended June 30, 2024

	General Fund	Special Revenue Funds: Housing Assets	Special Revenue Funds: ARPA Fund	Capital Projects Fund: Capital Projects Fund	Capital Projects Fund: Measure O	Other Governmental Funds	Total Governmental Funds
Revenues							
Property taxes	$ 21,912,688	$ -	$ -	$ -	$ -	$ 4,491,100	$ 26,403,788
Sales and use taxes	16,549,227	-	-	-	-	-	16,549,227
Other Taxes	8,991,901	-	-	-	-	-	8,991,901
Special assessments	-	-	-	-	-	1,392,199	1,392,199
Licenses and permits	3,344,256	-	-	-	-	-	3,344,256
Fines and forfeitures	172,012	-	-	-	-	37,325	209,337
Investment income	1,156,980	66,946	-	-	2,091,758	717,823	4,033,507
Rents and leases	3,172,450	-	-	-	-	-	3,172,450
Intergovernmental	1,358,912	150,000	1,995,935	-	-	4,641,340	8,146,187
Charges for services	6,243,053	-	-	-	-	982,320	7,225,373
Project revenues	-	-	-	101,987	-	-	101,987
Parkland dedication fees	-	-	-	-	-	581,630	581,630
Miscellaneous revenues	237,863	371,233	-	-	-	96,963	706,059
Total revenues	63,139,342	588,179	1,995,935	101,987	2,091,758	12,940,700	80,857,901

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written

See Notes to Financial Statements

City of Campbell
Statement of Revenues, Expenditures, and Changes in Fund Balances – Governmental Funds, Continued
Year Ended June 30, 2024

	General Fund	Special Revenue Funds: Housing Assets	Special Revenue Funds: ARPA Fund	Capital Projects Fund: Capital Projects Fund	Capital Projects Fund: Measure O	Other Governmental Funds	Total Governmental Funds
Expenditures							
Current							
General government	9,854,402	-	200,718	-	136,834	3,971	10,195,925
Recreation	6,801,733	-	-	-	-	-	6,801,733
Community development	3,941,432	667,619	-	-	-	2,901	4,611,952
Public safety	33,752,714	-	-	-	-	155,166	33,907,880
Public works	6,801,853	-	-	-	-	6,946,190	13,748,043
Capital outlay	-	-	-	4,153,269	14,405,964	-	18,559,233
Debt service							
Principal	304,448	-	-	-	-	3,095,000	3,399,448
Interest and fiscal charges	42,290	-	-	-	-	2,023,950	2,066,240
Total expenditures	61,498,872	667,619	200,718	4,153,269	14,542,798	12,227,178	93,290,454
Excess (deficiency) of revenues over (under) expenditures	1,640,470	(79,440)	1,795,217	(4,051,282)	(12,451,040)	713,522	(12,432,553)
Other financing sources (uses)							
Leases issued	142,282	-	-	-	-	-	142,282
Transfers in	1,635,595	104,564	-	4,090,496	-	2,658,100	8,488,755
Transfers out	(4,598,406)	-	(1,835,935)	-	-	(2,819,836)	(9,254,177)
Total other financing sources (uses)	(2,820,529)	104,564	(1,835,935)	4,090,496	-	(161,736)	(623,140)
Net change In fund balances	(1,180,059)	25,124	(40,718)	39,214	(12,451,040)	551,786	(13,055,693)
Fund balances (deficit) at beginning of year	22,143,271	8,495,688	40,718	929,106	52,842,127	13,234,486	97,685,396
Fund balances at end of year	$ 20,963,212	$ 8,520,812	$ -	$ 968,320	$ 40,391,087	$ 13,786,272	$ 84,629,703

See Notes to Financial Statements

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written

City of Campbell

Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances of Governmental Funds to the Statement of Activities

Year Ended June 30, 2024

Net change in fund balances - total governmental funds		$ (13,055,693)
Amounts reported for governmental activities in the Statement of Activities are different because:		
When capital assets that are to be used in governmental activities are purchased or constructed, the resources expended for those assets are reported as expenditures in governmental funds. However, in the Statement of Activities, the cost of those assets is allocated over the estimated useful lives and reported as depreciation expense. As a result, fund balance decreases by the amount of financial resources expensed, whereas net position decreases by the amount of depreciation expense charged for the year.		
Capital outlay	18,559,233	
Depreciation expense	(3,742,876)	
		14,816,357
Repayment of bond principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the Statement of Net Position.		
Principal payments on bonds and loans		3,479,353
Accrued interest expense related to the long-term liabilities. This amount is the difference between the amount of interest paid and the amount of interest incurred on long-term liabilities.		120,721
Lease proceeds provide current financial sources to governmental funds, but issuing debt increases long-term liabilities in the Statement of Net Position.		(142,282)
Some expenses reported in the Statement of Activities do not require the use of current financial resources, and therefore, are not reported as expenditures in the governmental funds.		
Payments or issuance of leases payable	203,791	
Net change in compensated absences	(188,409)	
Net change in claims payable	(284,620)	
		(269,238)
Pension expense reported in the governmental funds includes the annual required contributions. In the Statement of Activities, pension expense includes the change in the net pension liability, and related change in pension amounts for deferred outflows of resources and deferred inflows of resources.		(5,571,252)
OPEB expense reported in the governmental funds includes the annual required contributions. In the Statement of Activities, OPEB expense includes the change in the net OPEB liability, and related change in OPEB amounts for deferred outflows of resources and deferred inflows of resources.		(200,215)
Internal service funds are used by management to charge the costs of certain activities, such as equipment management, information technology, and workers' compensation self-insurance, to individual funds. The net revenue (expense) of these internal service funds are included in the governmental activities in the Statement of Net Position.		1,307,359
Change in net position of governmental activities		$ 485,110

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Internal Service Funds

Account for City operations financed and operated in a manner similar to a private business enterprise. The intent of the City is that the cost of providing goods and services to other City funds be financed through user charges to those funds.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

City of Campbell
Statement of Net Position – Proprietary Funds
June 30, 2024

	Governmental Activities Internal Service Funds
Assets	
Current assets	
Cash and investments	$ 6.272.032
Accounts receivable	60,451
Prepaid items	122,313
Deposits	90,000
Total current assets	6,544,796
Noncurrent assets	
Capital assets, net of accumulated depreciation and amortization	1,320,136
Total assets	7,864,932
Deferred outflows of resources	
Amount related to pensions	600,376
Amount related to OPEB	90,014
Total deferred outflows of resources	690,390
Liabilities	
Current liabilities	
Accounts payable	406,359
Accrued payroll	60,375
Compensated absences, current portion	45,678
Lease payable	437,240
Subscription payable	36,175
Claims and judgments payable, current portion	519,912
Total current liabilities	1,505,739
Noncurrent liabilities	
Compensated absences	48,191
Claims payable and judgments	2,912,524
Net OPEB liability	171,118
Net pension liability	1,966,310
Total noncurrent liabilities	5,098,143
Total liabilities	6,603,882
Deferred inflows of resources	
Amount related to OPEB	30,847
Total deferred inflows of resources	30,847
Net position	
Net investment in capital assets	846,721
Unrestricted	1,073,872
Total net position	$ 1,920,593

See Notes to Financial Statements

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

City of Campbell

Statement of Revenues, Expenses, and Changes in Fund Net Position – Proprietary Funds
Year Ended June 30, 2024

	Governmental Activities Internal Service Funds
Operating revenues	
Investment income	$ 271,506
Charges for services	2,960,728
Other	27,014
Total operating revenues	3,259,248
Operating expenses	
Personnel services	994,865
Services and supplies	1,334,695
Depreciation	373,767
Total operating expenses	2,703,327
OPERATING LOSS	555,921
NONOPERATING INCOME (EXPENSES):	
Loss on disposal of capital assets	(13,984)
Operating loss	541,937
Transfers	
Transfers in	769,322
Transfers out	(3,900)
Total transfers	765,422
Change in net position	1,307,359
Net position at beginning of year	613,234
Net position at end of year	$ 1,920,593

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

City of Campbell

Statement of Cash Flows – Proprietary Funds
Year Ended June 30, 2024

	Governmental Activities – Internal Service Funds
Cash flows from operating activities	
Cash received from department users	$ 3,236,812
Cash payments to suppliers of goods and services	(1,652,308)
Cash payments to employees for services	(1,184,488)
Net cash provided by operating activities	400,016
Cash flows from noncapital financing activities:	
Cash received from other funds	769,322
Cash paid to other funds	(3,900)
Net cash provided by noncapital financing activities	765,422
Cash flows from capital and related financing activities	
Acquisition of capital assets	(46,529)
Net cash used by capital and related financing activities	(46,529)
Net increase in cash and cash equivalents	1,118,909
Cash and cash equivalents at beginning of year	5,153,123
Cash and cash equivalents at end of year	$ 6,272,032
Reconciliation of operating loss to	
Net cash provided by operating activities	
Operating loss	$ 555,921
Adjustments to reconcile operating loss to net cash provided by operating activities	
Depreciation and amortization	373,767
Changes in operating assets and liabilities	
(Increase) decrease in accounts receivable	(22,436)
(Increase) decrease in prepaid expenses	(122,313)
Increase (decrease) in accounts payable	283,971
Increase (decrease) in accrued payroll	2,430
Increase (decrease) in compensated absences	(40,614)
Increase (decrease) in subscription liabilities	(52,927)
Increase (decrease) in claims and judgments payable	(479,271)
Increase (decrease) in net OPEB and related deferrals	(2,197)
Increase (decrease) in net pension liability and related deferrals	(96,315)
Net cash provided by operating activities	$ 400,016

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Private-Purpose Trust Fund

The private-purpose trust fund was created to account for the assets and liabilities of the Campbell Successor Agency, effective February 1, 2012. These amounts represent the assets and liabilities of the former Campbell Redevelopment Agency.

Custodial Funds

Custodial funds are used to account for assets held by the City as an agent for individuals, private organizations, and other governments. The financial activities of these funds are excluded from the government-wide financial statements but are presented in separate Fiduciary Fund financial statements.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

City of Campbell
Statement of Fiduciary Net Position – Fiduciary Funds
June 30, 2024

	Private-Purpose Trust Fund	Custodial Funds
Assets		
Cash and investments	$ 993,906	$ 2,597,868
Cash held with fiscal agent	700	-
Accounts receivable	3,366	6,781
	997,972	2,604,649
Capital assets, not being depreciated	7,123,531	-
Capital assets, net of accumulated depreciation	6,939,972	-
	14,063,503	-
Total assets	15,061,475	2,604,649
Liabilities		
Accounts payable	-	128,891
Accrued interest payable	67,926	-
Unearned revenues	-	374,757
	67,926	503,648
Long-term liabilities		
Due within one year	1,630,000	-
Due in more than one year	11,270,000	-
	12,900,000	-
Total liabilities	12,967,926	503,648
Net Position		
Restricted for individuals and organizations	$ 2,093,549	$ 2,101,001

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

City of Campbell

Statement of Changes in Net Position – Fiduciary Funds

Year Ended June 30, 2024

	Private-Purpose Trust Fund	Custodial Funds
Additions		
Local government-administered contributions	$ 1,915,098	$ 1,283,670
Other income	-	719,461
Investment income	21,614	25,463
Total additions	1,936,712	2,028,594
Deductions		
Professional and special services	3,091	980,563
Administrative	-	859,855
Depreciation	697,519	-
Interest and fiscal agent costs	302,285	-
Total deductions	1,002,895	1,840,418
Change in net position	933,817	188,176
Net position at beginning of year	1,159,732	1,912,825
Net position at end of year	$ 2,093,549	$ 2,101,001

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Note 1 - Summary of Significant Accounting Policies

The financial statements of the City of Campbell, California (the City), have been prepared in accordance with Generally Accepted Accounting Principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the government's accounting policies are described below.

Reporting Entity

The City of Campbell was incorporated March 28, 1952, under the general laws of the State of California. The City operates under a Council Manager form of government providing such services as public safety (police, contracted fire services, and building inspection), street and sidewalk maintenance, recreation, planning and zoning, and general administrative services. The accompanying financial statements present the activities of the City of Campbell (the primary government) and its blended component units, entities for which the City is financially accountable.

City of Campbell Lighting and Landscape District (the District) is a City-wide assessment District established in 1980 to provide lighting and landscape services and a funding source for these services. The District is governed by a Board composed of City Council members and lighting services are provided by City employees. Although legally separate, this District is so intertwined with the City that it is, in substance, one and the same. Accordingly, it is blended with the City in these financial statements. No separate financial statements are prepared for the District.

Measurement Focus and Basis of Accounting

The basic financial statements of the City are composed of the following:

- Government-wide financial statements
- Fund financial statements
- Notes to the basic financial statements

Government-Wide Financial Statements:

Government-wide financial statements display information about the reporting government as a whole, except for its fiduciary activities. These statements include a column for the governmental activities of the primary government (including its blended component units). Eliminations have been made in the Statement of Activities so that certain allocated expenses are recorded only once (by the function to which they were allocated). However, interfund services provided and used are not eliminated in the process of consolidation.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include: (1) charges to customers or applicants who purchase, use or directly benefit from goods, services, or privileges provided by a given function or segment and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Government-wide financial statements are presented using the *economic resources measurement focus* and *accrual basis of accounting*, as are the proprietary fund financial statements and the fiduciary private-purpose trust fund financial statements. Under the economic resources' measurement focus, all (both current and long-term) economic resources and obligations are reported. Basis of accounting refers to when revenues and expenses are recognized in the accounts and reported in the financial statements. Under the accrual basis of accounting, revenues, expenses, gains, losses, assets, deferred outflows of resources, liabilities and deferred inflows of resources, resulting from exchange and exchange-like transactions are recognized when the exchange takes place. Revenues, expenses, gains, losses, assets, and liabilities resulting from nonexchange transactions are recognized in accordance with the requirements of GASB Statement No. 33, *Accounting and Financial Reporting for Nonexchange Transactions.*

Amounts paid to acquire capital assets are capitalized as assets in the government-wide financial statements, rather than reported as expenditures. Proceeds of long-term debt are recorded as a liability in the government-wide financial statements, rather than as another financing source. Amounts paid to reduce long-term indebtedness of the reporting government are reported as a reduction of the related liability, rather than as an expenditure.

Fund Financial Statements

The underlying accounting system of the City is organized and operated on the basis of separate funds, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, deferred outflows of resources, liabilities, deferred inflows of resources, fund equity, revenues, and expenditures or expenses, as appropriate. Governmental resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

Fund financial statements for the primary government's governmental, proprietary, and fiduciary funds are presented after the government-wide financial statements. These statements display information about major funds individually and nonmajor funds in the aggregate for governmental and proprietary funds. Fiduciary statements include financial information for the private-purpose trust fund, and custodial funds. Custodial funds of the City primarily represent assets held by the City in a custodial capacity for other individuals or organizations.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Governmental Funds

In the fund financial statements, governmental funds are presented using the *modified-accrual basis of accounting.* Their revenues are recognized when they become *measurable* and *available* as net current assets. *Measurable* means that the amounts can be estimated, or otherwise determined. *Available* means that the amounts were collected during the reporting period or soon enough thereafter to be available to finance the expenditures accrued for the reporting period. The City uses an availability period of 365 days, except property taxes which are considered to be available if collected within 60 days.

Sales taxes, property taxes, franchise taxes, gas taxes, motor vehicle in lieu, transient occupancy taxes, grants and interest associated with the current fiscal period are all considered to be susceptible to accrual and so they have been recognized as revenues of the current fiscal period to the extent normally collected within the availability period. Other revenue items are considered to be measurable and available when cash is received by the government.

Exchange transactions are recognized as revenues in the period in which they are earned (i.e., the related goods or services are provided). *Locally imposed derived tax revenues* are recognized as revenues in the period in which the underlying exchange transaction upon which they are based takes place. *Imposed nonexchange* transactions are recognized as revenues in the period for which they were imposed. If the period of use is not specified, they are recognized as revenues when an enforceable legal claim to the revenues arises or when they are received, whichever occurs first.

Government-mandated and voluntary nonexchange transactions are recognized as revenues when all applicable eligibility requirements have been met.

In the fund financial statements, governmental funds are presented using the *current financial resources measurement focus.* This means that only current assets, current liabilities, and deferred inflows of resources are generally included on their balance sheets. The reported fund balance (net current assets) is considered to be a measure of “available spendable resources”. Governmental fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Accordingly, they are said to present a summary of sources and uses of “available spendable resources” during a period.

Due to the nature of their spending measurement focus, expenditure recognition for governmental fund types excludes amounts represented by noncurrent liabilities. Since they do not affect current assets, such long-term amounts are not recognized as governmental fund type expenditures or fund liabilities.

Amounts expended to acquire capital assets are recorded as *expenditures* in the year that resources were expended, rather than as fund assets. The proceeds of long-term debt are recorded as *other financing sources* rather than as a fund liability. Amounts paid to reduce long-term indebtedness are reported as fund expenditures.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Proprietary and Fiduciary Funds

The City's internal service funds are proprietary funds. In the fund financial statements, proprietary funds and fiduciary funds are presented using the *accrual basis of accounting.* Revenues are recognized when they are earned, and expenses are recognized when the related goods or services are delivered. In the fund financial statements, proprietary funds and the fiduciary funds, are presented using the economic resources measurement focus. This means that all assets and all liabilities (whether current or noncurrent) associated with their activity are included on their statements of net position. Proprietary fund type operating statements present increases (revenues) and decreases (expenses) in total net position.

Proprietary funds operating revenues, such as charges for services, result from exchange transactions associated with principal activity of the fund. Exchange transactions are those in which each party receives and gives up essentially equal values. In addition, Proprietary funds defines investment earnings as operating income. Nonoperating revenues, such as subsidies, and taxes result from nonexchange transactions or ancillary activities. Amounts paid to acquire capital assets are capitalized as assets in the proprietary fund financial statements, rather than reported as an expense. Proceeds of long-term debt are recorded as a liability in the proprietary fund financial statements. Amounts paid to reduce long- term indebtedness of the proprietary funds are reported as a reduction of the related liability.

Fund Classifications

The City reports the following major governmental funds:

The General Fund is used to account for resources traditionally associated with governments, such as administration, engineering and public safety, which are not required to be accounted for in another fund.

The Housing Assets Special Revenue Fund is used to account for resources received from the dissolution of the former Campbell Redevelopment Agency dedicated to low- and moderate-income housing activities pursuant to the California Health and Safety Code.

The ARPA Special Revenue Fund is used to account for American Rescue Plan Act (ARPA) federal grant funds which are provided for specific purposes.

The Capital Projects Fund is used to account for the expenditures and financing of the City's capital projects.

The Measure O Capital Projects Fund is used to accounts for the expenditures and financing of the City's capital projects related to the Measure O bond.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Additionally, the City reports the following fund types:

Special Revenue Funds - These funds are used to account for specific revenues that are legally restricted to expenditure for a particular purpose.

Debt Service Fund - These funds are used to account for the activity related to the City's share of proceeds from the 2016 Refunding Lease Revenue Bonds and 2018 election General Obligation Bonds, which were utilized chiefly to fund capital projects and refund debt related to the Police Station, City's Community Center and deferred street maintenance projects.

Internal Service Funds - These funds are used to account for the City's motor vehicle pool, workers' compensation self-funded insurance program and information technology services. Departments of the City are charged for the services provided or benefits received from these funds.

Fiduciary Funds - The City maintains two types of Fiduciary Funds - a Private-Purpose Trust Fund and Custodial Funds. The Private-Purpose Trust Fund accounts for activities of the Successor Agency to the Campbell Redevelopment Agency. Custodial Funds are used to account for monies held for the West Valley Solid Waste Management Authority, 1915 Act Bonds, and the Santa Clara County Specialized Enforcement Task Fund (SCCET).

Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net assets that applies to a future period and so will not be recognized as an outflow of resources (expense/expenditure) until that time. The City has the following items that qualify for reporting in this category:

- Deferred outflows of resources related to OPEB and pension plans equal to employer contributions made after the measurement date of the net OPEB liability and the net pension liability.

- Deferred outflows of resources related to OPEB and pensions for differences between actual and expected experiences. These amounts are amortized over a closed period equal to the average of the expected remaining service lives of all employees that are provided with pensions through the plans.

- Deferred outflows of resources related to OPEB and pensions resulting from changes in assumptions. These amounts are amortized over a closed period equal to the average expected remaining service lives of all employees that are provided with pensions through the plans.

- Deferred outflows of resources related to pension plans for the changes in the employer's proportion and differences between the employer's contributions and the employer's proportionate share of contributions. These amounts are amortized over a closed period equal to the average of the expected remaining service lives of all employees that are provided with pensions through the plans.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

- Deferred outflows of resources related to OPEB and pensions resulting from the net differences between projected and actual earnings on plan investments of the pension plans fiduciary net position. These amounts are amortized over five years.

In addition to liabilities, the statement of net position and governmental funds balance sheet will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net assets that applies to a future period and will not be recognized as an inflow of resources (revenue) until that time. The City has the following items that qualify for reporting in this category:

- Deferred inflows of resources related to OPEB and pensions for differences between actual and expected experiences. These amounts are amortized over a closed period equal to the average of the expected remaining service lives of all employees that are provided with pensions through the plans.

- Deferred inflows of resources related to OPEB and pensions resulting from changes in assumptions. These amounts are amortized over a closed period equal to the average expected remaining service lives of all employees that are provided with pensions through the plans.

- Deferred inflows of resources related to pensions for the changes in employer's proportion and differences between the employer's contributions and the employer's proportionate share of contributions. These amounts are amortized over a closed period equal to the average of the expected remaining service lives of all employees that are provided with pensions through the plans.

- Deferred inflows of resources related to OPEB and pension plans resulting from the net differences between projected and actual earnings on plan investments of the plan's fiduciary net position. These amounts are amortized over five years.

- Deferred inflows of resources related to unavailable revenues. These amounts will be recognized once cash is received in a fiscal year or with the availability period.

- Deferred inflows of resources related to leases. These amounts will be recognized once rental and lease payments are earned.

Net Position and Fund Balance Flow Assumptions

In the government-wide financial statements, when expenses are incurred for purposes for which both restricted and unrestricted net position are available, the City's policy is to apply restricted net position first.

In the governmental fund financial statements, when expenditures are incurred for purposes for which all categories of fund balances are available, the City's general policy is to apply the expenditures against fund balance in the following order: restricted, committed, assigned, and unassigned.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Property Taxes

All property taxes and special assessments are levied and collected by the County of Santa Clara (the County) and paid upon collection to the various taxing entities including the City, Successor Agency of the former Redevelopment Agency, and Lighting and Landscape District. Secured taxes are levied on July 1 and are due in two installments on November 1 and February 1 and become delinquent on December 10 and April 10, respectively. Unsecured taxes are due on July 1 and become delinquent on August 31. The lien date for secured and unsecured property taxes is January 1 of the preceding fiscal year.

The County is permitted by State law to levy taxes at 1% of full market value at time of purchase plus other increases approved by the voters and can increase the assessed value no more than 2% per year. The City receives its proportionate share of this levy.

The City has adopted an alternative method of property tax distribution called the Teeter Plan. Under this method, the City receives 100% of its secured property tax levied in exchange for foregoing any interest and penalties collected on delinquent taxes. The City receives payments as a series of advances made by the County throughout the year. Secured property tax levy is recognized as revenue upon receipt, including the final payment, which generally is received within 60 days after the fiscal year end.

The term “unsecured” refers to taxes on personal property other than real estate, land and buildings. Property tax revenues are recognized by the City in the fiscal year they are assessed, provided they become available as defined above.

Cash and Investments

Investments are reported in the accompanying financial statements at fair value, which is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. Investments in external investment pools are valued based on the stated fair value represented by the external investment pool.

Changes in fair value that occur during a fiscal year are recognized as *investment income* reported for that fiscal year. *Investment income* includes interest earnings, changes in fair value, and any gains or losses realized upon the liquidation, maturity, or sale of investments.

The City pools cash and investments of all funds, except for assets held by fiscal agents. Each fund’s share in this pool is displayed in the accompanying financial statements as *cash and investments.* Investment income earned by the pooled investments is allocated to the various funds based on each fund’s quarterly average cash and investment balance.

For purposes of the Statement of Cash Flows, cash equivalents are defined as short-term, highly liquid investments with maturities of three months or less at the time of purchase that they present insignificant risk of changes in value because of limited interest rate risk. Cash equivalents also represent the proprietary fund’s share in the cash and investment pool of the City.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Capital Assets

Capital assets are recorded at cost where historical records are available and at an estimated historical cost where no historical records exist. Contributed capital assets are valued at their acquisition value at the date of the contribution. Generally, the City capitalizes all infrastructures with a value greater than $25,000. All other capital asset purchases in excess of $5,000 are capitalized if they have an expected useful life of more than one year. Capital assets include all public domain (infrastructure) assets consisting of certain improvements, including roads, streets, sidewalks, medians, and storm drains.

The following schedule summarizes capital asset useful lives:

Buildings and improvements	40 years
Other improvements	20 years
Right-to-use leased equipment	3 to 15 years
Machinery and equipment	3 to 20 years
Infrastructure	15 to 40 years

Depreciation has been provided using the straight-line method over the estimated useful life of the asset in the government-wide financial statements and in the fund financial statements of the proprietary funds.

Compensated Absences

Accrued vacation and sick leave are accrued as earned by employees. City employees may accrue vacation up to certain maximums as of December 31 of each calendar year, which vary depending on classification and years of service. Upon termination, they may be compensated for their vacation balance at current hourly rates. Similarly, sick leave may be accumulated without limit and employees may be compensated upon termination based on a vesting schedule determined by years of service, compensated at current hourly rates.

For all governmental funds, a liability of these amounts is reported only if they have matured, for example, as a result of employee resignations and retirements. The remaining portion is recorded as a liability in the Statement of Net Position. For Internal Service Funds, liabilities of these amounts are recorded liabilities of those funds.

Compensated absences are typically liquidated in the General Fund.

Pensions

For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the City's California Public Employees' Retirement System (CalPERS) plans (Plans) and additions to/deductions from the Plans' fiduciary net position have been determined on the same basis as they are reported by CalPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

Postemployment Benefits Other Than Pensions (OPEB)

For purposes of measuring the net OPEB liability and deferred outflows/inflows of resources related to OPEB, and OPEB expense, information about the fiduciary net position of the City's OPEB Plan and additions to/deductions from the OPEB Plans' fiduciary net position have been determined on the same basis as they are reported by the Plan. For this purpose, the City's OPEB Plan recognizes benefit payments when due and payable in accordance with the benefit terms. Investments are reported at fair value.

Leases and Subscription-Based Information Technology Arrangements (SBITA)

The City is a lessee for a noncancellable lease of equipment and subscription assets. The City recognizes a lease/SBITA liability and an intangible right-to-use lease asset (lease/SBITA asset) in the government-wide financial statements. The City recognizes lease/SBITA liabilities with an initial, individual value of $5,000 or more. At the commencement of a lease or SBITA, the City initially measures the lease/SBITA liability at the present value of payments expected to be made during the lease term. Subsequently, the lease/SBITA liability is reduced by the principal portion of lease payments made.

The lease/SBITA asset is initially measured as the initial amount of the lease/SBITA liability, adjusted for lease/SBITA payments made at or before the commencement date, plus certain initial direct costs. Subsequently, the asset is amortized on a straight-line basis over its useful life.

The City recognizes a lease receivable and a deferred inflow of resources in the government-wide and governmental fund financial statements. At the commencement of a lease, the City initially measures the lease receivable at the present value of payments expected to be received during the lease term. Subsequently, the lease receivable is reduced by the principal portion of lease payments received. The deferred inflow of resources is initially measured as the initial amount of the lease receivable, adjusted for lease payments received at or before the lease commencement date. Subsequently, the deferred inflow of resources is recognized as revenue over the life of the lease term.

Use of Estimates

The preparation of financial statements requires management to make certain estimates and assumptions that affect the reported amounts of assets, deferred outflows of resources, liabilities and deferred inflows of resources, at the date of the financial statements, as well as the reported amounts of revenue and expenses/expenditures during the reporting period. Actual results could differ from those estimates.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Note 2 - Cash and Investments

Cash and Investments

Cash and investments as of June 30, 2024 are classified in the accompanying financial statements as follows:

Statement of Net Position		
Cash and investments	$	95,634,420
Cash held with fiscal agent		569,553
Statement of Fiduciary Net Position		
Cash and investments		3,591,774
Cash held with fiscal agent		700
Total Cash and Investments	$	99,796,447

Cash and investments as of June 30, 2024 consisted of the following:

Cash on Hand	$	9,090
Deposits with Financial Institutions		4,472,531
Investments		95,314,826
Total Cash and Investments	$	99,796,447

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Investments Authorized by the California Government Code and the City's Investment Policy

The table below identifies the investment types that are authorized for the City by the California Government Code and the City's investment policy. The table also identifies certain provisions of the California Government Code (or the City's investment policy, if more restrictive) that address interest rate risk and concentration of credit risk. This table does not address investments of debt proceeds held by bond trustee that are governed by the provisions of debt agreements of the City, rather than the general provisions of the California Government Code or the City's investment policy.

Authorized Investment Types	Maximum Maturity	Minimum Credit Quality	Maximum Percentage Allowed	Maximum Investment in One Issuer
U.S. Treasury Obligations	5 years	None	None	None
U.S. Agency Securities	5 years	None	75%	None
Federal Instrumentality (government sponsored enterprise)	5 years	None	75%	None
Repurchase Agreements	1 year	A/A-1	10%	None
Commercial Paper	270 days	*	25%	5%
Banker's Acceptance	180 days	A-1 or P-1 or F-1	30%	5%
Medium-Term Notes	5 years	A-A-1	30%	5%
Non-negotiable Time Certificates of Deposit	5 years	None	25%	$1 million
Negotiable Certificates of Deposit	5 years	None	30%	None
California Local Agency Investment Fund (LAIF)	N/A	None	None	$75 million per account
Mutual Funds	N/A	AAAm or Aaa or AAA/V1+	15%	10%
Money Market Mutual Funds	N/A	AAAm or Aaa or AAA/V1+	15%	10%
Municipal and State Obligations	5 years	A-A-1	None	5%

* Issuer must be U.S. general corporation having assets in excess of $500,000,000 with debt other than commercial paper rated A or higher or U.S. special purpose corporation, trust or limited liability company having program-wide credit enhancements and commercial paper rated A-1 or higher.

N/A - Not Applicable

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Investments Authorized by Debt Agreements

Investment of debt proceeds held by bond trustees are governed by provisions of the debt agreements, rather than the general provisions of the California Government Code or the City's investment policy. The table below identifies the investment types that are authorized for investments held by bond trustee. The table also identifies certain provisions of these debt agreements that address interest rate risk, credit risk, and concentration of credit risk.

Authorized Investment Types	Maximum Maturity	Minimum Credit Quality	Maximum Percentage Allowed	Maximum Investment in One Issuer
U.S. Treasury Bonds, Notes and Bills	5-7 years	None	No Limit	No Limit
U.S. Government Sponsored Entities	5-7 years	AAA	No Limit	No Limit
Time Certificates of Deposit - Banks or Savings and Loans	1 year	None	No Limit	No Limit
Banker's Acceptance	360 days	A-1/P-1	No Limit	No Limit
Commercial Paper	270 days	A	No Limit	No Limit
Repurchase Agreements	30 days - 7 Years	A	No Limit	No Limit
California Local Agency Investment Fund (LAIF)	N/A	None	No Limit	$75 million per account
Money Market Funds	N/A	A	No Limit	10%
Investment Agreements	5-7 years	A	No Limit	No Limit
Other Tax Exempt Organizations	7 years	A	No Limit	No Limit
California Asset Management Program (CAMP)	N/A	None	No Limit	No Limit

Disclosures Relating to Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. One of the ways that the City manages its exposure to interest rate risk is by purchasing a combination of shorter term and longer term investments and by timing cash flows from maturities so that a portion of the portfolio is maturing or coming close to maturity evenly over time as necessary to provide the cash flow and liquidity needed for operations.

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Information about the sensitivity of the fair values of the City's investments (including investments held by bond trustee) to market interest rate fluctuations is provided by the following table that shows the distribution of the City's investments by maturity. For purposes of the schedule shown below, any callable securities are assumed to be held to maturity.

	Remaining Maturity (in Months)			
Investment Type	12 Months or Less	13 to 24 Months	25 to 60 Months	Total
U.S. Government Sponsored Entities	$ 10,840,770	$ 3,876,700	$ 979,170	$ 15,696,640
California Local Agency Investment Fund	78,620,990	-	-	78,620,990
Negotiable Certificates of Deposits	997,196	-	-	997,196
Total Investments	$ 90,458,956	$ 3,876,700	$ 979,170	$ 95,314,826

Disclosures Relating to Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. Presented below is the minimum rating required by (where applicable) the California Government Code, the City's investment policy, or debt agreements, and the actual Standard & Poor's rating as of year-end for each investment type.

Investment Type	Minimum Legal Rating	Total as of June 30, 2024	AA+	Not Rated
U.S. Government Sponsored Entities	None	$ 15,696,640	$ 15,696,640	$ -
California Local Agency Investment Fund	None	78,620,990	-	78,620,990
Negotiable Certificates of Deposits	None	997,196	-	997,196
Total Investments		$ 95,314,826	$ 15,696,640	$ 79,618,186

Concentration of Credit Risk

The investment policy of the City contains no limitations on the amount that can be invested in any one issuer beyond that stipulated by the California Government Code. At June 30, 2024, the Federal Home Loan Banks securities represented more than 5% of total City investments at $13,734,460, which was approximately 14.41%.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Custodial Credit Risk

Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for *investments* is the risk that, in the event of the failure of the counterparty (e.g., broker-dealer) to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The California Government Code and the City's investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for deposits or investments, other than the following provision for deposits: the California Government Code requires that a financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the governmental unit). The market value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies. California law also allows financial institutions to secure City deposits by pledging first trust deed mortgage notes having a value of 150% of the secured public deposits. At June 30, 2024, the City's deposits were either federally insured or collateralized.

For investments identified herein as held with fiscal agent, the trustee selects the investment under the terms of the applicable trust agreement, acquires the investment, and holds the investment on behalf of the reporting government.

Investment in State Investment Pool

The City is a voluntary participant in the Local Agency Investment Fund (LAIF) that is regulated by the California Government Code under the oversight of the Treasurer of the State of California. The fair value of the City's investment in this pool is reported in the accompanying financial statements at amounts based upon the City's pro rata share of the fair value provided by LAIF for the entire LAIF portfolio (in relation to the amortized cost of that portfolio). The balance available for withdrawal is based on the accounting records maintained by LAIF, which are recorded on an amortized cost basis.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Fair Value Measurements

The City measures and records its investments using fair value measurement guidelines established by generally accepted accounting principles. These guidelines recognize a three-tiered fair value hierarchy. Level 1 inputs are quoted prices in active markets for identical investments, Level 2 inputs are observable inputs other than those in Level 1; and Level 3 inputs are unobservable inputs.

Debt and equity securities classified in Level 2 are valued using the following approaches: debt securities are normally valued based on price data obtained from observed transactions and market price quotations from broker dealers and/or pricing vendors; equity securities are valued using fair value per share for each fund. Certificates of deposit classified in level 2 are valued using broker quotes that utilize observable market inputs. Uncategorized - Investments in the California Investment Pool are not measured using the input levels above because the City's transactions are based on a stable net asset value per share. All contributions and redemptions are transacted at $1.00 net asset value per share.

The City has the following recurring fair value measurements as of June 30, 2024:

	Quoted Prices Level 1	Observable Inputs Level 2	Unobservable Inputs Level 3	Total
U.S. Government Sponsored Entities	$ -	$ 15,696,640	$ -	$ 15,696,640
Negotiable Certificates of Deposits	-	997,196	-	997,196
Total investments	$ -	$ 16,693,836	$ -	16,693,836
Uncategorized				
California local agency investment fund*				78,620,990
Total investment portfolio				$ 95,314,826

* uncategorized; not subject to fair value measurement tiers.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Note 3 - Interfund Transactions

Due To/From Other Funds

The current interfund outstanding balances result mainly from the time lag between the dates, that (1) interfund goods and services are provided (2) transactions are recorded in the accounting system, (3) payments between funds are made. These balances are normally repaid as they arise.

Current interfund balances are as follows:

Due from Other Funds	Due to Other Funds	Amount
General Fund	Other Governmental Funds	$ 1,409,174
		$ 1,409,174

Transfers In/Out

Transfers between funds during the fiscal year ended June 30, 2024 were as follows:

Transfers Out	Transfers In	Amount
General Fund	Other Governmental Funds (a) & (c)	$ 2,652,100
	Capital Projects Fund (e)	1,300,370
	Internal Service Funds (a) & (b)	645,936
ARPA Fund	General Fund (d)	1,482,695
	Housing Assets (d)	104,564
	Capital Projects Fund (d) & (e)	125,290
	Internal Service Funds (d)	123,386
Other Governmental Funds	General Fund (a)	149,000
	Capital Projects Fund (e)	2,664,836
	Other Governmental Funds (a)	6,000
Internal Service Funds	General Fund (a)	3,900
		$ 9,258,077

Interfund transfers were principally used for the following purposes:

(a) To fund specific program expenditures
(b) To fund equipment and vehicle replacements
(c) To fund a portion of debt service payments
(d) Grant funded program expenditures
(e) Capital project expenditures.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Note 4 - Notes and Loans Receivables

First-Time Homebuyer Loan Program

The City's Housing Assets Special Revenue Fund engages in a first-time homebuyer down payment assistance program designed to encourage home ownership among low- and moderate-income households. Under this program, a loan up to $50,000 is provided to eligible households to be used as part of the down payment for the purchase of a home in the City of Campbell. These promissory notes are secured by second deeds of trust and are due thirty years from the date the property was purchased. The notes require a payback of principal plus an 8% fee or an equity share payment, whichever is lower. The balance of the notes' receivable arising from this program at June 30, 2024 was $382,000.

Housing Rehabilitation and Affordable Housing Loans:

The City's Housing Assets Special Revenue Fund engages in programs designed to encourage construction or improvement in low to moderate income housing or other projects. Under these programs, grants or loans are provided under favorable terms to homeowners or developers who agree to spend these funds in accordance with the City's terms. The balance of the loan receivable arising from these programs at June 30, 2024 was $1,305,268.

Maravilla Loans

The City's Housing Assets Special Revenue Fund engages in programs designed to encourage home ownership among low- and moderate-income households in the Maravilla Community in the City of Campbell. Under this program, an interest free loan up to $200,274 is provided to eligible households to be used as part of the down payment for the purchase of a home in the Maravilla Community in the City of Campbell. These promissory notes are secured by second deeds of trust and are due forty-five years from the date the property was purchased. The balance of the note receivable arising from this program at June 30, 2024 was $3,515,258.

Additionally, under this program, a loan of $94,000 is provided to eligible households to be used as part of the down payment for the purchase of a home in the Maravilla Community in the City of Campbell. These promissory notes are secured by second deeds of trust, earn interest at a rate of 1% per annum, and are due thirty years from the date the property was purchased. The balance of the note receivable arising from this program at June 30, 2024 was $2,256,000.

Rehabilitation Loans

The City administers a housing rehabilitation program using Housing and Community Development Act funds. Under the Program, individuals with incomes below a certain level are eligible to receive low or no interest loans, secured by deeds of trust, for construction work on their homes. Federal funds received by the City are deposited with a commercial bank. Upon approval of loans, the bank disburses the funds and arranges for and collects repayments.

At June 30, 2024, the City had outstanding rehabilitation loans of $140,000 in its Community Development Block Grant Special Revenue Fund.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Note 5 - Capital Assets

Capital assets activity for the year ended June 30, 2024 is as follows:

	Balance at July 1, 2023,	Additions	Deletions	Transfers	Balance at June 30, 2024
Capital Assets, not Being Depreciated					
Land	$ 9,105,635	$ -	$ -	$ -	$ 9,105,635
Construction in progress	7,326,799	18,183,816	-	(5,513,080)	19,997,535
Total capital assets, not being depreciated	16,432,434	18,183,816	-	(5,513,080)	29,103,170
Capital Assets, Being Depreciated and Amortized					
Buildings and improvements	32,667,386	-	-	3,150,822	35,818,208
Right-to-use leased equipment and subscriptions	2,117,998	314,511	(62,886)	-	2,369,623
Machinery and equipment	11,638,108	182,504	(1,182,389)	292,301	10,930,524
Infrastructure	67,836,119	-	-	2,069,957	69,906,076
Total capital assets, being depreciated/amortized	114,259,611	497,015	(1,245,275)	5,513,080	119,024,431
Less Accumulated Depreciation and Amortization for					
Buildings and improvements	(18,015,400)	(868,055)	-	-	(18,883,455)
Right-to-use leased equipment and subscriptions	(500,030)	(331,683)	62,886	-	(768,827)
Machinery and equipment	(8,356,564)	(692,286)	1,168,406	-	(7,880,444)
Infrastructure	(26,143,756)	(2,224,619)	-	-	(28,368,375)
Total accumulated depreciation and amortization	(53,015,750)	(4,116,643)	1,231,292	-	(55,901,101)
Total capital assets, being depreciated/amortized, net	61,243,861	(3,619,628)	(13,983)	5,513,080	63,123,330
Governmental Activities capital assets, net	$ 77,676,295	$ 14,564,188	$ (13,983)	$ -	$ 92,226,500

Depreciation expense, including $373,767 relating to the internal service funds, was charged in the following functions in the Statement of Activities:

General government	$ 449,175
Recreation	230,895
Public safety	286,335
Public works	3,150,238
Total depreciation expense - governmental activities	$ 4,116,643

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Note 6 - Long-Term Liabilities

The following is a summary of changes in the City's long-term liabilities for the year ended June 30, 2024:

	Balance July 1, 2023,	Additions	Reductions	Balance June 30, 2024	Due within One Year
Other Debt					
2002 refunding certificates of participation - civic center project	$ 4,090,458	$ 241,507	$ -	$ 4,331,965	$ -
2016 refunding lease revenue bonds	4,020,000	-	(605,000)	3,415,000	630,000
2016 refunding lease premium	454,514	-	(90,903)	363,611	90,903
2018 general obligation bond, series 2020	16,200,000	-	(780,000)	15,420,000	345,000
2018 GOB, series 2020 premium	2,854,463	-	(105,721)	2,748,742	105,721
2018 general obligation bond, series 2022	28,000,000	-	(1,710,000)	26,290,000	1,010,000
2018 GOB, series 2022 premium	2,417,236	-	(89,527)	2,327,709	89,527
California Energy Commission Loan	1,560,030	-	(96,863)	1,463,167	97,876
PG&E On-Bill Financing Loan	2,228,045	-	(287,490)	1,940,555	287,490
Subscription payables	89,102	-	(52,927)	36,175	36,175
Leases payable	1,993,237	314,511	(349,014)	1,958,734	388,130
Other Noncurrent Liabilities					
Compensated absences	3,987,015	2,052,067	(1,904,272)	4,134,810	2,034,005
Claims payable (Note 12)	4,381,510	759,070	(953,721)	4,186,859	519,912
	$ 72,275,610	$ 3,367,155	$ (7,025,438)	$ 68,617,327	$ 5,634,739

Subscription-Based Information Technology Arrangements (SBITAs)

During the current year, the City entered into a SBITA contract for the use of Azure Office 365 software. As of June 30, 2024, the value of the subscription liability was $36,175. The City is required to make annual principal and interest payments of $54,876 through February 2025. The subscription has an interest rate of 3%.

Remaining principal and interest payments on subscriptions are as follows:

Subscription-Based Information Technology Arrangements

Fiscal Year Ending	Principal	Interest	Total
2025	$ 36,175	$ 408	$ 36,583
	$ 36,175	$ 408	$ 36,583

2002 Refunding Certificates of Participation - Civic Center Project

Net proceeds of $9,678,751 from the City's 2002 Refunding Certificates of Participation were used to prepay and refund the City's 1993 Certificates of Participation. An additional $1,830,975 of proceeds was used to provide partial funding or renovation and expansion of the City's Police Department and construction of an animal shelter. As of June 30, 2024, the defeased 1993 Certificates had been retired.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Capital Appreciation Certificates in the amount of $1,245,843 bear interest at rates ranging from 5.80% to 5.83%. Capital Appreciation Certificate maturities begin October 1, 2029 and continue annually through 2032. The Capital Appreciation Certificates are subject to optional redemption in whole or in part any time after October 1, 2022. Each year the outstanding principal balance is increased for the accretion of interest associated with the Capital Appreciation Certificates. The accumulated accreted interest at June 30, 2024 is $3,086,122.

Principal and interest payments are guaranteed under an insurance policy issued by Ambac Assurance Corporation. The amount shown in the schedule of changes include the accreted value to date. The future debt service requirements on the 2002 Refunding Certificates of Participation outstanding at June 30, 2024 are as follows:

	2002 Refunding COP		
Fiscal Year Ending	Principal	Interest	Total
2025-2029	$ -	$ -	$ -
2030-2034	1,245,843	5,214,157	6,460,000
	1,245,843	5,214,157	6,460,000
Accumulated Accreted Interest	3,086,122	(3,086,122)	-
	$ 4,331,965	$ 2,128,035	$ 6,460,000

2016 Refunding Lease Revenue Bonds

In August of 2016, the Campbell Joint Public Finance Authority issued 2016 Refunding Lease Revenue Bonds (the 2016 PFA Bonds), in the aggregate principal amount of $8,085,000. The bonds pay interest at a rate from 2.0% to 4.0% payable semiannually on April 1 and October 1, commencing on April 1, 2016. The bonds were issued to prepay a portion of the 1997 Refunding Certificates of Participation (Civic Center Project) (the 1997 Certificates) of the City of Campbell (the City), prepay a portion of the 2002 Refunding Certificates of Participation (Civic Center Project) (the 2002 Certificates) of the City, and pay the costs of bond issuance. There is no reserve requirement on bonds.

	2016 Lease Revenue Bonds		
Fiscal Year Ending	Principal	Interest	Total
2025	$ 630,000	$ 124,000	$ 754,000
2026	655,000	98,300	753,300
2027	680,000	71,600	751,600
2028	710,000	43,800	753,800
2029	740,000	14,800	754,800
Total	$ 3,415,000	$ 352,500	$ 3,767,500

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

2018 Measure O General Obligation Bonds

On August 18, 2020, the City issued $20,000,000 of general obligation bonds to fund a police emergency operations center and innovative library. The interest rate on the bonds is 0.20% to 4% and the maturity date is September 1, 2038. Payments are made semiannually on April 1 and October 1, commencing on April 1, 2021. There is no reserve requirement on bonds.

2018 Measure O General Obligation Bond Series 2020

Fiscal Year Ending	Principal	Interest	Total
2025	$ 345,000	$ 543,000	$ 888,000
2026	360,000	528,900	888,900
2027	375,000	514,200	889,200
2028	390,000	498,900	888,900
2029	405,000	483,000	888,000
2030-2034	2,275,000	2,154,200	4,429,200
2035-2039	2,750,000	1,677,450	4,427,450
2040-2044	3,145,000	1,293,700	4,438,700
2045-2049	3,685,000	717,900	4,402,900
2050-2051	1,690,000	68,200	1,758,200
Total	$ 15,420,000	$ 8,479,450	$ 23,899,450

In May 2022, the City issued its second and final series of tax-exempt bonds for $30,000,000. The Series 2022 bonds, which were issued at a premium, have coupon interest rates ranging from 4% to 5% with an effective interest rate of 4.06% and maturing September 1, 2050.

2018 Measure O General Obligation Bond Series 2022

Fiscal Year Ending	Principal	Interest	Total
2025	$ 1,010,000	$ 1,241,750	$ 2,251,750
2026	495,000	1,204,125	1,699,125
2027	520,000	1,178,750	1,698,750
2028	545,000	1,152,125	1,697,125
2029	575,000	1,124,125	1,699,125
2030-2034	3,335,000	5,147,625	8,482,625
2035-2039	4,250,000	4,204,500	8,454,500
2040-2044	5,415,000	3,001,875	8,416,875
2045-2049	6,915,000	1,475,725	8,390,725
2050-2051	3,230,000	130,400	3,360,400
Total	$ 26,290,000	$ 19,861,000	$ 46,151,000

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

California Energy Commission Loan

On February 18, 2020, City Council authorized staff to enter into an energy services contract agreement with an ESCO (energy services company) to provide turnkey services for energy conservation upgrades and infrastructure improvements. The total cost of the project was $4,177,660. The project was financed through the California Energy Commission and the PG&E On-Bill Financing Program for $1,638,168 and $2,539,492, respectively.

Through the Energy Conservation Assistant Act, the California Energy Commission (CEC) offered a 1% interest Energy Efficiency Loan program. The CEC loan will be paid in full by June 22, 2038.

California Energy Commission Loan

Fiscal Year Ending	Principal	Interest	Total
2025	$ 97,876	$ 14,388	$ 112,264
2026	98,857	13,407	112,264
2027	99,848	12,416	112,264
2028	100,818	11,446	112,264
2029	101,859	10,404	112,263
2030-2034	524,801	36,518	561,319
2035-2039	439,108	9,948	449,056
	$ 1,463,167	$ 108,527	$ 1,571,694

Pacific Gas & Electric Loan

The PG&E On-Bill Financing Program is a program that helps governmental agencies pay for energy efficient retrofit projects with no-interest loans that are repaid through monthly PG&E bills. The PG&E loan will be paid in full by March 2031 through 106 equal monthly installments.

Pacific Gas & Electric Loan

Fiscal Year Ending	Principal	Interest	Total
2025	$ 287,490	$ -	$ 287,490
2026	287,490	-	287,490
2027	287,490	-	287,490
2028	287,490	-	287,490
2029	287,490	-	287,490
2030-2031	503,106	-	503,106
	$ 1,940,555	$ -	$ 1,940,555

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Note 7 - Construction and other Significant Commitments

In the regular course of business, the City enters into contracts for various services and construction projects. At June 30, 2024, the City had the following construction commitments:

Project	Remaining Commitment
Civic Center Improvement (Measure O)	$ 41,850,059
Annual Street Maintenance	299,106
Campbell Park Bike Pathway	44,779
Traffic Calming Improvements	43,998
All other capital projects commitments	93,043
	$ 42,330,985

At June 30, 2024, the City had the following other encumbrances including the significant commitment to the Capital Projects Fund under various funds as noted below:

Fund	Amount
General Fund	$ 917,512
Capital Projects Fund	42,330,985
Nonmajor Governmental Funds	193,642
Proprietary Funds	6,895
Total commitments	$ 43,449,034

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Note 8 - Net Position and Fund Balances

Net Position

The government-wide and proprietary fund financial statements utilize a net position presentation. Net position is categorized as net investment in capital assets, restricted, and unrestricted.

Net Investment in Capital Assets groups all capital assets, including infrastructure, into one component of net position. Accumulated depreciation and the outstanding balances of debt that are attributable to the acquisition, construction, or improvement of these assets reduce the balance in this category.

Restricted Net Position reflects net position that is subject to constraints either (l) externally imposed by creditors, grantors, contributors, or laws or regulations of other governments, or (2) imposed by law through constitutional provisions or enabling legislation. Enabling legislation authorizes the City to assess, levy, charge, or otherwise mandate payment of resources and includes a legally enforceable requirement that those resources be used only for the specific purposes stipulated in the legislation. A legally enforceable enabling legislation restriction is one that a party external to a government - such as citizens, public interest groups, or the judiciary - can compel a government to honor.

Unrestricted Net Position represents net position of the City that is not restricted for any project or purpose.

Fund Balances

Governmental funds report fund balance in classifications based primarily on the extent to which the City is bound to honor constraints on the specific purposes for which amounts in the funds can be spent. Fund balances for government funds are classified as follows:

Nonspendable Fund Balance - includes amounts that are (a) not in spendable form, or (b) legally or contractually required to be maintained intact. The “not in spendable form” criterion includes items that are not expected to be converted to cash, for example: inventories and prepaid amounts.

Restricted Fund Balance - includes amounts that can be spent only for the specific purposes stipulated by external resource providers, constitutionally or through enabling legislation. Restrictions may effectively be changed or lifted only with the consent of resource providers.

Committed Fund Balance - includes amounts that can only be used for the specific purposes determined by a formal action of the City’s highest level of decision-making authority, the City Council. Commitments may be changed or lifted only by a City Council resolution taking the same formal action that imposed the constraint originally. The decision-making authority is defined as City Council resolutions.

Assigned Fund Balance - includes amounts to be used by the government for specific purposes but do not meet the criteria to be classified as committed. City Council has by resolution authorized the City Manager to assign fund balance. The City Council may also assign fund balance as it does when appropriating fund balance to cover a gap between estimated revenue and appropriations in the subsequent year’s appropriated budget. Unlike commitments, assignments generally only exist temporarily.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Unassigned Fund Balance - is the residual classification for the General Fund and includes all amounts not contained in the other classifications. Unassigned amounts are technically available for any purpose. In the event that funds other than the General Fund are included in the unassigned fund balance it would be a deficit.

Within this classification of fund balance, the City has established by City Council resolution, an *Economic Fluctuations Reserve* that is maintained at $9,482,800 to provide budget stabilization during economic downturn that could otherwise result in significant reductions in service levels and/or organizational staffing. The reserve shall not be less than $2,000,000. However, if the reserve balance falls below $4 million, or the City's five-year financial projections indicate the reserve will fall below this minimum requirement at any time during this period, City staff shall present to Council, by the following year's budget adoption, a plan to return to the target amount within five years. Further, within this classification of fund balance, the City has established by City Council resolution, a *General Fund Emergency Reserve* that shall be maintained at a level of 10% of General Fund revenues. To be used as determined by the City Council upon declaration of a physical or financial emergency.

Fund balances for all the major and other governmental funds as of June 30, 2024, were classified as follows:

		Special Revenue Funds	Capital Projects Fund			
	General Fund	Housing and Assets	Capital Projects Fund	Measure O Fund	Other Governmental Funds	Total Governmental Funds
Nonspendable						
Leases	$ 199,081	$ -	$ -	$ -	$ -	$ 199,081
Restricted						
Debt service	-	-	-	-	2,415,922	2,415,922
Streets and roads	-	-	-	-	7,057,040	7,057,040
Museum and adult center	-	-	-	-	23,882	23,882
Public Safety	-	-	-	-	329,059	329,059
Community development	-	-	-	40,391,087	4,189,144	44,580,231
Housing	-	8,520,812	-	-	346	8,521,158
Total restricted	-	8,520,812	-	40,391,087	14,015,393	62,927,292
Committed						
General plan update	-	-	-	-	-	-
Historic preservation	5,000	-	-	-	-	5,000
Compensated absences	970,698	-	-	-	-	970,698
Liability insurance	157,936	-	-	-	-	157,936
Capital improvements Reserve	212,351	-	-	-	-	212,351
Committed Capital improvements Reserve	1,240,899	-	-	-	-	1,240,899
Community Center	149,706	-	-	-	-	149,706
Heritage Theater	180,344	-	-	-	-	180,344
Total committed	2,916,934	-	-	-	-	2,916,934
Assigned						
Capital projects (Construction Tax)	138,406	-	968,320	-	-	1,106,726
Unemployment insurance	90,000	-	-	-	-	90,000
PERS	2,252,000	-	-	-	-	2,252,000
OPEB	393,315	-	-	-	-	393,315
All other	917,512	-	-	-	-	917,512
Total assigned	3,791,233	-	968,320	-	-	4,759,553
Unassigned						
Unassigned	1,000,000	-	-	-	(229,121)	770,879
City council reserve	362,624	-	-	-	-	362,624
Economic fluctuations	9,485,886	-	-	-	-	9,485,886
Emergency	3,207,454	-	-	-	-	3,207,454
Total unassigned	14,055,964	-	-	-	(229,121)	13,826,843
Total	$ 20,963,212	$ 8,520,812	$ 968,320	$ 40,391,087	$ 13,786,272	$ 84,629,703

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Note 9 - Pension Plans

The following is a summary of pension related items for the year ended June 30, 2024:

	Pension Liability	Deferred Outflows of Resources	Deferred Inflows of Resources	Pension Expense
CalPERS Miscellaneous	$ 41,444,336	$ 12,654,261	$ -	$ 9,614,534
CalPERS Safety	36,566,085	15,657,545	851,909	6,331,799
	$ 78,010,421	$ 28,311,806	$ 851,909	$ 15,946,333

Public Employees' Retirement System (CalPERS)

General Information about the Pension Plans:

Plan Descriptions

All qualified permanent and probationary employees are eligible to participate in the City's Safety (police) cost-sharing multiple-employer defined benefit plan or the Miscellaneous (all other) Plan, agent multiple-employer defined benefit pension plans administered by the California Public Employees' Retirement System (CalPERS), which acts as a common investment and administrative agent for its participating member employers. Benefit provisions under the Plans are established by State statute and City resolution. CalPERS issues publicly available reports that include a full description of the pension plans regarding benefit provisions, assumptions and membership information that can be found on the CalPERS website.

Benefits Provided

CalPERS provides service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full-time employment. Members with five years of total service are eligible to retire at age 50 to 62 with statutorily reduced benefits. For employees hired into a plan with the 1.5% at 65 formula, eligibility for service retirement is age 55 with at least 5 years of services. PEPRA miscellaneous members become eligible for service retirement upon attainment of age 52 with at least 5 years of service. All members are eligible for non-duty disability benefits after 5 years of service. The death benefit is one of the following: The Basic Death Benefit, the 1957 Survivor Benefit, or the Optional Settlement 2W Death Benefit. Safety members can receive a special death benefit if the member dies while actively employed and the death is job-related. Fire members may receive the alternate death benefit in lieu of the Basic Death Benefit or the 1957 Survivor Benefit if the member dies while actively employed and has at least 20 years of total CalPERS service. The cost-of-living adjustments for each plan are applied as specified by the Public Employees' Retirement Law.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

The Plans' provisions and benefits in effect for the measurement period ended June 30, 2023, are summarized as follows:

	Miscellaneous		
Hire date	Prior to March 7, 2011	On or After March 7, 2011	On or after January 1, 2013
Normal benefit formula	2.5%@55	2%@60	2%@62
Benefit vesting schedule	5 years of service	5 years of service	5 years of service
Benefit payments	monthly for life	monthly for life	monthly for life
Earliest retirement age	50	50	52
Monthly benefits, as a % of eligible compensation	2.0% to 2.5%	1.1% to 2.4%	1.0% to 2.5%
Required employee contribution rates	8.00%	7.00%	7.75%
Required employer contribution rates:			
Normal cost rate	11.32%	11.32%	11.32%
Employer portion of unfunded liability	$ 2,731,760	$ -	$ -

	Safety		
Hire date	Prior to October 18, 2010	On or After October 18, 2010	On or after January 1, 2013
Normal benefit formula	3%@50	2%@50	2.7%@57
Benefit vesting schedule	5 years of service	5 years of service	5 years of service
Benefit payments	monthly for life	monthly for life	monthly for life
Earliest retirement age	50	50	50
Monthly benefits, as a % of eligible compensation	3.00%	2.0% to 2.7%	2.0% to 2.7%
Required employee contribution rates	9.00%	9.00%	13.75%
Required employer contribution rates:			
Normal cost rate	29.09%	21.15%	13.54%
Employer portion of unfunded liability	$ 2,335,228	$ -	$ -

Employees Covered

At June 30, 2023, the measurement date, the following employees were covered by the benefit terms for the Miscellaneous Plan:

	Miscellaneous
Inactive employees or beneficiaries currently receiving benefits	265
Inactive employees entitled but not yet receiving benefits	171
Active employees	117
Total	553

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Contributions

Section 20814(c) of the California Public Employees' Retirement Law requires that the employer contribution rates for all public employers are determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. The total plan contributions are determined through CalPERS' annual actuarial valuation process. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The City is required to contribute the difference between the actuarially determined rate and the contribution rate of employees. City contribution rates may change if plan contracts are amended. Payments made by the employer to satisfy contribution requirements that are identified by the pension plan terms as plan member contributions requirements are classified as plan member contributions.

Net Pension Liability

The City's net pension liability for each Plan is measured as the total pension liability, less the pension plan's fiduciary net position. The net pension liability of each of the Plans is measured as of June 30, 2023, using an annual actuarial valuation as of June 30, 2022 rolled forward to June 30, 2023 using standard update procedures. A summary of principal assumptions and methods used to determine the net pension liability is shown below.

Actuarial Assumptions

The total pension liabilities in the June 30, 2022 actuarial valuations were determined using the following actuarial methods and assumptions:

	Miscellaneous	Safety
Valuation Date	June 30, 2022	June 30, 2022
Measurement Date	June 30, 2023	June 30, 2023
Actuarial Cost Method	Entry Age Normal Cost Method	Entry Age Normal Cost Method
Actuarial Assumptions:		
Discount Rate	6.90%	6.90%
Inflation	2.30%	2.30%
Salary Increase	(1)	(1)
Mortality	(2)	(2)
Post Retirement Benefit Increase	(3)	(3)

(1) Varies by entry age and service.
(2) The mortality table used was developed based on CalPERS-specific data. The table includes 15 years of mortality improvements using Society of Actuaries Scale 90% of scale MP 2016. For more details on this table, please refer to the December 2017 experience study report (based on CalPERS demographic data from 1997 to 2015) that can be found on the CalPERS website.
(3) Contract COLA up to 2.0% until Purchasing Power Protection Allowance Floor on Purchasing Power applies, 2.50% thereafter.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Long-term Expected Rate of Return

The long-term expected rate of return on pension plan investments was determined using a building-block method in which expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

In determining the long-term expected rate of return, CalPERS considered both short-term and long-term market return expectations as well as the expected pension fund cash flows. Using historical returns of all the funds' asset classes, expected compound (geometric) returns were calculated over the short-term (first 10 years) and the long-term (11+ years) using a building-block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the rounded single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equal to the single equivalent rate calculated above and adjusted to account for assumed administrative expenses.

	Assumed Asset Allocation	Real rate of Return [1, 2]
Global Equity - Cap-weighted	30.0%	4.54%
Global Equity - Non-Cap-weighted	12.0%	3.84%
Private Equity	13.0%	7.28%
Treasury	5.0%	0.27%
Mortgage-backed Securities	5.0%	0.50%
Investment Grade Corporates	10.0%	1.56%
High Yield	5.0%	2.27%
Emerging Market Debt	5.0%	2.48%
Private Debt	5.0%	3.57%
Real Assets	15.0%	3.21%
Leverage	-5.0%	-0.59%
Total	100.0%	

(1) An expected inflation of 2.30% used for this period.

(2) Figures are based on the 2021-22 Asset Liability Management study.

Discount Rate

The discount rate used to measure the total pension liability was 6.90%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current member contribution rates and that contributions from employers will be made at statutorily required rates, actuarially determined. Based on those assumptions, the Plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Changes in the Net Pension Liability

The changes in the net pension liability for the Miscellaneous Plan during the measurement year are as follows:

	Increase (Decrease)		
	Total Pension Liability	Plan Fiduciary Net Position	Net Pension Liability
Balance at beginning of year	$ 134,512,375	$ 97,016,047	$ 37,496,328
Changes in the Year			
Service cost	2,526,475	-	2,526,475
Interest on the total pension liability	9,334,654	-	9,334,654
Change in benefit terms	167,571	-	167,571
Differences between expected and actual experience	3,141,093	-	3,141,093
Contribution - employer	-	4,275,514	(4,275,514)
Contribution - employee	-	1,090,549	(1,090,549)
Net investment income	-	5,927,063	(5,927,063)
Administrative expenses	-	(71,341)	71,341
Benefit payments, including refunds of employee contributions	(7,598,828)	(7,598,828)	-
Net changes	7,570,965	3,622,957	3,948,008
Balance at end of year	$ 142,083,340	$ 100,639,004	$ 41,444,336

Proportionate Share of Net Pension Liability - Safety Plan

The City's Safety Plan is included in the Safety Risk Pool administered by CalPERS in its Public Agency Cost-Sharing Multiple Employer Defined Benefit Pension Plan (PERFC). As of the year-end, the City's proportionate share of the net pension liability for the Safety Risk Pool was as follows:

	Proportionate Share of Net Pension Liability
Safety Plan	$ 36,566,085

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

The City's net pension liability for the Safety Plan is measured as the proportionate share of the net pension liability. The net pension liability of the Plans is measured as of June 30, 2023, and the total pension liability for each Plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2022 rolled forward to June 30, 2023 using standard update procedures. The City's proportionate share of the net pension liability was based on a projection of the City's long-term share of contributions to the pension plans relative to the projected contributions of all participating employers, actuarially determined.

The City's change in proportionate share of the net pension liability for the Plan as of the measurement dates ended June 30, 2023 and 2022 was as follows:

	Safety
Proportion - Fiscal Year ended June 30, 2022	0.49314%
Proportion - Fiscal Year ended June 30, 2023	0.48918%
Change - Increase (decrease)	-0.00396%

Sensitivity of the Net Pension Liability to Changes in the Discount Rate

The following presents the net pension liability of the City for the Miscellaneous Plan and proportionate share of net pension liability for the Safety Plan, calculated using the discount rate for each Plan, as well as what the City's net pension liability and proportionate share of net pension liability would be if it were calculated using a discount rate that is 1-percentage point lower or 1-percentage point higher than the current rate:

	Miscellaneous	Safety
1% Decrease	5.90%	5.90%
Net Pension Liability	$ 59,685,674	$ 53,356,904
Current Discount Rate	6.90%	6.90%
Net Pension Liability	$ 41,444,336	$ 36,566,085
1% Increase	7.90%	7.90%
Net Pension Liability	$ 26,375,651	$ 22,838,395

Pension Plan Fiduciary Net Position

Detailed information about each pension plan's fiduciary net position is available in the separately issued CalPERS financial reports.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions

For the year ended June 30, 2024, the City recognized an aggregate pension expense of $8,095,663. The City recognized pension expense of $6,436,667 related to the Miscellaneous Plan and $1,658,996 related to the Safety Plan. At June 30, 2024, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Miscellaneous		Safety		Total	
	Deferred Outflows of	Deferred Inflows of	Deferred Outflows of	Deferred Inflows of	Deferred Outflows of	Deferred Inflows of
Pension contributions subsequent to measurement date	$ 5,637,515	$ -	$ 4,737,566	$ -	$ 10,375,081	$ -
Difference between expected and actual experiences	1,817,544	-	2,684,625	229,832	4,502,169	229,832
Changes in assumptions	572,322	-	2,134,046	-	2,706,368	-
Difference between actual and projected contribution	-	-	954,936	566,732	954,936	566,732
Change in proportion	-	-	142,313	55,345	142,313	55,345
Net difference between projected and actual earnings on pension plan investments	4,626,880		5,004,059	-	9,630,939	-
	$ 12,654,261	$ -	$ 15,657,545	$ 851,909	$ 28,311,806	$ 851,909

$5,637,515 and $4,737,566 reported as deferred outflows of resources related to contributions subsequent to the measurement date for the miscellaneous and safety plans, respectively, will be recognized as a reduction of the net pension liability in the next fiscal year. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

Year Ending June 30,	Miscellaneous	Safety	Total
2025	$ 2,932,109	$ 3,322,850	$ 6,254,959
2026	752,160	2,315,527	3,067,687
2027	3,195,904	4,290,021	7,485,925
2028	136,573	139,672	276,245
	$ 7,016,746	$ 10,068,070	$ 17,084,816

Payable to the Pension Plans

At June 30, 2024, the City had no outstanding amount of contributions to the pension plans required for the year ended June 30, 2024.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Deferred Compensation Plan

City employees may defer a portion of their compensation under a City sponsored Deferred Compensation Plan created in accordance with Internal Revenue Code 457. Under this plan, participants are not taxed on the deferred portion of their compensation until distributed to them; distributions may be made only at termination, retirement, death or in an emergency as defined by the plan.

The laws governing deferred compensation plan assets require plan assets to be held by a Trust for the exclusive benefit of plan participants and their beneficiaries. Since the assets held under these plans are not the City's property and are not subject to claims by general creditors of the City, they have been excluded from these financial statements.

Note 10 - Other Retirement System

The Omnibus Budget Reconciliation Act of 1990 (OBRA) mandates that public sector employees who are not members of their employer's existing retirement system as of January 1, 1992 be covered by either Social Security or an alternative plan. Effective July 1, 2004, the City contracted with the Public Agency Retirement System (PARS), a defined contribution plan. This Plan covers employees that are part-time, seasonal or temporary and all other employees that are not covered by another retirement system. All eligible employees covered by the Plan are fully vested. Employer liabilities are limited to the amount of current contributions.

Under PARS, employees contribute 6.2% and the City contributes 1.3% of the employees' salary each pay period. For the fiscal year ended June 30, 2024, total contributions of $88,720 ($73,342 employee and $15,378 employer) were made based on covered compensation of $1,188,123.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Note 11 - Post-Employment Benefits Plan

General Information about the OPEB Plan:

Plan Description

The City administers Retiree Award Program which provides medical insurance benefits on a reimbursement basis to eligible retirees in accordance with various labor agreements. The City pays up to $325 per month for retiree only medical insurance premiums or the actual cost of the retiree premium, whichever is less. Eligible retirees must be retired from the City with at least 17 years of service with the City and be at least 50 years of age.

The City has established a trust with the California Employers Retiree Benefit Trust, an agent multiple-employer plan, for the purpose of holding assets accumulated for plan benefits. Copies of PERS' annual financial reports for its OPEB Trust may be obtained from its executive office at 400 "P" Street, Sacramento, California 95814.

Funding Policy

The contribution requirements of plan members and the City are established and may be amended by City Council. The contribution required to be made under City Council and labor agreement requirements is based on the most recent actuarial study using a 10-year phase-in option.

Employees Covered:

As of the June 30, 2023 measurement date, the following current and former employees were covered by the benefit terms under the plan:

Inactive employees or beneficiaries currently receiving benefits	139
Inactive employees or beneficiaries entitled to but not yet receiving benefit payments	56
Active plan members	156
	351

Contributions

The contribution requirements are established by the City and may be amended by City Council. The annual contribution is based on the actuarially determined contribution. For the fiscal year ended June 30, 2024, the City's cash contributions were $73,327 in payments to the trust, $482,227 of cash benefits payments and an estimated implied subsidy of $272,193 and resulting in payments of $827,747.

Net OPEB Liability

The City's net OPEB liability was measured as of June 30, 2023 and the total OPEB liability used to calculate the net OPEB liability was determined by an actuarial valuation dated June 30, 2023. A summary of the principal assumptions and methods used to determine the total OPEB liability is shown on the next page.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Actuarial Assumptions

The total OPEB liability in the June 30, 2023 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement, unless otherwise specified:

Valuation Date	June 30, 2023
Measurement Date	June 30, 2023
Actuarial Cost Method	Entry-Age Normal Cost Method
Actuarial Assumptions	
Discount Rate	6.10%
Investment rate of return	6.10%
Inflation	2.50%
Mortality, Retirement, Disability, Termination	2017 experience study of the California Public Employees Retirement System using data from 1997 to 2015.
Mortality Improvement	MW Scale 2022 Generationally
Salary Increase	3.00% per annum, in aggregate.
Medical Trend	4.7% in 2025, decreasing to an ultimate rate of 3.9% in 2076 and later years.

The actuarial assumptions used in the June 30, 2023, valuation was based on a standard set of assumptions the actuary has used for similar valuations, modified as appropriate for the City.

Long Term Expected Rate of Return

The long-term expected rate of return was determined using a building-block method in which best- estimate ranges of expected future real rates of return (expected returns, net of OPEB plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighing the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic real rates of return for each major asset class included in the OPEB plan's target asset allocation as of year-end, are summarized in the following table:

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return
Global Equity	49.00%	4.50%
Global Fixed Income	23.00%	2.20%
Real Estate Investment Trusts	20.00%	3.90%
Treasury Inflation Protection Securities	5.00%	1.30%
Commodities	3.00%	1.20%
Total	100.00%	

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Discount Rate

The discount rate used to measure the total OPEB liability was 6.10%. This is a 5% change from 6.15% as of the last valuation used for fiscal year ended June 30, 2023. The projection of cash flows used to determine the discount rate assumed that City's contributions will be made at rates equal to the actuarially determined contribution rates. Based on those assumptions, the OPEB's fiduciary net position was projected to be available to make all projected OPEB payments for current active and inactive employees and beneficiaries. Therefore, the long-term expected rate of return on OPEB plan investments was applied to all periods of projected benefit payments to determine the total OPEB liability.

Changes in the Net OPEB Liability

	Increase (Decrease)		
	Total OPEB Liability	Plan Fiduciary Net Position	Net OPEB Liability
Balance at beginning of year	$ 11,791,563	$ 5,802,585	$ 5,988,978
Changes recognized for year			
Service cost	406,676	-	406,676
Interest	729,661	-	729,661
Changes due to investment experience	-	9,305	(9,305)
Change due to other plan experience	946,361	-	946,361
Changes of assumptions	(1,083,835)	-	(1,083,835)
Contributions			
Employer - explicit subsidy	-	683,948	(683,948)
Employer - implicit subsidy	-	229,592	(229,592)
Net investment income	-	364,368	(364,368)
Administrative expenses	-	(1,687)	1,687
Benefit payments	(667,662)	(667,662)	-
Net changes	$ 331,201	$ 617,864	$ (286,663)
Balance at end of year	$ 12,122,764	$ 6,420,449	$ 5,702,315

Sensitivity of the Net OPEB Liability to Changes in the Discount Rate

The following presents the net OPEB liability of the City, as well as what the City's net OPEB liability would be if it were calculated using a discount rate that is 1-percentage point lower or 1-percentage point higher than the current discount rate:

Discount Rate - 1% (5.10%)	Current Discount Rate (6.10%)	Discount Rate + 1% (7.10%)
$ 7,102,938	$ 5,702,315	$ 4,532,329

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Sensitivity of the Net OPEB Liability to Changes in Health-Care Cost Trend Rates

The following presents the net OPEB liability of the City, as well as what the City's net OPEB liability would be if it were calculated using healthcare cost trend rates that are 1-percentage point lower or 1-percentage point higher than the current healthcare cost trend rates:

1% Decrease	Current Healthcare Cost Trend	1% Increase
$ 4,984,324	$ 5,702,315	$ 6,583,012

OPEB Expense and Deferred Outflows/Inflows of Resources Related to OPEB:

For the year ended June 30, 2024, the City recognized OPEB expense of $957,244. At June 30, 2024, the City reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Employer contributions made subsequent to the measurement date	$ 827,747	$ -
Differences between expected and actual experience	1,183,101	(107,297)
Changes in assumptions	610,523	(920,639)
Net differences between projected and actual earnings on plan investments	378,229	-
Total	$ 2,999,600	$ (1,027,936)

$827,747 reported as deferred outflows of resources related to contributions subsequent to the measurement date will be recognized as a reduction of the net OPEB liability in the next fiscal year. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized as OPEB expense as follows:

Fiscal Year Ended	Deferred Outflows/(Inflows)
2025	$ 247,652
2026	217,310
2027	487,196
2028	218,368
2029	(22,173)
Thereafter	(4,436)
	$ 1,143,917

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Note 12 - Risk Management

General Liability

Risk management activity for City exposure to torts (general liability) is accounted for as a liability on the Statement of Net Position. The City is self-insured for the first $100,000 of liability for each occurrence, and the excess (up to $20,000,000) is covered through the City's participation in the Pooled Liability Assurance Network Joint Powers Authority (PLAN JPA) general liability risk pool. PLAN JPA also provides $1,000,000 of employee theft coverage in the excess of the City's $5,000 deductible. Over the past three years, no claims exceeded the coverages above.

PLAN JPA pool consists of twenty-eight member agencies within the San Francisco Bay Area. The stated purpose of the PLAN JPA pool is to provide certain levels of liability insurance coverage, claims management, risk management services, and legal defense to each participating city within the pool.

Each city was required to make an initial deposit premium based on an actuarial study of each City's risk exposure. The premium consists of a risk portion and administrative portion. The premium is revised each year based on claims experience and risk exposure.

Workers' Compensation

The City has a risk financing fund to account for work related injuries and accidents to City employees. This fund is accounted for as an internal service fund in which assets are set aside for claim payments. Under the California Workers' Disability and Compensation laws, the City, as an employer, is permissibly self-insured for the first $1,000,000 of claims arising from each occurrence. The City obtains excess Workers' Compensation insurance through a policy up to statutory limits. A premium is charged to each fund and program that budgets for part-time or full-time employees. The total charge allocated is based upon the percentage of each fund's current-year payroll as it relates to total payroll of the City.

Liabilities of the fund are reported when it is probable that a loss has occurred, and the amount of the loss can be reasonably estimated. Liabilities include an amount for claims that have been incurred but not reported (IBNR). Claims liabilities are calculated considering the effects of inflation, recent claim settlement trends including frequency and number of payouts and other economic and social factors. For the past three fiscal years, no claims were settled in excess of commercial insurance coverage.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

City's Claims Liabilities

The City's liability for uninsured claims was estimated by management based on prior year claims experience, as follows:

	General Liability	Workers' Compensation	Total
Balance as of July 1, 2022	$ 325,610	$ 3,777,600	$ 4,103,210
Liability for current year fiscal claims	394,920	732,540	1,127,460
Increase (decrease) in estimated liability	(131,658)	(235,472)	(367,130)
Claims paid	(119,069)	(362,961)	(482,030)
Balance as of June 30, 2023	$ 469,803	$ 3,911,707	$ 4,381,510
Balance as of July 1, 2023	$ 469,803	$ 3,911,707	$ 4,381,510
Liability for current year fiscal claims	5,284	753,786	759,070
Increase (decrease) in estimated liability	455,223	(940,949)	(485,726)
Claims paid	(175,887)	(292,108)	(467,995)
Balance as of June 30, 2024	$ 754,423	$ 3,432,436	$ 4,186,859

Note 13 - Joint Powers Agreements

Congestion Management Agency

The Congestion Management Agency (CMA) was formed in 1991 by a joint exercise of powers agreement between the County of Santa Clara and each of the cities of Santa Clara County for the purpose of preparing, implementing, and administering a traffic congestion management plan pursuant to California Government Code Section 66531.

The CMA financial statements are included as part of the Special Fund of the Santa Clara Valley Transportation Authority. Audited financial statements may be obtained at 3331 N. First Street, Building B-2, San Jose, California 95134-1927.

Silicon Valley Animal Control Authority

The City is a member of Silicon Valley Animal Control Authority (SVACA), established in 2000 to deliver animal control services. SVACA provides its own field services and has an agreement with the Humane Society of Santa Clara Valley to provide facilities, personnel, shelter, and animal services. SVACA is governed by a Board of Directors consisting of representatives from member cities.

During the fiscal year ended June 30, 2024, the City contributed $331,743 to SVACA for field services and sheltering costs. Audited financial statements are available from SVACA at 2340-A Walsh Avenue, Santa Clara, California 95051.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

West Valley Solid Waste Management Authority

The West Valley Solid Waste Management Authority (WVSWMA) was formed on October 1, 1997, to implement and administer the West Valley Solid Waste Management Plan, manage rate studies, and negotiate the related contracts for member's entities.

WVSWMA includes the Cities of Campbell, Monte Sereno, Saratoga, and the Town of Los Gatos. The City of Campbell maintains the financial records and provides accounting services for WVSWMA. Audited financial statements are available from the City of Campbell.

California Municipal Finance Authority

The California Municipal Finance Authority (CMFA) was created to assist local governments, non-profit organizations and business with the issuance of taxable and tax-exempt bonds aimed at improving the standards of living in California. In order for the CMFA to have the authority to serve as the issuer of the bonds for the rehabilitation of a project within the City limits, it was necessary for the City to become a member of the CMFA. The City has no obligation with respect to the bonds issued by the CMFA, and the City has the right to withdraw from the Joint Exercise of Powers Agreement upon written notice to the Board of Directors of the CMFA.

Note 14 - Leases

Leases Receivable

The City leases a portion of the space at its Community Center to various third parties. The leases span up to five years. The interest (discount) rate for the leases is a flat 2.14% to 3.378%. The City received $1,521,497 in monthly payments. The City recognized $1,432,099 in lease revenue and $89,398 in interest revenue during the current fiscal year related to these leases. As of June 30, 2024, the City's receivable for lease payments was $3,302,555. Also, the City has a deferred outflow of resources associated with these leases that will be recognized as revenue over the lease terms. As of June 30, 2024, the balance of the deferred inflow of resources was $3,149,940.

The City leases land for the usage of cellular towers to various third parties. The leases span up to eight years. The interest rate for the leases is a flat 2.14%. The City received $152,087 in monthly payments. The City recognized $133,177 in lease revenue and $18,910 in interest revenue during the current fiscal year related to these leases. As of June 30, 2024, the City's receivable for lease payments was $605,437. Also, the City has a deferred outflow of resources associated with these leases that will be recognized as revenue over the lease terms. As of June 30, 2024, the balance of the deferred inflow of resources was $558,970.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Leases Payable

The City leases 19 vehicles. An initial lease liability for three vehicles was recorded during the year amount to $172,229. As of June 30, 2024 the value of the total lease liability was $437,240. The City made principal and interest payments of $133,403. The leases have interest rates between 4.75% and 14.75%. The City also has three office equipment leases. As of June 30, 2024 the value of the lease liability was $141,205. The City made principal and interest payments of $29,608. Additionally, the City has a public safety equipment lease for $1,105,368 at a rate of 3%. As of June 30, 2024. The City made principal and interest payments of $177,044. Lastly, the City maintains an equipment lease at a rate of 3%. As of June 30, 2024, the lease liability was $274,921.

The future principal and interest lease payments as of June 30, 2024, were as follows:

Fiscal years Ended June 30	Principal	Interest
2025	$ 388,130	$ 71,103
2026	402,383	57,493
2027	368,742	43,342
2028	243,740	30,403
2029	215,362	20,346
2030-2034	340,377	30,447
Total	$ 1,958,734	$ 253,134

Note 15 - Contingent Liabilities

Litigation

The City is subject to litigation arising in the normal course of business. In the opinion of the City attorney, there is no pending litigation which is likely to have a material adverse effect on the financial position of the City.

Grant Programs

The City participates in Federal and State grant programs. The amounts received or receivable from granting agencies are subject to audit adjustment by grantor agencies. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of expenditures that may be disallowed by the granting agencies cannot be determined at this time, although the City expects such amounts, if any, to be immaterial.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Annexation of Territory

On May 1, 2013, the City annexed approximately 103 acres from the County of Santa Clara and 24 acres from the City of San Jose as part of a territorial reorganization between these entities. As a condition to the reorganization of territory from the City of San Jose to the City, the City entered into a 40-year agreement with the City of San Jose to provide it with compensation for future net revenues it has given up as a result of the territorial reorganization. Under the terms of the agreement, the City is committed to make annual payments to San Jose based on an initial base amount for the first five years, effective fiscal year 2013-14. This base amount is subject to adjustment if certain conditions are met. In the sixth year, and every subsequent fifth year thereafter, the payment is to be adjusted by an agreed upon formula that calculates the increase/decrease in net revenues, as defined in the agreement, as a percentage, and applies it to the base payment resulting in a revised based payment amount for the ensuing five-year period. Other provisions call for a recalculation of the revised base payment in between calculation dates if certain economic conditions are met. The City expects its annual payment amount to be approximately $230,042 through fiscal 2024-28. The annual payment is revised every five years through fiscal year 2052-53.

Note 16 - Successor Agency

Capital Assets

Capital assets of the Successor Agency as of June 30, 2024 consisted of the following:

	Balance July 1,2023	Additions	Deletions	Balance June 30,2024	Due Within One Year
2016 Tax Allocation Refunding Bonds	$ 14,495,000	$ -	$ (1,595,000)	$ 12,900,000	$ 1,630,000

Long-term Liabilities

Long-term liabilities of the Successor Agency as of June 30, 2024 consisted of the following:

	Balance at July 1, 2023	Additions	Balance at June 30, 2024
Capital assets, not being depreciated			
Land	$ 7,123,531	$ -	$ 7,123,531
Total capital assets, not being depreciated	7,123,531	-	7,123,531
Capital assets, being depreciated			
Buildings and improvements	18,939,961	-	18,939,961
Other improvements	11,805,911	-	11,805,911
Total capital assets, being depreciated	30,745,872	-	30,745,872
Less accumulated depreciation for			
Buildings and improvements	(11,727,615)	(309,152)	(12,036,767)
Other improvements	(11,380,765)	(388,368)	(11,769,133)
Total accumulated depreciation	(23,108,380)	(697,520)	(23,805,900)
Total capital assets, being depreciated, net	7,637,492	(697,520)	6,939,972
Governmental Activities capital assets, net	$ 14,761,023	$ (697,520)	$ 14,063,503

Advances from the City of Campbell

The City has advanced funds to the former redevelopment agency under the terms of a Third Amended and Restated Indebtedness Agreement. Principal was payable out of the excess of tax increment revenues over other similar liabilities and agreements. The Campbell Redevelopment Agency was dissolved on January 31, 2012 and the advance liability was transferred to the Successor Agency to be paid as an enforceable obligation. This advance was refunded in August 2016 with proceeds from the 2016 Tax Allocation Refunding Bonds issued by the Successor Agency of the former Campbell Redevelopment Agency. The proceeds repaid to the City were utilized by the City to refund a portion of the 1997 Refunding Certificates of Participation and a portion of the 2002 Refunding Certificates of Participation as described in Note 6.

2016 Tax Allocation Refunding Bonds

Concurrently with the issue of the 2016 Refunding Lease Revenue Bonds, the City of Campbell Successor Agency issued Tax Allocation Refunding Bonds, Series 2016 in the aggregate principal amount of $22,705,000. These bonds were private placement bonds that pay interest at a rate from 1.825% to 2.15% payable semiannually on April 1 and October 1 commencing on April 1, 2017. The proceeds from the Tax Allocation Refunding Bonds, Series 2016 were used to prepay the 2002 RDA Tax Allocation Bonds, Series A, to prepay the 2005 RDA Tax Allocation Bonds, Series A, to prepay a portion of the 1997 Refunding Certificates of Participation and the 2002 Refunding Certificates of Participation, and to pay the cost of issuing the bonds.

The annual debt service requirements to amortize the 2016 Tax Allocation Refunding Bonds outstanding at June 30, 2024 are as follows:

Year Ending June 30,	Principal	Interest	Total
2025	$ 1,630,000	$ 266,871	$ 1,896,871
2026	1,660,000	232,066	1,892,066
2027	1,705,000	196,571	1,901,571
2028	1,750,000	166,228	1,916,228
2029	1,740,000	123,195	1,863,195
2030-2031	4,435,000	134,375	4,569,375
Total	$ 12,900,000	$ 1,113,306	$ 14,013,306

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Required Supplementary Information
June 30, 2024

City of Campbell

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

City of Campbell

Schedule of Changes in the Pension Liability and Related Ratios – CalPERS Miscellaneous Plan Last Ten Fiscal Years

Fiscal Year ended	June 30, 2024	June 30, 2023	June 30, 2022	June 30, 2021	June 30, 2020	June 30, 2019	June 30, 2018	June 30, 2017	June 30, 2016	June 30, 2015
Measurement period ended	June 30, 2023	June 30, 2022	June 30, 2021	June 30, 2020	June 30, 2019	June 30, 2018	June 30, 2017	June 30, 2016	June 30, 2015	June 30, 2014
Total Pension Liability:										
Service cost	$ 2,526,475	$ 2,534,964	$ 2,410,558	$ 2,407,298	$ 2,335,864	$ 2,318,339	$ 2,334,869	$ 1,958,173	$ 1,794,374	$ 1,803,589
Interest on total pension liability	9,334,654	8,828,016	8,542,268	8,227,199	7,839,384	7,392,762	7,134,146	6,827,812	6,544,912	6,237,266
Differences between expected and actual experience	3,141,093	625,329	(396,930)	613,576	1,563,454	(487,309)	166,228	(487,339)	(413,601)	-
Changes in assumptions	-	3,433,930	-	-	-	(809,156)	5,879,356	-	(1,598,990)	-
Changes in benefits	167,571	-	-	-	-	-	-	-	-	-
Benefit payments	(7,598,828)	(7,050,778)	(6,157,839)	(5,507,392)	(5,293,752)	(4,779,950)	(4,314,617)	(4,673,560)	(3,798,085)	(3,467,485)
Net Change in Total Pension Liability	7,570,965	8,371,461	4,398,057	5,740,681	6,444,950	3,634,686	11,199,982	3,625,086	2,528,610	4,573,370
Total Pension Liability - Beginning of Year	134,512,375	126,140,914	121,742,857	116,002,176	109,557,226	105,922,540	94,722,558	91,097,472	88,568,862	83,995,492
Total Pension Liability - End of Year	$ 142,083,340	$ 134,512,375	$ 126,140,914	$ 121,742,857	$ 116,002,176	$ 109,557,226	$105,922,540	$ 94,722,558	$ 91,097,472	$ 88,568,862
Plan Fiduciary Net Position:										
Contributions - employer	$ 4,275,514	$ 3,925,027	$ 3,758,501	$ 3,446,237	$ 3,062,946	$ 2,683,458	$ 2,424,792	$ 2,168,070	$ 1,811,356	$ 1,592,734
Contributions - employee	1,090,549	1,000,275	1,059,499	1,052,758	1,050,023	1,040,310	920,368	903,290	818,954	869,838
Net investment income	5,927,063	(7,981,639)	19,929,957	4,262,754	5,242,422	6,387,875	7,735,412	518,527	1,566,471	10,321,563
Plan to plan resource movement	-	-	-	-	-	(189)	-	-	(12,655)	-
Administrative expenses	(71,341)	(66,773)	(88,594)	(120,615)	(58,198)	(119,314)	(103,210)	(43,290)	(79,967)	-
Benefit payments	(7,598,828)	(7,050,778)	(6,157,839)	(5,507,392)	(5,293,752)	(4,779,950)	(4,314,617)	(4,673,560)	(3,798,085)	(3,467,485)
Other miscellaneous income/expenses	-	-	-	(2,611)	189	(226,579)	-	-	-	-
Net Change in Plan Fiduciary Net Position	3,622,957	(10,173,888)	18,501,524	3,131,131	4,003,630	4,985,611	6,662,745	(1,126,963)	306,074	9,316,650
Plan Fiduciary Net Position - Beginning of Year	97,016,047	107,189,935	88,688,411	85,557,280	81,553,650	76,568,039	69,905,294	71,032,257	70,726,183	61,409,533
Plan Fiduciary Net Position - End of Year (b)	$ 100,639,004	$ 97,016,047	$ 107,189,935	$ 88,688,411	$ 85,557,280	$ 81,553,650	$ 76,568,039	$ 69,905,294	$ 71,032,257	$ 70,726,183
Net Pension Liability - Ending (a) - (b)	$ 41,444,336	$ 37,496,328	$ 18,950,979	$ 33,054,446	$ 30,444,896	$ 28,003,576	$ 29,354,501	$ 24,817,264	$ 20,065,215	$ 17,842,679
Plan's fiduciary net position as a percentage of the plan's total pension liability	70.83%	72.12%	84.98%	72.85%	73.75%	74.44%	72.29%	73.80%	77.97%	79.85%
Covered payroll	$13,798,336	$13,672,947	$13,853,779	$13,631,359	$12,741,308	$12,620,931	$12,359,036	$11,526,124	$10,550,178	$9,939,320
Net pension liability as percentage of coverd payroll	300.36%	274.24%	136.79%	242.49%	238.95%	221.88%	237.51%	215.31%	190.19%	179.52%

Notes to Schedule:

Changes in Assumptions:

From fiscal year June 30, 2015 to June 30, 2016:

The discount rate of 7.50% used for the June 30, 2014 measurement date was net of administrative expenses. The discount rate of 7.65% used for the June 30, 2015 measurement date is without reduction of pension plan administrative expense.

From fiscal year June 30, 2017 to June 30, 2018:

The discount rate was reduced from 7.65% to 7.15%.

From fiscal year June 30, 2022 to June 30, 2023:

The discount rate was reduced from 7.15% to 6.90%.

See Notes to Required Supplementary Information

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written

City of Campbell

Schedule of Pension Contributions – CalPERS Miscellaneous Plan Last Ten Fiscal Years

Fiscal Year ended	2024	2023	2022	2021	2020	2019	2018	2017	2016	2016
Actuarially determined contribution	$ 5,637,515	$ 4,275,514	$ 3,925,027	$ 3,758,501	$ 3,446,237	$ 3,062,946	$ 2,683,458	$ 2,424,792	$ 2,168,070	$ 1,811,356
Contributions in relation to the actuarially determined contributions	(5,637,515)	(4,275,514)	(3,925,027)	(3,758,501)	(3,446,237)	(3,062,946)	(2,683,458)	(2,424,792)	(2,168,070)	(1,811,356)
Contribution deficiency (excess)	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Covered payroll	$14,180,589	$13,798,336	$13,672,947	$13,853,779	$13,631,359	$12,741,308	$12,620,931	$12,359,036	$11,526,124	$10,550,178
Contributions as a percentage of covered payroll	39.76%	30.99%	28.71%	27.13%	25.28%	24.04%	21.26%	19.62%	18.81%	17.17%

Notes to Schedule:
Changes in Assumptions:
From fiscal year June 30, 2016 to June 30, 2017:
The discount rate was reduced from 7.65% to 7.15%.
From fiscal year June 30, 2022 to June 30, 2023:
The discount rate was reduced from 7.15% to 6.90%.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written

City of Campbell

Schedule of Proportionate Share of the Net Pension Liability – CalPERS Safety Plans Last Ten Fiscal Years

Fiscal Year ended	June 30, 2024	June 30, 2023	June 30, 2022	June 30, 2021	June 30, 2020	June 30, 2019	June 30, 2018	June 30, 2017	June 30, 2016	June 30, 2015
Measurement period ended	June 30, 2023	June 30, 2022	June 30, 2021	June 30, 2020	June 30, 2019	June 30, 2018	June 30, 2017	June 30, 2016	June 30, 2015	June 30, 2014
Proportion of the net pension liability	0.48918%	0.49314%	0.54672%	0.46782%	0.47274%	0.48183%	0.47999%	0.50062%	0.52828%	0.52660%
Proportionate share of the net pension liability	$ 36,566,085	$ 33,886,517	$ 19,187,021	$ 31,167,715	$ 29,511,142	$ 28,271,751	$ 28,680,686	$ 25,928,666	$ 21,767,656	$ 19,752,687
Covered payroll	$ 6,748,836	$ 6,821,979	$ 6,646,761	$ 6,137,525	$ 6,194,278	$ 6,180,899	$ 5,832,083	$ 5,370,852	$ 5,168,789	$ 5,062,342
Net pension liability as a percentage of covered payroll	541.81%	496.73%	288.67%	507.82%	476.43%	457.41%	491.77%	482.77%	421.14%	390.19%
Fiduciary net position as a percentage of the plan's total pension liability	74.87%	76.52%	82.42%	73.12%	73.37%	73.39%	71.74%	72.69%	77.27%	78.83%

Notes to Schedule:
Changes in Assumptions:
From fiscal year June 30, 2016 to June 30, 2017:
The discount rate was reduced from 7.65% to 7.15%.
From fiscal year June 30, 2022 to June 30, 2023:
The discount rate was reduced from 7.15% to 6.90%.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written

See Notes to Required Supplementary Information

City of Campbell

Schedule of Pension Contributions – CalPERS Safety Plan Last Ten Fiscal Years

Fiscal Year ended	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
Actuarially determined contribution	$ 4,737,566	$ 4,674,536	$ 4,287,989	$ 4,968,440	$ 3,858,649	$ 3,579,757	$ 3,180,698	$ 2,928,596	$ 2,610,566	$ 2,079,597
Contributions in relation to the actuarially determined contributions	(4,737,566)	(4,674,536)	(4,287,989)	(4,968,440)	(3,858,649)	(3,579,757)	(3,180,698)	(2,928,596)	(2,610,566)	(2,079,597)
Contribution deficiency (excess)	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Covered payroll	$ 7,120,552	$ 6,748,836	$ 6,821,979	$ 6,646,761	$ 6,137,525	$ 6,194,278	$ 6,180,899	$ 5,832,083	$ 5,370,852	$ 5,168,789
Contributions as a percentage of covered payroll	66.53%	69.26%	62.86%	74.75%	62.87%	57.79%	51.46%	50.22%	48.61%	40.23%

Notes to Schedule:
Changes in Assumptions:
From fiscal year June 30, 2016 to June 30, 2017:
The discount rate was reduced from 7.65% to 7.15%.
From fiscal year June 30, 2022 to June 30, 2023:
The discount rate was reduced from 7.15% to 6.90%.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written

City of Campbell

Schedule of Changes in the Net OPEB Liability and Related Ratios

Last Ten Fiscal Years*

Fiscal Year ended	6/30/2024	6/30/2023	6/30/2022	6/30/2021	6/30/2020	6/30/2019	6/30/2018
Measurement period ended	6/30/2023	6/30/2022	6/30/2021	6/30/2020	6/30/2019	6/30/2018	6/30/2017
Total OPEB Liability:							
Service cost	$ 406,676	$ 394,831	$ 341,663	$ 331,712	$ 339,543	$ 329,653	$ 320,051
Interest on total OPEB liability	729,661	699,837	617,389	587,481	582,939	549,781	518,912
Actual vs. expected experience	946,361	-	684,363	-	(375,537)	-	-
Assumption changes	(1,083,835)	-	1,073,039	-	(40,651)	-	-
Benefit payments	(667,662)	(575,477)	(497,843)	(474,260)	(388,140)	(408,022)	(374,490)
Net Change in Total OPEB Liability	331,201	519,191	2,218,611	444,933	118,154	471,412	464,473
Total OPEB Liability - Beginning of Year	11,791,563	11,272,372	9,053,761	8,608,828	8,490,674	8,019,262	7,554,789
Total OPEB Liability - End of Year (a)	12,122,764	11,791,563	11,272,372	9,053,761	8,608,828	8,490,674	8,019,262
Plan Fiduciary Net Position:							
Contributions - employer	913,540	659,310	613,391	646,871	675,398	1,566,022	829,490
Net investment income	373,673	(884,900)	1,399,683	169,139	261,853	255,576	251,971
Administrative expenses	(1,687)	(1,673)	(1,927)	(3,830)	(2,124)	(5,460)	(1,332)
Benefit payments	(667,662)	(575,477)	(497,843)	(474,260)	(388,140)	(408,022)	(374,490)
Net Change in Plan Fiduciary Net Position	617,864	(802,740)	1,513,304	337,920	546,987	1,408,116	705,639
Plan Fiduciary Net Position - Beginning of Year	5,802,585	6,605,325	5,092,021	4,754,101	4,207,114	2,798,998	2,093,359
Plan Fiduciary Net Position - End of Year (b)	6,420,449	5,802,585	6,605,325	5,092,021	4,754,101	4,207,114	2,798,998
Net OPEB Liability - Ending (a) - (b)	$ 5,702,315	$ 5,988,978	$ 4,667,047	$ 3,961,740	$ 3,854,727	$ 4,283,560	$ 5,220,264
Plan fiduciary net position as a percentage of the total OPEB Liability	52.96%	49.21%	58.60%	56.24%	55.22%	49.55%	34.90%
Covered-employee payroll	$ 25,483,309	$ 23,935,378	$ 23,360,322	$ 23,681,909	$ 22,349,167	$ 22,223,899	$ 21,017,236
Net OPEB Liability as percentage of covered payroll	22.38%	25.02%	19.98%	16.73%	17.25%	19.27%	24.84%

Notes to Schedule:
Changes in Assumptions:
From fiscal year June 30, 2017 to June 30, 2018:
The discount rate was reduced from 7.25% to 6.75%.
From fiscal year June 30, 2021 to June 30, 2022:
The discount rate was reduced from 6.75% to 6.15%.
From fiscal year June 30, 2023 to June 30, 2024:
The discount rate was reduced from 6.15% to 6.10%.

* - Fiscal year 2018 was the 1st year of implementation.

See Notes to Required Supplementary Information

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written

City of Campbell

Schedule of OPEB Contributions

Last Ten Fiscal Years*

Fiscal Year ended	June 30, 2024	June 30, 2023	June 30, 2022	June 30, 2021	June 30, 2020	June 30, 2019	June 30, 2018
Actuarially determined contribution	$ 847,447	$ 822,791	$ 624,000	$ 610,000	$ 642,000	$ 629,000	$ 1,038,000
Contributions in relation to the actuarially determined contributions	(827,747)	(913,540)	(659,310)	(613,391)	(646,871)	(675,398)	(1,566,022)
Contribution deficiency (excess)	$ 19,700	$ (90,749)	$ (35,310)	$ (3,391)	$ (4,871)	$ (46,398)	$ (528,022)
Covered-employee payroll	$27,216,437	$25,483,309	$23,935,378	$23,360,322	$23,681,909	$22,349,167	$22,223,899
Contributions as a percentage of covered payroll	3.04%	3.58%	2.75%	2.63%	2.73%	3.02%	7.05%

Notes to Schedule:
Changes in Assumptions:
From fiscal year June 30, 2017 to June 30, 2018:
The discount rate was reduced from 7.25% to 6.75%.
From fiscal year June 30, 2021 to June 30, 2022:
The discount rate was reduced from 6.75% to 6.15%.
From fiscal year June 30, 2023 to June 30, 2024:
The discount rate was reduced from 6.15% to 6.10%.

* - Fiscal year 2018 was the 1st year of implementation.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written

See Notes to Required Supplementary Information

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

City of Campbell

Budgetary Comparison Schedule – General Fund
Fiscal Year Ended June 30, 2024

	Budgeted Amounts			Variance with Final Budget - Positive (Negative)
	Original	Final	Actual	
Revenues				
Property taxes	$ 22,047,000	$ 21,847,000	$ 21,912,688	$ 65,688
Sales and use taxes	17,699,289	16,826,202	16,549,227	(276,975)
Other taxes	9,691,400	8,582,600	8,991,901	409,301
Licenses and permits	4,290,300	3,909,500	3,344,256	(565,244)
Fines and forfeitures	100,000	150,000	172,012	22,012
Investment income	810,900	1,055,000	1,156,980	101,980
Rents and leases	3,052,500	3,098,400	3,172,450	74,050
Intergovernmental	2,059,068	2,541,100	1,358,912	(1,182,188)
Charges for services	5,907,545	5,893,860	6,243,053	349,193
Miscellaneous	216,410	564,228	237,863	(326,365)
Total Revenues	65,874,412	64,467,890	63,139,342	(1,328,548)
Expenditures				
General government				
City council	363,952	363,952	599,066	(235,114)
City manager	1,411,857	1,511,857	1,230,451	281,406
City clerk	577,829	577,829	493,226	84,603
Human resources	1,567,865	1,556,864	1,490,111	66,753
Accounting	2,446,442	2,540,651	2,596,615	(55,964)
Non-departmental finance	2,715,229	1,140,894	2,853,125	(1,712,231)
COVID response	-	-	109,337	(109,337)
Legal services	579,520	614,520	525,088	89,432
Economic development	242,022	388,770	304,121	84,649
Total general government	9,904,716	8,695,337	10,201,140	(1,505,803)
Recreation				
Community services and administration	568,648	568,648	1,117,320	(548,672)
Senior citizens nutrition program	241,330	270,330	284,153	(13,823)
Adult services	570,171	570,171	498,447	71,724
Campbell community center	1,506,152	1,494,374	1,527,767	(33,393)
Museum services	442,172	462,172	408,058	54,114
Theater	1,322,450	1,203,965	991,430	212,535
Sports, aquatics and fitness	1,061,227	1,082,727	958,258	124,469
Trips, tours and classes	1,403,926	1,384,051	1,016,300	367,751
Total recreation	7,116,076	7,036,438	6,801,733	234,705
Community development				
Community development administration	777,237	777,237	531,253	245,984
Current planning	1,062,023	1,062,023	1,017,381	44,642
Policy development	1,637,122	1,977,736	844,203	1,133,533
Building	1,959,520	1,956,676	1,548,595	408,081
Total community development	5,435,902	5,773,672	3,941,432	1,832,240

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

City of Campbell

Budgetary Comparison Schedule – General Fund
Fiscal Year Ended June 30, 2024

	Budgeted Amounts			Variance with Final Budget - Positive (Negative)
	Original	Final	Actual	
Public safety				
Police administration	$ 2,137,601	$ 2,172,696	4,050,130	$ (1,877,434)
Communications	2,995,049	2,995,049	2,810,820	184,229
Records	1,582,747	1,586,744	1,506,778	79,966
Special enforcement services	4,303,331	4,372,005	4,409,297	(37,292)
Field services	11,669,318	11,909,952	10,631,957	1,277,995
Fire protection services	10,860,918	10,860,918	10,343,732	517,186
Total public safety	33,548,964	33,897,364	33,752,714	144,650
Public works				
Public works administration	1,199,624	1,209,324	1,054,518	154,806
Transportation engineering	942,239	942,239	418,770	523,469
Engineering	1,705,569	1,705,569	1,536,738	168,831
Land development/environment programs	1,008,128	1,022,103	1,006,936	15,167
Maintenance administration	717,146	717,146	674,424	42,722
Building maintenance	1,865,894	2,276,695	2,110,467	166,228
Total Public works	7,438,600	7,873,076	6,801,853	1,071,223
Total expenditures	63,444,258	63,275,887	61,498,872	1,777,015
Excess (deficiency) of revenues over (under) expenditures	2,430,154	1,192,003	1,640,470	448,467
Other financing sources (uses)				
Leases proceeds	-	-	142,282	142,282
Transfers in	3,387,412	4,142,679	1,635,595	(2,507,084)
Transfers out	(5,666,245)	(6,252,281)	(4,598,406)	1,653,875
Total other financing sources (uses)	(2,278,833)	(2,109,602)	(2,820,529)	(710,927)
Net change in fund balance	151,321	(917,599)	(1,180,059)	(262,460)
Fund balance at beginning of year	22,143,271	22,143,271	22,143,271	-
Fund balance at end of year	$ 22,294,592	$ 21,225,672	$ 20,963,212	$ (262,460)

See Notes to Required Supplementary Information

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

City of Campbell

Budgetary Comparison Schedule – Housing Assets Special Revenue Fund

Fiscal Year Ended June 30, 2024

	Budgeted Amounts			Variance with Final Budget - Positive (Negative)
	Original	Final	Actual	
Revenues				
Investment income	$ 50,000	$ 50,000	$ 66,946	$ 16,946
Intergovernmental	-	-	150,000	150,000
Miscellaneous revenue	175,000	175,000	371,233	196,233
Total revenues	225,000	225,000	588,179	363,179
Expenditures				
Current				
Community development	1,026,130	1,090,066	667,619	422,447
Total expenditures	1,026,130	1,090,066	667,619	422,447
Excess (Deficiency) of Revenues Over (Under) Expenditures	(801,130)	(865,066)	(79,440)	785,626
Other Financing Sources (Uses):				
Transfers in	210,585	210,585	104,564	(106,021)
Total Other Financing Sources (Uses)	210,585	210,585	104,564	(106,021)
Net change in fund balance	(590,545)	(654,481)	25,124	679,605
Fund balance at beginning of year	8,495,688	8,495,688	8,495,688	-
Fund balance at end of year	$ 7,905,143	$ 7,841,207	$ 8,520,812	$ 679,605

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

City of Campbell

Budgetary Comparison Schedule – ARPA Special Revenue Fund
Year Ended June 30, 2024

	Budgeted Amounts			Variance with Final Budget - Positive (Negative)
	Original	Final	Actual	
Revenues				
Intergovernmental	$ -	$ -	$ 1,995,935	$ 1,995,935
Total revenues	-	-	1,995,935	1,995,935
Expenditures				
Current				
City Managers Office	-	-	200,718	(200,718)
Total expenditures	-	-	200,718	(200,718)
Excess (deficiency) of revenues over (under) expenditures	-	-	1,795,217	1,795,217
Other financing sources (uses)				
Transfers out	(3,277,097)	(5,385,364)	(1,835,935)	(3,549,429)
Total other financing sources (uses)	(3,277,097)	(5,385,364)	(1,835,935)	3,549,429
Net change in fund balance	(3,277,097)	(5,385,364)	(40,718)	5,344,646
Fund balance at beginning of year	40,718	40,718	40,718	-
Fund balance at end of year	$(3,236,379)	$(5,344,646)	$ -	$ 5,344,646

See Notes to Required Supplementary Information

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Note 1 - Budgets and Budgetary Data

The City adopts a budget annually for General, Special Revenue, Capital Projects and Debt Service Funds. This budget is effective July 1 for the ensuing fiscal year. From the effective date of the budget, which is adopted by the City Council and controlled by each department head, the amounts stated therein as proposed expenditures become appropriations to the various City departments. The legal level of budgetary control is at the total department level. For the General Fund, budgetary comparisons for line operating departments are presented and supporting departments, Finance and City Manager are combined as General Government. All appropriations lapse at year-end. During the fiscal year, supplemental adjustments to appropriations were adopted by City Council and have been included in the budget versus actual statements.

Annual budgets are adopted on a basis consistent with generally accepted accounting principles, except for the Museum and Adult Center and Community Development Block Grant Special Revenue Funds for which no budget was adopted in the current fiscal year. Accordingly, no budgetary comparison for these funds are presented in the financial statements.

Under encumbrance accounting, purchase orders, contracts and other commitments of the expenditures are recorded in order to reserve that portion of the applicable appropriation. Encumbrance accounting is employed as an extension of the formal budgetary process. Encumbrances outstanding at year-end lapse and must be re-appropriated as part of the following year budget.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Supplementary Information
June 30, 2024

City of Campbell

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Other Governmental Special Revenue Funds

Gas Tax

Accounts for revenues and expenditures pertaining to the construction and maintenance of City streets.

Vehicle Impact Fees

Accounts for revenues and expenditures pertaining to street maintenance.

Other Grants

Consists of State and Local grants, TDA grant and Federal grants.

- State and Local grant accounts for funds which are provided for specific purposes from the State or other local agencies.
- TDA grant accounts for funds received from the Transportation Development Act (TDA) of 1971.
- Federal grant accounts for federal grant funds which are provided for specific purposes.

Parkland Dedication Fees

Accounts for Quimby Act monies received from developers and records expenditures related to development of designated areas.

Lighting and Landscaping District

Accounts for revenues and expenditures providing for City street lighting and landscaping.

Community Development Block Grant

Accounts for Federal Block Grant Funds used for community development, such as low-and-moderate rehabilitation grants and loans.

Drug Enforcement Revenue

Accounts for revenues received through drug related asset seizures and any drug related convictions.

Environmental Services

Accounts for revenues received from developers and franchised garbage collection to be utilized for solid waste management and storm drain improvements.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Community Restitution Fund

Accounts for assets of the City's Successor Housing Agency, formed to take over certain housing assets from the former Redevelopment Agency Low-Moderate Income Housing Fund upon its dissolution by the State of California.

Supplemental Law Enforcement

Accounts for revenues and expenditures pertaining to grants received from enhancing law enforcement services.

Community Facilities District #1

Accounts for revenues and expenditures pertaining to specific ongoing maintenance of the District's boundaries.

Community Facilities District #2

Accounts for revenues and expenditures pertaining to specific ongoing maintenance of the District's boundaries.

Museum and Adult Center

Accounts for donations received from expenditures related to the City's Museum and Adult Center. The City's Museum and Adult Care Center did not have an adopted or final budget.

Debt Service Fund:

2016 LRB

Accounts for the City's share of proceeds from the repayments of the 2016 Lease Revenue Bonds, which were utilized for the refunding of the City's 1997 and 2002 COP obligations.

Measure O Debt Service Fund

Accounts for the City's repayments of the 2020 Measure O General Obligation Bond.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

City of Campbell

Combining Balance Sheet – Other Governmental Fund

Year Ended June 30, 2024

	Special Revenue Funds								
	Gas Tax	Vehicle Impact Fees	Other Grants	Parkland Dedication Fees	Lighting and Landscaping District	Community Development Block Grant	Drug Enforcement Revenue	Environmental Services	Supplemental Law Enforcement
Assets									
Cash and investments	$ 2,106,209	$ 1,897,359	$ 947,473	$ 3,926,839	$ 1,917,512	$ 16	$ 114,074	$ 1,088,798	$ 219,559
Cash held with fiscal agent	-	-	-	-	-	-	-	-	-
Receivables:									
Accounts	1,474	39,800	81,662	-	20,917	-	-	92,686	-
Taxes	300,426	-	-	-	5,998	-	-	-	-
Interest	17,718	27,951	11,248	36,981	12,275	-	1,041	9,370	2,057
Notes and loans	-	-	-	-	-	140,000	-	-	-
Total assets	$ 2,425,827	$ 1,965,110	$ 1,040,383	$ 3,963,820	$ 1,956,702	$ 140,016	$ 115,115	$ 1,190,854	$ 221,616
Liabilities									
Accounts payable	$ 104,743	$ -	$ -	$ -	$ 256,951	$ -	$ -	$ 70,445	$ -
Accrued payroll	67,693	-	-	-	110,006	-	-	8,430	7,672
Due to other funds	-	-	1,269,504	-	-	139,670	-	-	-
Total liabilities	172,436	-	1,269,504	-	366,957	139,670	-	78,875	7,672
Fund balances (deficit)									
Restricted	2,253,391	1,965,110	-	3,963,820	1,589,745	346	115,115	1,111,979	213,944
Unassigned	-	-	(229,121)	-	-	-	-	-	-
Total fund balances (deficit)	2,253,391	1,965,110	(229,121)	3,963,820	1,589,745	346	115,115	1,111,979	213,944
Total liabilities, deferred inflows of resources and fund balances	$ 2,425,827	$ 1,965,110	$ 1,040,383	$ 3,963,820	$ 1,956,702	$ 140,016	$ 115,115	$ 1,190,854	$ 221,616

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written

City of Campbell
Combining Balance Sheet – Other Governmental Fund
Year Ended June 30, 2024

	Special Revenue Funds				Debt Service Fund		Total Other Governmental Funds
	Community Restitution Fund	Community Facilities District #1	Community Facilities District #2	Museum and Adult Center	Measure O	2016 LRB	
Assets							
Cash and investments	$ 135,633	$ 379	$ 221,744	$ 23,666	$ 2,373,968	$ -	$ 14,973,229
Cash held with fiscal agent	-	-	-	-	-	33,105	33,105
Receivables:							
Accounts	-	-	-	-	-	-	236,539
Taxes	-	601	1,155	-	9,110	-	317,290
Interest	1,182	2	1,922	216	1,381	-	123,344
Notes and loans	-	-	-	-	-	-	140,000
Total assets	$ 136,815	$ 982	$ 224,821	$ 23,882	$ 2,384,459	$ 33,105	$ 15,823,507
Liabilities							
Accounts payable	$ -	$ -	$ 479	$ -	$ 1,642	$ -	$ 434,260
Accrued payroll	-	-	-	-	-	-	193,801
Due to other funds	-	-	-	-	-	-	1,409,174
Total liabilities	-	-	479	-	1,642	-	2,037,235
Fund balances (deficit)							
Restricted	136,815	982	224,342	23,882	2,382,817	33,105	14,015,393
Unassigned	-	-	-	-	-	-	(229,121)
Total fund balances (deficit)	136,815	982	224,342	23,882	2,382,817	33,105	13,786,272
Total liabilities, deferred inflows of resources and fund balances	$ 136,815	$ 982	$ 224,821	$ 23,882	$ 2,384,459	$ 33,105	$ 15,823,507

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written

City of Campbell

Combining Statement of Revenues, Expenditures and Changes in Fund Balance other Governmental Funds

Year Ended June 30, 2024

	Special Revenue Funds							
	Gas Tax	Vehicle Impact Fees	Other Grants	Parkland Dedication Fees	Lighting and Landscaping District	Community Development Block Grant	Drug Enforcement Revenue	Environmental Services
Revenues								
Property taxes	$ -	$ -	$ -	$ -	$ 1,947,465	$ -	$ -	$ -
Special assessments	-	-	-	-	1,197,356	-	-	-
Fines and forfeitures	-	-	-	-	-	-	-	-
Investment income	74,854	164,562	59,654	209,280	54,630	-	5,773	39,641
Intergovernmental	2,325,751	753,310	1,272,649	-	2,215	-	1,589	108,000
Charges for services	-	-	-	-	-	-	-	982,320
Parkland dedication fees	-	-	-	581,630	-	-	-	-
Miscellaneous revenues	54	-	-	-	96,909	-	-	-
Total revenues	2,400,659	917,872	1,332,303	790,910	3,298,575	-	7,362	1,129,961
Expenditures								
Current:								
General government	-	-	-	-	-	-	-	-
Community development	-	-	-	-	-	-	-	-
Public safety	-	-	-	-	-	-	-	-
Public works	2,141,270	-	11,254	-	4,178,294	-	-	591,504
Debt service:								
Principal	-	-	-	-	-	-	-	-
Interest and fiscal charges	-	-	-	-	-	-	-	-
Total expenditures	2,141,270	-	11,254	-	4,178,294	-	-	591,504
Excess (deficiency) of revenues over (under) expenditures	259,389	917,872	1,321,049	790,910	(879,719)	-	7,362	538,457
Other financing sources (uses)								
Transfers in	705,500	-	-	-	999,000	-	-	187,000
Transfers out	-	(1,844,780)	(510,021)	(260,035)	-	-	-	(50,000)
Total other financing sources (uses)	705,500	(1,844,780)	(510,021)	(260,035)	999,000	-	-	137,000
Net change in fund balances	964,889	(926,908)	811,028	530,875	119,281	-	7,362	675,457
Fund balances at beginning of year	1,288,502	2,892,018	(1,040,149)	3,432,945	1,470,464	346	107,753	436,522
Fund balances at end of year	$ 2,253,391	$ 1,965,110	$ (229,121)	$ 3,963,820	$ 1,589,745	$ 346	$ 115,115	$ 1,111,979

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written

City of Campbell

Combining Statement of Revenues, Expenditures and Changes in Fund Balance other Governmental Funds

Year Ended June 30, 2024

	Special Revenue Funds				Debt Service Fund		Total Other Governmental Funds
	Community Restitution Fund	Community Facilities District #1	Community Facilities District #2	Museum and Adult Center	Measure O	2016 LRB	
Revenues							
Property taxes	$ -	$ -	$ -	$ -	$ 2,543,635	$ -	$ 4,491,100
Special assessments	-	146,672	48,171	-	-	-	1,392,199
Fines and forfeitures	37,325	-	-	-	-	-	37,325
Investment income	5,156	384	10,078	1,176	81,256	744	717,823
Intergovernmental	-	-	-	-	-	-	4,641,340
Charges for services	-	-	-	-	-	-	982,320
Parkland dedication fees	-	-	-	-	-	-	581,630
Miscellaneous revenues	-	-	-	-	-	-	96,963
Total revenues	42,481	147,056	58,249	1,176	2,624,891	744	12,940,700
Expenditures							
Current:							
General government	-	3,971	-	-	-	-	3,971
Community development	2,901	-	-	-		-	2,901
Public safety	-	-	-	-	-	-	155,166
Public works	-	-	23,868	-	-	-	6,946,190
Debt service:							
Principal	-	-	-	-	2,490,000	605,000	3,095,000
Interest and fiscal charges	-	-	-	-	1,875,250	148,700	2,023,950
Total expenditures	2,901	3,971	23,868	-	4,365,250	753,700	12,227,178
Excess (deficiency) of revenues over (under) expenditures	39,580	143,085	34,381	1,176	(1,740,359)	(752,956)	713,522
Other financing sources (uses)							
Transfers in	-	-	-	-	-	766,600	2,658,100
Transfers out	-	(143,000)	(12,000)	-	-	-	(2,819,836)
Total other financing sources (uses)	-	(143,000)	(12,000)	-	-	766,600	(161,736)
Net change in fund balances	39,580	85	22,381	1,176	(1,740,359)	13,644	551,786
Fund balances at beginning of year	97,235	897	201,961	22,706	4,123,176	19,461	13,234,486
Fund balances at end of year	$ 136,815	$ 982	$ 224,342	$ 23,882	$ 2,382,817	$ 33,105	$ 13,786,272

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written

City of Campbell

Schedule of Revenues, Expenditures and Changes in Fund Balance – Budget Actual – Gas Tax Special Revenue Fund

Year Ended June 30, 2024

	Budgeted Amounts		Actual	Variance with Final Budget - Positive (Negative)
	Original	Final		
Revenues				
Investment income	$ 25,000	$ 25,000	$ 74,854	$ 49,854
Intergovernmental	2,331,938	2,331,938	2,325,751	(6,187)
Miscellaneous revenue	2,500	2,500	54	(2,446)
Total Revenues	2,359,438	2,359,438	2,400,659	41,221
Expenditures				
Current				
Public works	2,184,229	2,187,287	2,141,270	46,017
Total expenditures	2,184,229	2,187,287	2,141,270	46,017
Excess (deficiency) of revenues over (under) expenditures	175,209	172,151	259,389	87,238
Other financing sources (uses)				
Transfers in	705,500	705,500	705,500	-
Transfers out	(1,000,000)	(1,000,000)	-	1,000,000
Total other financing sources (uses)	(294,500)	(294,500)	705,500	1,000,000
Net change in fund balance	(119,291)	(122,349)	964,889	1,087,238
Fund balance at beginning of year	1,288,502	1,288,502	1,288,502	-
Fund balance at end of year	$ 1,169,211	$ 1,166,153	$ 2,253,391	$ 1,087,238

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

City of Campbell

Schedule of Revenues, Expenditures, and Changes in Fund Balance – Budget Actual – Vehicle Impact Fees Special Revenue Fund

Year Ended June 30, 2024

	Budgeted Amounts			Variance with Final Budget - Positive (Negative)
	Original	Final	Actual	
Revenues				
Investment income	$ 250	$ 250	$ 164,562	$ 164,312
Intergovernmental	777,000	777,000	753,310	(23,690)
Total revenues	777,250	777,250	917,872	140,622
Other financing sources (uses)				
Transfers out	(837,000)	(958,000)	(1,844,780)	(886,780)
Net change in fund balance	(59,750)	(180,750)	(926,908)	(746,158)
Fund balance at beginning of year	2,892,018	2,892,018	2,892,018	-
Fund balance at end of year	$ 2,832,268	$ 2,711,268	$ 1,965,110	$ (746,158)

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

City of Campbell

Schedule of Revenues, Expenditures, and Changes in Fund Balance – Budget Actual –Other Grants Special Revenue Fund

Year Ended June 30, 2024

	Budgeted Amounts			Variance with Final Budget - Positive (Negative)
	Original	Final	Actual	
Revenues				
Investment income	$ -	$ -	$ 59,654	$ 59,654
Intergovernmental	1,482,000	1,833,000	1,272,649	(560,351)
Total Revenues	1,482,000	1,833,000	1,332,303	(500,697)
Expenditures				
Current				
Public works	-	85,000	11,254	73,746
Excess (deficiency) of revenues over (under) expenditures	1,482,000	1,748,000	1,321,049	(426,951)
Other financing sources (uses)				
Transfers out	(1,482,000)	(1,748,000)	(510,021)	1,237,979
Total other financing sources (uses)	(1,482,000)	(1,748,000)	(510,021)	1,237,979
Net change in fund balance	-	-	811,028	811,028
Fund balance at beginning of year	(1,040,149)	(1,040,149)	(1,040,149)	-
Fund balance at end of year	$ (1,040,149)	$ (1,040,149)	$ (229,121)	$ 811,028

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

City of Campbell

Schedule of Revenues, Expenditures, and Changes in Fund Balance – Budget Actual – Parkland Dedication Fees

Special Revenue Fund

Year Ended June 30, 2024

	Budgeted Amounts		Actual	Variance with Final Budget - Positive (Negative)
	Original	Final		
Revenues				
Investment income	$ 11,900	$ 11,900	$ 209,280	$ 197,380
Parkland dedication fees	400,000	400,000	581,630	181,630
Total revenues	411,900	411,900	790,910	379,010
Other financing sources (uses)				
Transfers out	(428,000)	(428,000)	(260,035)	167,965
Net change in fund balance	(16,100)	(16,100)	530,875	546,975
Fund balance at beginning of year	3,432,945	3,432,945	3,432,945	-
Fund balance at end of year	$ 3,416,845	$ 3,416,845	$ 3,963,820	$ 546,975

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

City of Campbell

Schedule of Revenues, Expenditures, and Changes in Fund Balance – Budget Actual – Lighting and Landscaping District Special Revenue Fund

Year Ended June 30, 2024

	Budgeted Amounts			Variance with Final Budget - Positive (Negative)
	Original	Final	Actual	
Revenues				
Property taxes	$ 1,143,000	$ 1,143,000	$ 1,947,465	$ 804,465
Special assessments	1,210,000	1,210,000	1,197,356	(12,644)
Investment income	-	-	54,630	54,630
Intergovernmental	2,500	2,500	2,215	(285)
Miscellaneous revenues	25,000	25,000	96,909	71,909
Total revenues	2,380,500	2,380,500	3,298,575	918,075
Expenditures				
Current				
Public works	3,844,436	3,956,927	4,178,294	(221,367)
Total expenditures	3,844,436	3,956,927	4,178,294	(221,367)
Excess (deficiency) of revenues over (under) expenditures	(1,463,936)	(1,576,427)	(879,719)	696,708
Other financing sources (uses)				
Transfers in	999,000	999,000	999,000	-
Total other financing sources (uses)	999,000	999,000	999,000	-
Net change in fund balance	(464,936)	(577,427)	119,281	696,708
Fund balance at beginning of year	1,470,464	1,470,464	1,470,464	-
Fund balance at end of year	$ 1,005,528	$ 893,037	$ 1,589,745	$ 696,708

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

City of Campbell

Schedule of Revenues, Expenditures, and Changes in Fund Balance – Budget Actual – Drug Enforcement Revenue
Special Revenue Fund
Year Ended June 30, 2024

	Budgeted Amounts			Variance with Final Budget - Positive (Negative)
	Original	Final	Actual	
Revenues				
Investment income	$ 2,500	$ 2,500	$ 5,773	$ 3,273
Intergovernmental	-	-	1,589	1,589
Miscellaneous revenues	10,000	10,000	-	(10,000)
Total revenues	12,500	12,500	7,362	(5,138)
Net change in fund balance	12,500	12,500	7,362	(5,138)
Fund balance at beginning of year	107,753	107,753	107,753	-
Fund balance at end of year	$ 120,253	$ 120,253	$ 115,115	$ (5,138)

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

City of Campbell

Schedule of Revenues, Expenditures, and Changes in Fund Balance – Budget Actual – Environmental Services
Special Revenue Fund
Year Ended June 30, 2024

	Budgeted Amounts			Variance with Final Budget - Positive (Negative)
	Original	Final	Actual	
Revenues				
Investment income	$ 500	$ 500	$ 39,641	$ 39,141
Intergovernmental	-	197,972	108,000	(89,972)
Charges for services	65,000	65,000	982,320	917,320
Miscellaneous revenues	49,356	49,356	-	(49,356)
Total revenues	114,856	312,828	1,129,961	817,133
Expenditures				
Current				
Public works	587,754	785,726	591,504	194,222
Excess (deficiency) of revenues over (under) expenditures	(472,898)	(472,898)	538,457	1,011,355
Other financing sources (uses)				
Transfers in	187,000	187,000	187,000	-
Transfers out	-	-	(50,000)	(50,000)
Total other financing sources (uses)	187,000	187,000	137,000	(50,000)
Net change in fund balance	(285,898)	(285,898)	675,457	961,355
Fund balance at beginning of year	436,522	436,522	436,522	-
Fund balance at end of year	$ 150,624	$ 150,624	$ 1,111,979	$ 961,355

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

City of Campbell

Schedule of Revenues, Expenditures, and Changes in Fund Balance – Budget Actual – Supplemental Law Enforcement Special Revenue Fund

Year Ended June 30, 2024

	Budgeted Amounts			Variance with Final Budget - Positive (Negative)
	Original	Final	Actual	
Revenues				
Investment income	$ -	$ -	$ 10,635	$ 10,635
Intergovernmental	100,000	100,000	177,826	77,826
Total revenues	100,000	100,000	188,461	88,461
Expenditures				
Current				
Public safety	144,333	161,044	155,166	5,878
Net change in fund balance	(44,333)	(61,044)	33,295	94,339
Fund balance at beginning of year	180,649	180,649	180,649	-
Fund balance at end of year	$ 136,316	$ 119,605	$ 213,944	$ 94,339

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

City of Campbell

Schedule of Revenues, Expenditures, and Changes in Fund Balance – Budget Actual – Community Restitution Fund Special Revenue Fund

Year Ended June 30, 2024

	Budgeted Amounts			Variance with Final Budget - Positive (Negative)
	Original	Final	Actual	
Revenues				
Fines/Forfeits/Penalties	$ 45,000	$ 45,000	$ 37,325	$ (7,675)
Investment income	-	-	5,156	5,156
Total Revenues	45,000	45,000	42,481	(2,519)
Expenditures				
Current				
Community Development	30,000	30,000	2,901	27,099
Total expenditures	30,000	30,000	2,901	27,099
Net change in fund balance	15,000	15,000	39,580	24,580
Fund balance at beginning of year	97,235	97,235	97,235	-
Fund balance at end of year	$ 112,235	$ 112,235	$ 136,815	$ 24,580

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

City of Campbell

Schedule of Revenues, Expenditures, and Changes in Fund Balance – Budget Actual – Community Facilities District #1 Special Revenue Fund

Year Ended June 30, 2024

	Budgeted Amounts			Variance with Final Budget - Positive (Negative)
	Original	Final	Actual	
Revenues				
Special assessments	$ 146,350	$ 146,350	$ 146,672	$ 322
Investment income	550	550	384	(166)
Total revenues	146,900	146,900	147,056	156
Expenditures				
Current				
Community development	3,700	3,700	3,971	(271)
Excess (deficiency) of revenues over (under) expenditures	143,200	143,200	143,085	(115)
Other financing sources (uses)				
Transfers out	(143,000)	(143,000)	(143,000)	-
Net change in fund balance	200	200	85	(115)
Fund balance at beginning of year	897	897	897	-
Fund balance at end of year	$ 1,097	$ 1,097	$ 982	$ (115)

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

City of Campbell

Schedule of Revenues, Expenditures, and Changes in Fund Balance – Budget Actual – Community Facilities District #2 Special Revenue Fund
Year Ended June 30, 2024

	Budgeted Amounts			Variance with Final Budget - Positive (Negative)
	Original	Final	Actual	
Revenues				
Investment income	$ -	$ -	$ 10,078	$ 10,078
Special assessments	35,250	50,673	48,171	(2,502)
Total revenues	35,250	50,673	58,249	7,576
Expenditures				
Current				
Public Works	28,000	28,000	23,868	4,132
Excess (deficiency) of revenues over (under) expenditures	7,250	22,673	34,381	11,708
Other financing sources (uses)				
Transfers out	(12,000)	(12,000)	(12,000)	-
Total other financing sources (uses)	(12,000)	(12,000)	(12,000)	-
Net change in fund balance	(4,750)	10,673	22,381	11,708
Fund balance at beginning of year	201,961	201,961	201,961	-
Fund balance at end of year	$ 197,211	$ 212,634	$ 224,342	$ 11,708

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

City of Campbell

Schedule of Revenues, Expenditures, and Changes in Fund Balance – Budget Actual – Capital Projects Fund
Year Ended June 30, 2024

	Budgeted Amounts			Variance with Final Budget - Positive (Negative)
	Original	Final	Actual	
Revenues				
Project revenues	$ -	$ -	$ 101,987	$ 101,987
Miscellaneous revenues	507,000	507,000	-	(507,000)
Total revenues	507,000	507,000	101,987	(405,013)
Expenditures				
Current				
Other	581,500	48,335	-	48,335
Capital outlay	6,114,745	15,973,080	4,153,269	11,819,811
Excess (deficiency) of revenues over (under) expenditures	(6,189,245)	(15,514,415)	(4,051,282)	11,463,133
Other financing sources (uses)				
Transfers in	6,189,245	6,690,245	4,090,496	(2,599,749)
Total other financing sources (uses)	6,189,245	6,690,245	4,090,496	(2,599,749)
Net change in fund balance	-	(8,824,170)	39,214	8,863,384
Fund balance at beginning of year	929,106	929,106	929,106	-
Fund balance at end of year	$ 929,106	$ (7,895,064)	$ 968,320	$ 8,863,384

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

City of Campbell

Schedule of Revenues, Expenditures, and Changes in Fund Balance – Budget Actual – Measure O Capital Projects Fund

Year Ended June 30, 2024

	Budgeted Amounts		Actual	Variance with Final Budget - Positive (Negative)
	Original	Final		
Revenues				
Investment income	$ 200,000	$ 200,000	$ 2,091,758	$ 1,891,758
Intergovernmental	2,859,225	2,859,225	-	(2,859,225)
TOTAL REVENUES	3,059,225	3,059,225	2,091,758	(967,467)
Expenditures				
Capital outlay	1,722,533	59,130,756	14,542,798	44,587,958
Total expenditures	1,722,533	59,130,756	14,542,798	44,587,958
Excess (deficiency) of revenues over (under) expenditures	1,336,692	(56,071,531)	(12,451,040)	43,620,491
Other financing sources (uses)				
Transfers in	-	1,451,000	-	(1,451,000)
Total other Financing sources (uses)	-	1,451,000	-	(1,451,000)
Net Change in Fund Balance	1,336,692	(54,620,531)	(12,451,040)	42,169,491
Fund Balance at Beginning of Year	52,842,127	52,842,127	52,842,127	-
Fund Balance at End of Year	$ 54,178,819	$ (1,778,404)	$ 40,391,087	$ 42,169,491

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

City of Campbell

Schedule of Revenues, Expenditures, and Changes in Fund Balance – Budget Actual – 2016 LRB Debt Service Fund

Year Ended June 30, 2024

	Budgeted Amounts			Variance with Final Budget - Positive (Negative)
	Original	Final	Actual	
Revenues				
Investment income	$ 500	$ 500	$ 744	$ 244
Expenditures				
Debt Service				
Principal	630,000	630,000	605,000	25,000
Interest and fees	139,200	139,200	148,700	(9,500)
Total expenditures	769,200	769,200	753,700	15,500
Excess (deficiency) of revenues over (under) expenditures	(768,700)	(768,700)	(752,956)	15,744
Other financing sources (uses)				
Transfers in	766,600	766,600	766,600	-
Net change in fund balance	(2,100)	(2,100)	13,644	15,744
Fund balance at beginning of year	19,461	19,461	19,461	-
Fund balance at end of year	$ 17,361	$ 17,361	$ 33,105	$ 15,744

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

City of Campbell

Schedule of Revenues, Expenditures, and Changes in Fund Balance – Budget Actual – Measure O Debt Service Fund

Year Ended June 30, 2024

	Budgeted Amounts			Variance with Final Budget - Positive (Negative)
	Original	Final	Actual	
Revenues				
Property taxes	$ 2,600,000	$ 2,600,000	$ 2,543,635	$ (56,365)
Investment income	-	-	81,256	81,256
Total revenues	2,600,000	2,600,000	2,624,891	24,891
Expenditures				
General government	1,500	1,500	-	1,500
Debt Service	4,365,250	4,365,250	4,365,250	-
Total expenditures	4,366,750	4,366,750	4,365,250	1,500
Excess (deficiency) of revenues over (under) expenditures	(1,766,750)	(1,766,750)	(1,740,359)	26,391
Net change in fund balance	(1,766,750)	(1,766,750)	(1,740,359)	26,391
Fund balance at beginning of year	4,123,176	4,123,176	4,123,176	-
Fund balance at end of year	$ 2,356,426	$ 2,356,426	$ 2,382,817	$ 26,391

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Account for goods or services provided to other departments of the City where the intent of the City is that the costs of these goods or services are to be recovered through interdepartmental charges at the time that the goods are delivered, or the services rendered to those departments.

Motor Vehicle Pool

Accounts for the costs of operating maintaining and replacing vehicle and other equipment used by City departments. Rental rates charged to user departments include costs and equipment depreciation.

Workers' Compensation Self-Insurance
Accounts for revenues derived from charges made to operating departments at rates based on the State Compensation Fund annually adjusted to ensure an adequate reserve for future claims. This fund is charged for administrative costs of settling claims, as well as material and other costs of job-related illness or injury.

Information Technology Services

Accounts for the costs of operating maintaining and replacing computer hardware and software. Rental rates charged to the user departments include operating costs and equipment depreciation.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

City of Campbell

Combining Statement of Net Position – Internal Service Funds

June 30, 2024

	Motor Vehicle Pool	Workers' Compensation Self-Insurance	Information Technology Services	Total
Assets				
Current assets				
Cash and investments	$ 861,862	$ 4,826,583	$ 583,587	$ 6,272,032
Accounts receivable	7,566	43,710	9,175	60,451
Prepaid items	-	-	122,313	122,313
Deposits	-	90,000	-	90,000
Total current assets	869,428	4,960,293	715,075	6,544,796
Noncurrent assets				
Capital assets, net	1,172,841	-	147,295	1,320,136
Total noncurrent assets	1,172,841	-	147,295	1,320,136
Total assets	2,042,269	4,960,293	862,370	7,864,932
Deferred outflows of resources				
Amount related to pensions	210,367	-	390,009	600,376
Amount related to OPEB	26,125	-	63,889	90,014
Total deferred outflows of resources	236,492	-	453,898	690,390
Liabilities				
Current liabilities				
Accounts payable	63,400	48,294	294,665	406,359
Accrued payroll	19,225	-	41,150	60,375
Compensated absences, current portion	18,333	-	27,345	45,678
Leases payable	437,240	-	-	437,240
Subscription liabilities	-	-	36,175	36,175
Claims and judgments payable, current portion	-	519,912	-	519,912
Total current liabilities	538,198	568,206	399,335	1,505,739
Noncurrent liabilities				
Compensated absences	16,921	-	31,270	48,191
Claims and judgments payable	-	2,912,524	-	2,912,524
Net OPEB liability	49,664	-	121,454	171,118
Net pension liability	688,980	-	1,277,330	1,966,310
Total noncurrent liabilities	755,565	2,912,524	1,430,054	5,098,143
Total liabilities	1,293,763	3,480,730	1,829,389	6,603,882
Deferred inflows of resources				
Amount related to OPEB	8,953	-	21,894	30,847
Total deferred inflows of resources	8,953	-	21,894	30,847
Net position				
Net investments in capital assets	735,601	-	111,120	846,721
Unrestricted	240,444	1,479,563	(646,135)	1,073,872
Total net position	$ 976,045	$ 1,479,563	$ (535,015)	$ 1,920,593

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

City of Campbell

Combining Statement of Revenues, Expenses, and Changes in Net Position – Internal Service Funds
Year Ended June 30, 2024

	Motor Vehicle Pool	Worker' Compensation Self-Insurance	Information Technology Service	Total
Operating revenues				
Investment income	$ 37,001	$ 230,171	$ 4,334	$ 271,506
Charges for services	1,101,068	697,668	1,161,992	2,960,728
Other	3,024	3,598	20,392	27,014
Total operating revenues	1,141,093	931,437	1,186,718	3,259,248
Operating expenses				
Personnel services	411,435	-	583,430	994,865
Services and supplies	556,714	(11,147)	789,128	1,334,695
Depreciation and amortization	346,237	-	27,530	373,767
Total operating expenses	1,314,386	(11,147)	1,400,088	2,703,327
Operating gain (loss)	(173,293)	942,584	(213,370)	555,921
Nonoperating income (expenses)				
Loss on disposal of capital assets	(1,714)	-	(12,270)	(13,984)
Income (loss) before transfers	(175,007)	942,584	(225,640)	541,937
Transfers				
Transfers in	-	-	769,322	769,322
Transfers out	(3,900)	-	-	(3,900)
Total transfers	(3,900)	-	769,322	765,422
Net change in net position	(178,907)	942,584	543,682	1,307,359
Net position at beginning of year	1,154,952	536,979	(1,078,697)	613,234
Net position at end of year	$ 976,045	$ 1,479,563	$ (535,015)	$ 1,920,593

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

City of Campbell

Combining Statement of Cash Flows – Internal Service Funds

Year Ended June 30, 2024

	Motor Vehicle Pool	Worker' Compensation Self-Insurance	Information Technology Service	Total
Cash flows from operating activities				
Cash received from department users	$ 1,138,461	$ 920,317	$ 1,178,034	$ 3,236,812
Cash payments to suppliers of goods and services	(537,568)	(419,830)	(694,910)	(1,652,308)
Cash payments to employees for services	(357,504)	-	(826,984)	(1,184,488)
Net cash provided (used) by operating activities	243,389	500,487	(343,860)	400,016
Cash flows from noncapital financing activities				
Cash received from other funds	-	-	769,322	769,322
Cash paid to other funds	(3,900)	-	-	(3,900)
Net cash provided by noncapital financing activities	(3,900)	-	769,322	765,422
Cash flows from capital and related financing activities				
Acquisition of capital assets	(86,290)	-	39,761	(46,529)
Net cash used by capital and related financing activities	(86,290)	-	39,761	(46,529)
Net increase (decrease) in cash and cash equivalents	153,199	500,487	465,223	1,118,909
Cash and cash equivalents at beginning of year	708,663	4,326,096	118,364	5,153,123
Cash and cash equivalents at end of year	$ 861,862	$ 4,826,583	$ 583,587	$ 6,272,032
Reconciliation of opearting income (loss) to net cash provided (used) by operating activities				
Operating income (loss)	$ (173,293)	$ 942,584	$ (213,370)	$ 555,921
Adjustments to reconcile operating income (loss) to net cash provided (used) by operating activities				
Depreciation	346,237	-	27,530	373,767
Changes in operating assets and liabilities				
(Increase) decrease in accounts receivables	(2,632)	(11,120)	(8,684)	(22,436)
(Increase) decrease in prepaid expenses	-	-	(122,313)	(122,313)
Increase (decrease) in accounts payable	19,146	48,294	216,531	283,971
Increase (decrease) in accrued payroll	1,995	-	435	2,430
Increase (decrease) in compensation absences	(1,647)	-	(38,967)	(40,614)
Increase (decrease) in subscription liabilities	-	-	(52,927)	(52,927)
Increase (decrease) in claims and judgements payable	-	(479,271)	-	(479,271)
Increase (decrease) in net OPEB and related deferrals	(637)	-	(1,560)	(2,197)
Increase (decrease) in net pension and related deferrals	54,220	-	(150,535)	(96,315)
Net cash provided (used) by operating activities	$ 243,389	$ 500,487	$ (343,860)	$ 400,016

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Custodial Funds

Custodial funds are used to account for assets held by the City as an agent for individuals, private organizations, and other governments. The financial activities of these funds are excluded from the Entity-wide financial statements but are presented in separate Fiduciary Fund financial statements.

Account for assets held by the City on behalf of other organizations are as follows:

West Valley Solid Waste Management Authority

Accounts for the monies of the West Valley Solid Waste Management Authority. The City acts as custodian for the operating resources of the entity.

1915 Acts Bonds

Accounts for the assessments received and the payment of principal and interest under the Improvement Bond Act of 1915.

Santa Clara County Specialized Enforcement Task Fund (SCCSET)

Accounts for the monies of the Santa Clara County Specialized Enforcement Task Force. The City acts as custodian for the operating resources of the task force.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

City of Campbell

Combining Statement of Fiduciary Net Position – Custodial Funds

June 30, 2024

	West Valley Solid Waste Management Authority	1915 Act Bonds Fund	SCCSET Fund	Total
Assets				
Cash and investments	$ 1,087,449	$ 33,700	$ 1,476,719	$ 2,597,868
Accounts receivable	6,473	308	-	6,781
Total assets	1,093,922	34,008	1,476,719	2,604,649
Liabilities				
Accounts payable	128,891	-	-	128,891
Unearned revenues	374,757	-	-	374,757
Total liabilities	503,648	-	-	503,648
Net Position				
Restricted for individuals and organizations	$ 590,274	$ 34,008	$ 1,476,719	$ 2,101,001

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

City of Campbell

Combining Statement of Changes in Fiduciary Net Position – Custodial Funds

Year Ended June 30, 2024

	West Valley Solid Waste Management Authority	1915 Act Bonds Fund	SCCSET Fund	Total
Additions				
Local government-administered contributions	$ 1,283,670	$ -	$ -	$ 1,283,670
Other income	223,100	-	496,361	719,461
Investment income	23,789	1,674	-	25,463
Total additions	1,530,559	1,674	496,361	2,028,594
Deductions				
Professional and special services	980,563	-	-	980,563
Administrative	300,000	-	559,855	859,855
Total deductions	1,280,563	-	559,855	1,840,418
Change in net position	249,996	1,674	(63,494)	188,176
Net position at beginning of year	340,278	32,334	1,540,213	1,912,825
Net position at end of year	$ 590,274	$ 34,008	$ 1,476,719	$ 2,101,001

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Statistical Section (Unaudited)
June 30, 2024

City of Campbell

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

City of Campbell
Description of Statistical Section Contents
Year Ended June 30, 2024

This part of the City of Campbell, California's annual comprehensive financial report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information say about the government's overall financial health.

Contents:

	Pages
Financial Trends theses schedules contain trend information to help the reader understand how the City's financial performance and well-being have changed over time.	115 - 120
Revenue Capacity these schedules contain information to help the reader assess the City's most significant local revenue source, the property tax.	121 - 124
Debt Capacity these schedules present information to help the reader assess the affordability of the City's current levels of outstanding debt and the City's ability to issue additional debt in the future.	125 - 129
Demographic and Economic Information these schedules offer demographic and economic indicators to help the reader understand the environment within which the City's financial activities take place.	130 - 131
Operating Information these schedules contain service and infrastructure data to help the reader understand how the information in the City's financial report relates to the services the City provides and the activities it performs.	132 - 134

Sources:

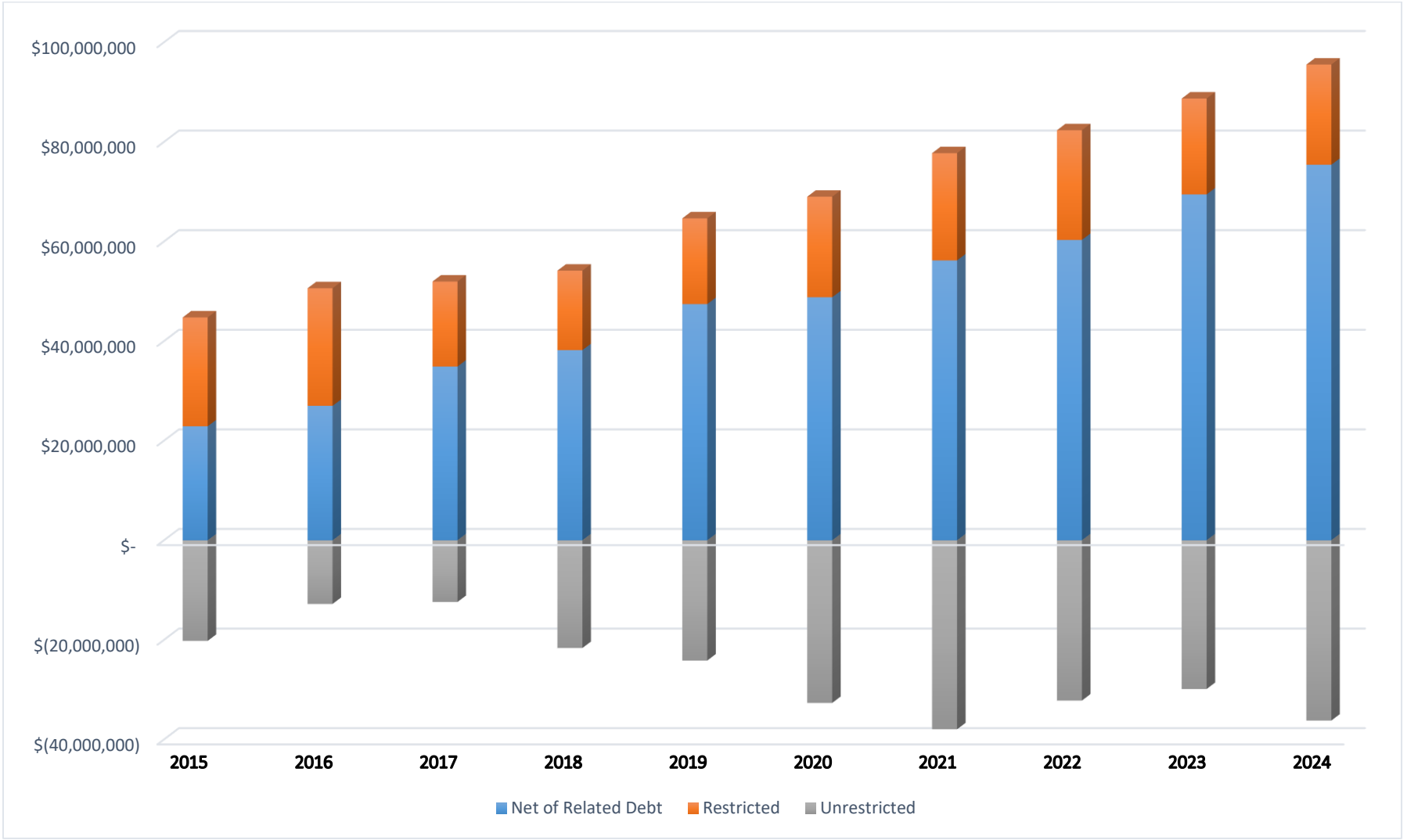
Unless otherwise noted, the information in these schedules is derived from the Annual Comprehensive Financial Reports for the relevant year

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

City of Campbell

Net Position by Component

Last Ten Fiscal Years (Accrual Basis of Accounting)



Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written

City of Campbell

Net Position by Component

Last Ten Fiscal Years (Accrual Basis of Accounting)

	Fiscal Year Ended June 30,				
	2015	2016	2017	2018	2019
Governmental activities:		(A)			
Net investments in capital assets	$ 22,884,579	$ 26,997,661	$ 34,884,223	$ 38,177,017	$ 47,429,206
Restricted	21,868,884	23,616,442	17,077,829	15,970,726	17,211,524
Unrestricted	(20,170,607)	(12,748,328)	(12,358,383)	(21,605,385)	(24,121,289)
Total governmental activities net position	$ 24,582,856	$ 37,865,775	$ 39,603,669	$ 32,542,358	$ 40,519,441
Primary government:					
Net investments in capital assets	$ 22,884,579	$ 26,997,661	$ 34,884,223	$ 38,177,017	$ 47,429,206
Restricted	21,868,884	23,616,442	17,077,829	15,970,726	17,211,524
Unrestricted	(20,170,607)	(12,748,328)	(12,358,383)	(21,605,385)	(24,121,289)
Total primary government net position	$ 24,582,856	$ 37,865,775	$ 39,603,669	$ 32,542,358	$ 40,519,441

	Fiscal Year Ended June 30,				
	2020	2021	2022	2023	2024
Governmental activities:					
Net investments in capital assets	$ 48,798,520	$ 56,200,867	$ 60,313,314	$ 69,455,950	$ 75,408,051
Restricted	20,196,004	21,541,280	22,029,954	19,250,568	20,120,283
Unrestricted	(32,631,237)	(37,922,516)	(32,155,840)	(29,843,712)	(36,180,418)
Total governmental activities net position	$ 36,363,287	$ 39,819,631	$ 50,187,428	$ 58,862,806	$ 59,347,916
Primary government:					
Net investments in capital assets	$ 48,798,520	$ 56,200,867	$ 60,313,314	$ 69,455,950	$ 75,408,051
Restricted	20,196,004	21,541,280	22,029,954	19,250,568	20,120,283
Unrestricted	(32,631,237)	(37,922,516)	(32,155,840)	(29,843,712)	(36,180,418)
Total primary government net position	$ 36,363,287	$ 39,819,631	$ 50,187,428	$ 58,862,806	$ 59,347,916

(A) Reported Pension Liability resulted in a negative $20.1 million of unrestricted in net position in order to comply with provision of GASB 68.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

City of Campbell

Changes in Net Position

Last Ten Fiscal Years (Accrual Basis of Accounting)

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Expenses:										
Governmental activities:										
General government	$ 6,146,700	$ 6,679,357	$ 9,472,432	$ 7,671,343	$ 7,315,270	$ 8,363,548	$ 7,740,547	$ 7,780,899	$ 10,756,246	$ 11,047,211
Public safety	21,022,373	22,179,057	23,679,842	27,628,421	29,623,711	31,160,818	31,982,827	30,801,294	29,060,937	35,745,519
Public Works	11,194,915	10,595,886	11,122,831	15,187,009	13,981,288	15,040,395	12,994,559	13,002,919	16,603,696	18,812,196
Community Development	2,047,303	2,590,034	3,111,691	3,484,767	3,661,787	4,166,582	2,938,422	2,853,912	4,758,602	5,447,126
Recreation and Community Services	5,613,775	5,689,721	6,166,806	6,894,086	7,183,132	6,765,508	4,281,719	4,942,719	6,569,294	7,753,645
Interest on long-term debt	965,225	936,250	579,013	336,577	330,687	324,934	1,056,277	1,319,942	1,794,044	1,865,614
Total Primary Government Expenses	46,990,291	48,670,305	54,132,615	61,202,203	62,095,875	65,821,785	60,994,351	60,701,685	69,542,819	80,671,311
Program Revenues:										
Governmental activities:										
Charges of services:										
General government	1,478,895	1,624,617	1,602,647	1,586,881	18,592	9,375	342	1,814,425	1,993,223	2,188,702
Public safety	686,364	740,750	790,163	857,212	693,216	787,204	409,743	883,254	235,043	883,548
Public Works	2,787,091	3,443,486	3,464,407	3,178,780	3,522,641	3,530,034	4,289,206	2,793,430	5,014,492	2,564,257
Community Development	2,072,487	4,375,330	3,335,990	2,947,460	2,817,123	2,257,036	2,857,170	4,516,534	3,387,574	4,880,247
Recreation and Community Services	3,831,513	3,822,648	4,136,749	4,142,115	5,946,637	4,536,171	3,225,350	2,864,338	3,261,942	3,853,225
Operating Grants and Contribution	4,133,704	5,437,108	2,316,936	2,789,656	3,512,647	4,681,319	7,135,599	4,033,399	4,158,620	6,428,666
Capital Grants and Contributions	1,744,822	3,240,726	1,688,085	534,583	634,321	2,595,822	3,537,522	6,745,712	3,060,743	1,572,079
Total Primary Government Program Revenues	16,734,876	22,684,665	17,334,977	16,036,687	17,145,177	18,396,961	21,454,932	23,651,092	21,111,637	22,370,724
Net (Expense)/Revenue:										
Total primary government net revenue	(30,255,415)	(25,985,640)	(36,797,638)	(45,165,516)	(44,950,698)	(47,424,824)	(39,539,419)	(37,050,593)	(48,431,182)	(58,300,587)
General Revenues and Other Changes in Net Position										
Governmental activities:										
Taxes:										
Property tax	12,297,621	13,161,587	14,191,181	15,251,542	16,921,874	19,812,728	21,009,102	23,469,044	25,550,037	26,403,788
Sales Tax	13,915,291	14,818,495	14,297,751	14,859,014	15,684,222	13,965,745	14,006,163	16,419,363	18,832,569	16,549,227
Transient Occupancy Tax	4,091,923	4,439,668	4,420,208	4,554,949	4,768,870	3,144,208	1,568,908	2,657,334	3,626,019	3,747,247
Franchise Fees	3,322,031	3,319,603	3,478,916	3,586,297	3,515,547	3,527,926	3,458,300	3,690,355	3,924,558	4,135,646
Business License Taxes	662,787	683,445	694,569	698,184	693,263	664,071	666,642	659,094	656,109	666,379
Property Transfer Taxes	526,054	551,007	467,990	761,583	519,407	566,794	542,456	665,607	335,574	374,144
Construction Taxes	50,710	338,718	208,373	85,406	26,451	50,505	143,066	212,975	47,353	57,595
Motor Vehicle In Lieu	26,321	69,109	19,077	45,523	20,494	34,231	135,448	47,981	44,984	54,209
Investment earnings	529,495	487,662	171,257	181,016	1,040,069	1,062,566	122,547	(1,114,797)	1,754,835	4,305,013
Miscellaneous	153,958	1,399,265	586,210	436,370	293,126	439,896	1,343,131	2,170,315	2,334,522	2,492,449
Total Primary Government	35,576,191	39,268,559	38,535,532	40,459,884	43,483,323	43,268,670	42,995,763	48,877,271	57,106,560	58,785,697
Change in Net Position										
Governmental activities	5,320,776	13,282,919	1,737,894	(4,705,632)	(1,467,375)	(4,156,154)	3,456,344	11,826,678	8,675,378	485,110
Total primary government	$ 5,320,776	$ 13,282,919	$ 1,737,894	$ (4,705,632)	$ (1,467,375)	$ (4,156,154)	$ 3,456,344	$ 11,826,678	$ 8,675,378	$ 485,110

(a) Extraordinary gain resulted from the State mandated dissolution of the Redevelopment Agency (RDA) as of 1/31/2012.

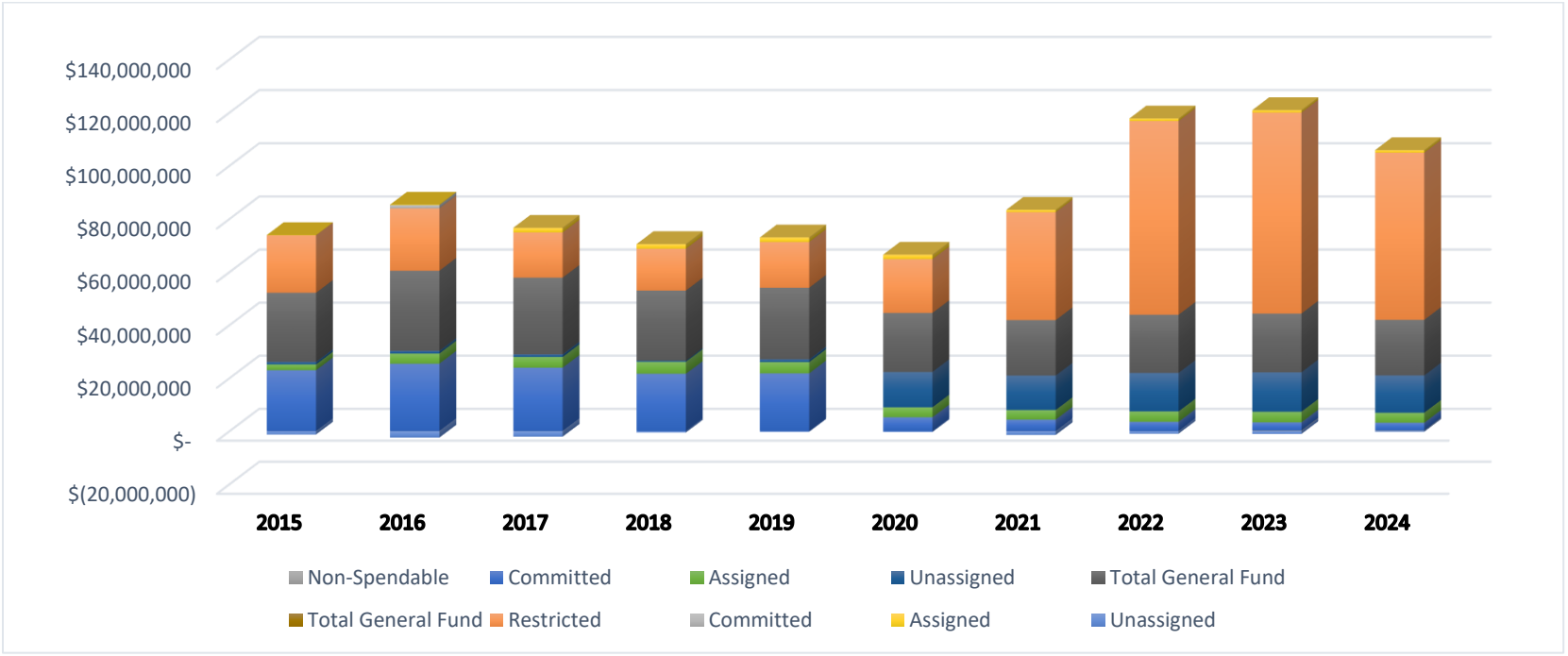
(b) Housing rehabilitation loans transferred to the County due to dissolution of RDA.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written

City of Campbell

Fund Balances of Governmental Funds

Last Ten Fiscal Years (Modified Accrual Basis of Accounting)



Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written

City of Campbell

Fund Balances of Governmental Funds

Last Ten Fiscal Years (Modified Accrual Basis of Accounting)

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
General Fund										
Non-Spendable	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 173,181	$ 199,081
Committed	22,930,342	25,392,112	23,896,221	21,592,089	21,743,948	5,192,639	4,296,174	3,482,825	3,091,992	2,916,934
Assigned	2,176,615	3,830,100	4,027,890	4,528,546	4,257,115	3,757,823	3,643,857	3,918,437	4,013,616	3,791,233
Unassigned	961,258	1,000,000	999,994	360,129	1,026,759	13,322,046	12,976,419	14,525,529	14,864,482	14,055,964
Total General Fund	$ 26,068,215	$ 30,222,212	$ 28,924,105	$ 26,480,764	$ 27,027,822	$ 22,272,508	$ 20,916,450	$ 21,926,791	$ 22,143,271	$ 20,963,212
All Other Governmental Funds										
Restricted	$ 21,623,743	$ 23,493,450	$ 16,993,836	$ 15,772,926	$ 17,211,524	$ 20,250,454	$ 40,615,483	$ 72,927,462	$ 75,653,168	$ 62,927,292
Committed	-	1,223,623	-	-	-	-	-	-	-	-
Assigned	108,767	140,666	1,758,104	1,747,982	1,715,955	1,703,633	914,232	947,217	929,106	968,320
Unassigned	(1,234,364)	(2,414,736)	(2,064,713)	(498,452)	(242,428)	(311,506)	(1,424,397)	(938,687)	(1,040,149)	(229,121)
Total all other governmental funds	$ 20,498,146	$ 22,443,003	$ 16,687,227	$ 17,022,456	$ 18,685,051	$ 21,642,581	$ 40,105,318	$ 72,935,992	$ 75,542,125	$ 63,666,491

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written

City of Campbell

Changes in Fund Balances of Governmental Fund
Last Ten Fiscal Years (Modified Accrual Basis of Accounting)

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Revenues										
Taxes	$ 34,881,417	$ 37,324,522	$ 37,768,238	$ 39,809,475	$ 42,145,259	$ 41,269,352	$ 41,967,223	$ 47,782,758	$ 52,987,985	$ 51,944,916
License, permits and fees	2,839,871	6,900,052	3,873,976	3,214,847	3,232,524	3,714,070	4,493,838	3,742,393	3,387,574	3,344,256
Special Assessments	1,329,637	1,369,696	1,387,853	1,377,069	1,469,308	1,391,283	1,398,933	1,391,231	1,406,520	1,392,199
Fines and forfeitures	354,445	324,137	320,193	345,627	704,030	694,347	547,469	222,721	212,102	209,337
Use of money and property	2,604,602	2,746,371	2,829,484	3,115,345	4,273,538	3,492,676	2,065,292	1,734,314	4,876,180	7,205,957
Intergovernmental revenues	3,880,357	5,346,920	4,172,179	4,630,928	3,262,896	6,466,424	10,440,661	10,774,460	7,214,847	8,146,187
Changes for services	4,422,552	4,491,002	4,623,876	4,897,185	4,784,243	3,268,310	2,566,943	5,696,772	6,059,638	7,225,373
Other	1,117,511	2,237,463	1,200,939	981,249	1,105,429	610,516	1,373,431	1,159,577	1,896,986	1,389,676
Total Revenues	51,430,392	60,740,163	56,176,738	58,371,725	60,977,227	60,906,978	64,853,790	72,504,226	78,041,832	80,857,901
Expenditures										
Current:										
General government	5,673,874	6,220,587	8,543,097	6,832,027	7,245,353	8,194,825	7,266,166	8,115,428	9,906,051	10,195,925
Public safety	21,049,851	23,007,615	24,544,078	25,837,666	27,423,109	29,132,295	31,419,241	30,639,409	31,703,764	33,907,880
Public works	10,305,115	10,506,080	11,493,731	12,576,675	10,940,940	11,170,432	10,748,474	11,675,932	12,556,021	13,748,043
Community development	2,063,640	2,702,702	3,230,153	3,166,797	3,387,115	3,608,339	2,938,030	3,392,935	4,545,041	4,611,952
Recreation and Community Services	5,340,786	5,611,544	6,080,395	6,235,452	6,663,662	5,854,410	4,018,010	5,190,818	6,146,030	6,801,733
Capital outlay	6,773,543	4,675,614	2,487,393	4,878,204	2,103,720	3,878,985	12,550,723	10,624,498	6,084,529	18,559,233
Debt services:										
Principal repayment	775,000	810,000	625,000	595,000	605,000	535,000	1,690,000	2,253,957	3,790,441	3,399,448
Interest and fiscal changes	829,600	793,300	176,642	259,200	244,275	227,076	833,397	1,131,724	1,762,972	2,066,240
Bond issuance costs	-	-	209,762	-	-	-	-	-	-	-
Payments to refunding escrow agent	-	-	6,203,790	-	-	-	-	-	-	-
Total Expenditures	52,811,409	54,327,442	63,594,041	60,381,021	58,613,174	62,601,362	71,464,041	73,024,701	76,494,849	93,290,454
Excess (deficiency) of revenues over (under) expenditures	(1,381,017)	6,412,721	(7,417,303)	(2,009,296)	2,364,053	(1,694,384)	(6,610,251)	(520,475)	1,546,983	(12,432,553)
Other Financing Sources (Uses)										
Transfers In	11,266,904	10,100,282	9,809,123	10,383,455	6,759,234	8,251,100	40,785,100	43,207,002	8,432,564	8,488,755
Transfers Out	(11,519,504)	(10,414,149)	(9,659,635)	(10,481,271)	(6,913,634)	(8,354,500)	(40,239,796)	(44,071,054)	(8,984,144)	(9,254,177)
Issuance of debt	-	-	8,085,000	-	-	-	20,809,094	33,368,566	(590,026)	(2,185,427)
Premium from bond issuance	-	-	1,090,835	-	-	-	3,171,626	2,506,763	2,417,236	2,327,709
Payments to refunding escrow agent	-	-	(8,962,993)	-	-	-	-	-	-	-
Total other financing sources (uses)	(252,600)	(313,867)	362,330	(97,816)	(154,400)	(103,400)	24,526,024	35,011,277	1,275,630	(623,140)
Net Change in fund balances	$ (1,633,617)	$ 6,098,854	$ (7,054,973)	$ (2,107,112)	$ 2,209,653	$ (1,797,784)	$ 17,915,773	$ 34,490,802	$ 2,822,613	$ (13,055,693)
Debt service as a percentage of noncapital expenditures	3.5%	3.2%	11.8% *	1.5%	1.5%	1.3%	4.3%	5.4%	7.9%	7.3%

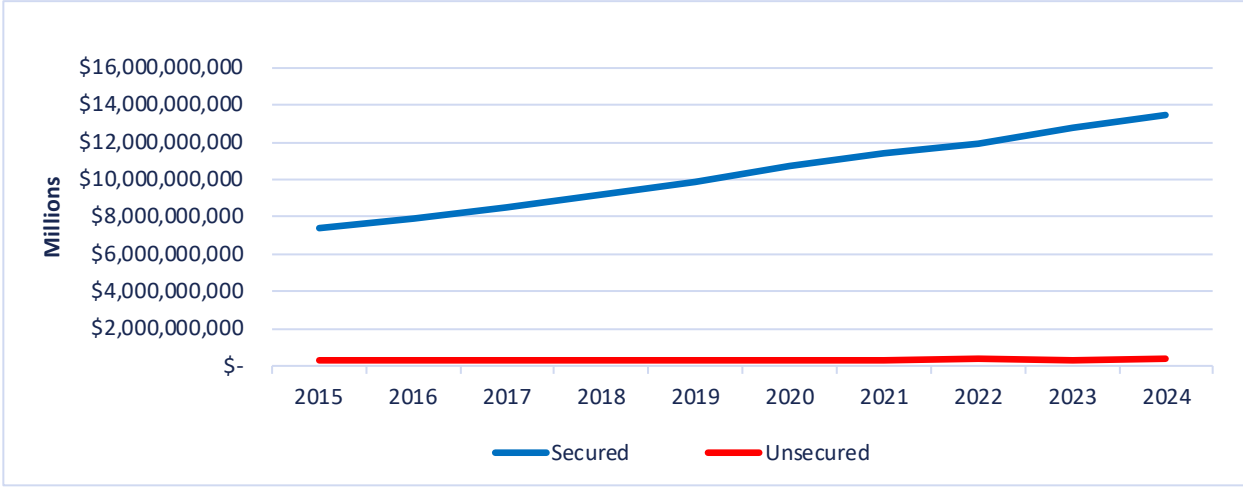
* 2017 Debt service as a percentage of noncapital expenditures is calculated by taking the sum of the principal repayment, interest and fiscal changes, and payments to refunding escrow agent by Total expenditures less capital outlay.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written

City of Campbell

Assessed and Estimated Actual – Value of Taxable Property

Last Ten Fiscal Years



Fiscal Year	Secured Property	HOPTR Exemptions	SBE Utilities	Total Secured Value	Unsecured Property	Total Assessed (a)	Total Direct Tax Rate (b)
2015	$ 7,361,679,060	$ 46,186,046	$ 172,250	$ 7,408,037,356	$ 288,458,347	$ 7,696,495,703	1%
2016	7,912,201,031	45,357,200	172,250	7,957,730,481	273,569,603	8,231,300,084	1%
2017	8,522,484,862	45,200,400	172,250	8,567,857,512	290,398,591	8,858,256,103	1%
2018	9,158,664,046	44,251,200	172,250	9,203,087,496	276,228,712	9,479,316,208	1%
2019	9,866,148,537	43,876,000	238,500	9,910,263,037	276,847,459	10,187,110,496	1%
2020	10,724,368,314	43,384,600	238,500	10,767,991,414	295,779,677	11,063,771,091	1%
2021	11,446,319,015	42,973,000	238,500	11,489,530,515	318,127,779	11,807,658,294	1%
2022	11,967,282,485	41,654,200	238,500	12,009,175,185	363,425,707	12,372,600,892	1%
2023	12,787,900,741	40,744,200	238,500	12,828,883,441	320,304,772	13,149,188,213	1%
2024	13,501,814,011	41,193,600	397,500	13,543,405,111	365,919,955	13,909,325,066	1%

Source: Santa Clara County Assessor's Office

(a) The State Constitution requires property to be assessed at one hundred percent of the most recent purchase price, plus an increment of no more than two percent annually, plus any local over-rides. These values are considered to be full market values.

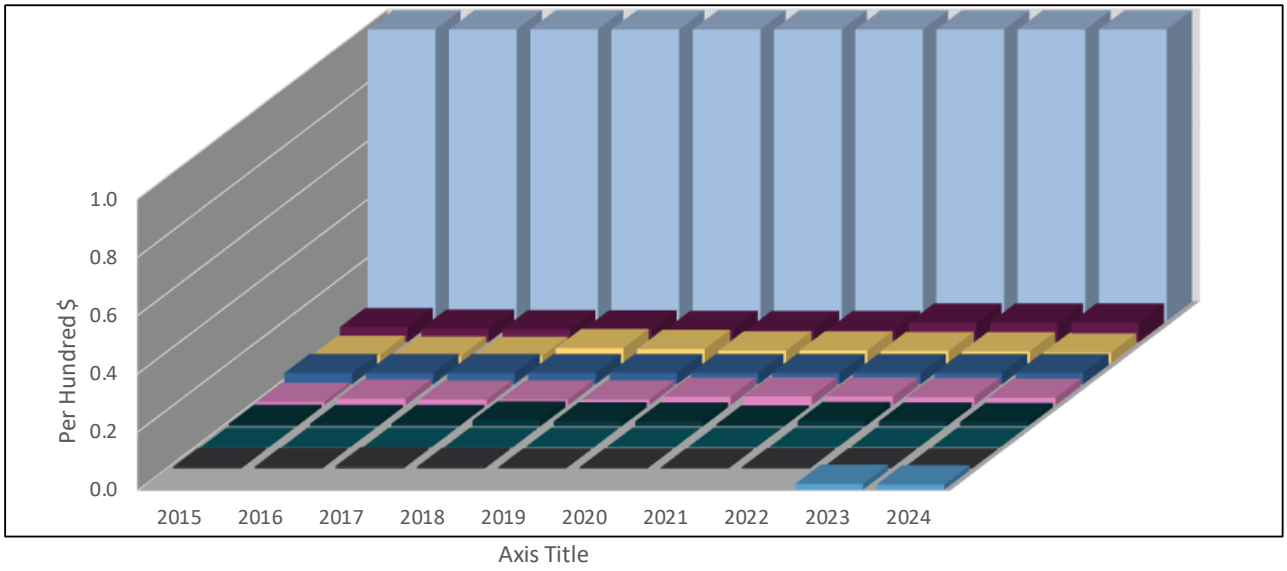
(b) California cities do not set their own direct tax rate. The state constitution establishes the rate at 1% and allocates a portion of that amount, by an annual calculation, to all the taxing entities within a tax rate area. The City of Campbell encompasses more than 20 tax rate areas.

(c) Total assessed value increased 11.6% due primarily to the annexation of several County pockets in 2013.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written

City of Campbell

Property Tax Rates – All Overlapping Governments
Last Ten Fiscal Years



Expenses Year	Basic Direct Tax Rate	SCC Retirement	Library Retirement	City of Campbell	Elem or Unified School Bonds	High School Bonds	SCVWD State Project	West Valley College	Hospital and Housing Bond	Total
2015	1.0000	0.0388	0.0024	0.0000	0.0517	0.0284	0.0065	0.0120	0.0091	1.1489
2016	1.0000	0.0388	0.0024	0.0000	0.0467	0.0257	0.0057	0.0232	0.0088	1.1513
2017	1.0000	0.0388	0.0024	0.0000	0.0442	0.0252	0.0086	0.0196	0.0086	1.1474
2018	1.0000	0.0388	0.0024	0.0000	0.0437	0.0519	0.0062	0.0200	0.0209	1.1839
2019	1.0000	0.0388	0.0024	0.0000	0.0418	0.0487	0.0042	0.0198	0.0177	1.1734
2020	1.0000	0.0388	0.0024	0.0100	0.0415	0.0436	0.0041	0.0296	0.0169	1.1869
2021	1.0000	0.0388	0.0024	0.0100	0.0415	0.0439	0.0037	0.0311	0.0069	1.1783
2022	1.0000	0.0388	0.0024	0.0175	0.0672	0.0421	0.0051	0.0304	0.0188	1.2223
2023	1.0000	0.0388	0.0024	0.0200	0.0672	0.0410	0.0044	0.0283	0.0171	1.2192
2024	1.0000	0.0388	0.0024	0.0175	0.0672	0.0366	0.0041	0.0258	0.0150	1.2074

Source: Santa Clara County Assessors Office

Note: In 1978, California voters passed Proposition 13 which set property tax rate at a fixed amount of 1.00% of assessed value. Each year, the assessed values may be increased by the California consumer price index (CPI), not to exceed 2.0%. Properties are reassessed at market value upon sale. The 1.0% tax levy is shared by all jurisdictions within the County. Based upon the Assessors report for 2019-20 the levy was distributed as follows:

School Districts	44%	Community Colleges	7%
Cities	14%	Special Districts	6%
Other (Successor Agencies)	11%	County	18%
		Total	100%

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

City of Campbell

Principal Property Taxpayers
Current Year and Ten Years Ago

Taxpayer	2023-24 Taxable Assessed Value	2023-24 Rank	2023-24 Percentage of Total Taxable Assessed Value	2014-15 Taxable Assessed Value	2014-15 Rank	2014-15 Percentage of Total Taxable Assessed Value
Pruneyard Regengy LLC	$ 223,375,439	1	1.61%			
AG-SW Hamilton Plaza Owner LP	155,882,615	2	1.12%			
Pruneyard Office Investors LLC	151,716,597	3	1.09%			
KW Fund V1 Vasona Medical Tech	150,194,999	4	1.08%			
675 Creekside Owner LLC	146,113,811	5	1.05%			
Revere LLC	116,726,944	6	0.84%			
Parc Residences LLC	115,212,584	7	0.83%			
Campbell Technology Park LLC	89,364,810	8	0.64%	$ 75,864,721	4	0.99%
SHI-III Campbell LP	75,120,354	9	0.54%			
Raintree Campbell LLC	73,237,020	10	0.53%			
CFEP Pruneyard LLC				212,746,369	1	2.76%
Legacy III Campbell LLC				121,448,892	2	1.58%
CRP Vasona LLC				76,335,439	3	0.99%
RP Maximus Pruneyard Owner LLC				56,403,367	5	0.73%
Hamilton Plaza Investors LLC				53,740,555	6	0.70%
Bay Apartment Communities Inc				52,136,127	7	0.68%
Essex The commons LP				44,466,182	8	0.58%
Marc W Buzolich Trustee Et Al				43,250,000	9	0.56%
Campbell Plaza Apartments LLC				27,686,276	10	0.36%
	$ 1,296,945,173		9.32%	$ 764,077,928		9.93%

Total Net Assessed Valuation

Fiscal Year 2023-2024	$ 13,909,325,066
Fiscal Year 2014-2015	7,696,495,703

Source: Santa Clara Tax Assessor's Office.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

City of Campbell

Property Tax Levies and Collections
Last Ten Fiscal Years

Fisal Year	Total Tax Levy [(a)]	Current Tax Collections	Percent of Levy Collected	Delinquent Tax Collections	Total Tax Collections	Percent of Total Tax Collections to Tax Levy
2015	$ 12,297,621	$ 12,297,621	100%	$ -	$ 12,297,621	100%
2016	13,161,587	13,161,587	100%	-	13,161,587	100%
2017	14,191,181	14,191,181	100%	-	14,191,181	100%
2018	16,058,014	16,058,014	100%	-	16,058,014	100%
2019	16,882,323	16,882,323	100%	-	16,882,323	100%
2020	19,812,728	19,812,728	100%	-	19,812,728	100%
2021	20,965,132	20,965,132	100%	-	20,965,132	100%
2022	23,464,393	23,464,393	100%	-	23,464,393	100%
2023	25,587,659	25,587,659	100%	-	25,587,659	100%
2024	26,437,162	26,437,162	100%	-	26,437,162	100%

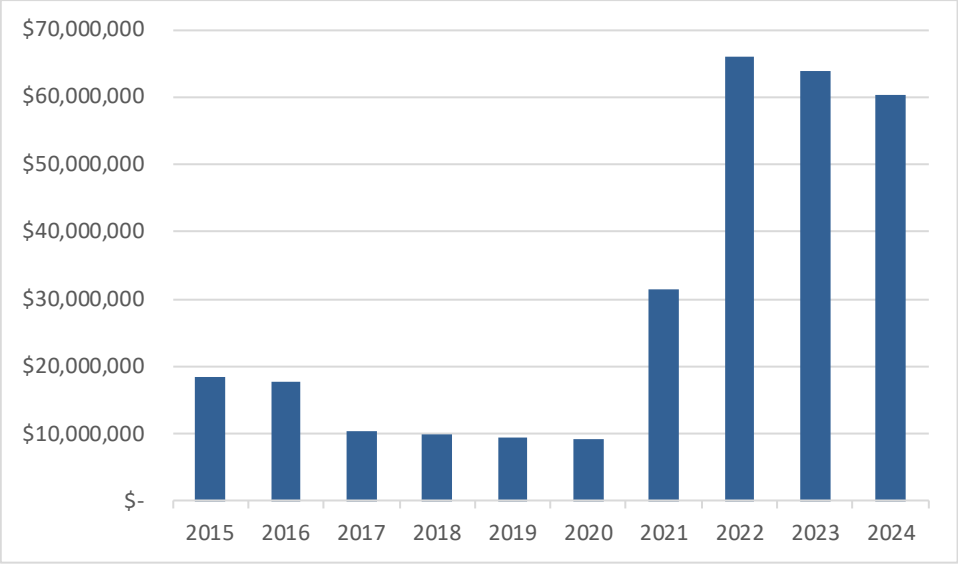
Source: City of Campbell Records

NOTES: Proposition 13 approved by the voters in 1978 provided for a maximum tax rate. The proceeds are apportioned to the various taxing entities on a formula basis. In 1981 – 1982 the basis of assessed valuation was adjusted to full cash value upon resale or new construction, rather than the previous 25 percent estimate. The property tax levy was not to exceed one percent.

(a) Includes RDA in total tax levy through 1/31/2012.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

City of Campbell
Ratio of Outstanding Debt by Type
Last Ten Fiscal Years



Fiscal Year	General Obligation Bonds	Loans	SBITAs & Leases	Lease Revenue Bonds and Certificates of Participation [b]	Total Primary Government	Percentage of Personal Income [a]	Per Capita [a]
2015	$ -	$ -	$ -	$ 18,380,066	$ 18,380,066	0.6290%	439.12
2016	-	-	-	17,722,700	17,722,700	0.5742%	416.18
2017	-	-	-	10,359,329	10,359,329	0.3157%	242.46
2018	-	-	-	9,935,519	9,935,519	0.2892%	232.70
2019	-	-	-	9,511,787	9,511,787	0.2636%	219.93
2020	-	-	-	9,168,762	9,168,762	0.2175%	216.82
2021	21,925,905	-	-	9,458,411	31,384,316	0.7308%	212.41
2022	52,666,947	4,153,703	267,692	9,012,853	66,101,195	1.4387%	1,543.23
2023	49,471,699	3,788,075	2,082,339	8,564,972	63,907,085	1.3447%	1,496.20
2024	46,786,451	3,403,722	1,994,909	8,110,576	60,295,658	1.2136%	1,399.13

Note: Debt amounts exclude any premiums, discounts, or other amortization amounts.
RDA tax allocation bonds are included in total debt through 1/31/2012.

Sources: City of Campbell
State of California, Department of Finance (population)
U.S. Department of Commerce, Bureau of the Census (income)

(a) See page 130 (Demographic Statistics) for personal income and population data.
(b) Certificates of Participation were refinanced in 2017. A portion of the Certificates related to the Campbell Successor Agency was repaid during the refinancing.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

City of Campbell

Ratio of Net General Bonded Debt Outstanding
Last Ten Fiscal Years

Fiscal Year	Total Primary Government Debt [a]	Less: Amounts Available in Debt Service Fund [b]	Total	Percentage of Estiamted Actual Taxable Value of Property [c]	Per Capita [d]
2015	$ 18,380,066	$ -	$ 18,380,066	0.0000%	439.12
2016	17,722,700	-	17,722,700	0.0000%	416.18
2017	10,359,329	-	10,359,329	0.0000%	242.46
2018	9,935,519	-	9,935,519	0.0000%	232.70
2019	9,511,787	-	9,511,787	0.0000%	219.93
2020	9,168,762	1,114,130	8,054,632	-0.0101%	216.82
2021	31,384,316	3,774,338	27,609,978	0.1537%	212.41
2022	66,101,195	5,821,476	60,279,719	0.3786%	1,543.23
2023	63,907,085	4,123,176	59,783,909	0.3449%	1,494.11
2024	60,295,658	2,382,817	57,912,841	0.4164%	1,399.13

Note: Details regarding the City's outstanding debt can be found in the notes to the financial statements.

(a) This is the general bonded debt of the governmental activities, net of original issuance premiums.
(b) This is the amount restricted for debt service principal payments in the Measure O debt service fund.
(c) See the Schedule of Assessed and Estimated Actual – Value of Taxable Property for property value data.
(d) Population data can be found in the schedule of Ratios of Outstanding Debt by Type.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

City of Campbell
Computation of Direct and Overlapping Debt
June 30, 2024

2023-24 Assessed Valuation: $13,909,325,066

OVERLAPPING GENERAL FUND DEBT	Net Debt Outstanding	Applicable Percentage [1]	Amount Applicable to City of Campbell
Santa Clara County	$ 956,770,000	2.107%	$ 20,159,144
West Valley - Mission Community College District	663,040,000	7.359%	48,793,114
Campbell Union High School District	336,185,000	20.827%	70,017,250
Cambrian School District	89,619,944	30.926%	27,715,864
Campbell Union School District	250,309,324	30.658%	76,739,833
Moreland School District	100,974,243	12.305%	12,424,881
City of Campbell	46,786,451	100.000%	46,786,451
City of Campbell Loans, Leases, and Subscription payables	5,398,631	100.000%	5,398,631
Midpeninsula Regional Open Space District	80,700,000	0.042%	33,894
Santa Clara County Valley Water District benefit Assessment District	29,235,000	2.107%	615,981
			$ 308,685,043
DIRECT AND OVERLAPPING TAX AND ASSESSMENT DEBT			
Santa Clara County General Fund Obligations	$ 1,057,709,440	2.107%	$ 22,285,938
Santa Clara County Pension Obligations Bonds	323,733,582	2.107%	6,821,067
Santa Clara County Board of Education Certificates of Participation	12,073,098	2.107%	254,380
Campbell Union High School District General Fund Obligations	1,230,000	30.658%	377,093
West Valley - Mission Community College District General Fund Obligations	2,520,000	7.359%	185,447
Campbell Union School District General Fund Obligations	13,500,000	20.827%	2,811,645
City of Campbell General Fund Obligations	8,110,576	100.000%	8,110,576
Santa Clara County Vector Control District Certificates of Participation	945,000	2.107%	19,911
Midpeninsula Regional Open Space District General Fund Obligations	79,795,600	0.042%	33,514
SUB-TOTAL OVERLAPPING GENERAL FUND OBLIGATION DEBT			$ 40,899,571
Less: Santa Clara County supported obligations			56,046
TOTAL NET DIRECT AND OVERLAPPING GENERAL FUND DEBT			$ 40,843,525
OVERLAPPING TAX INCREMENT DEBT (Successor agency):	12,900,000	100.000%	$ 12,900,000
TOTAL DIRECT DEBT			**$ 60,295,658**
TOTAL GROSS OVERLAPPING DEBT			$ 289,288,956
TOTAL NET OVERLAPPING DEBT			$ 289,232,910
GROSS COMBINED TOTAL DEBT			$ 349,584,614
NET COMBINED TOTAL DEBT (excludes County supported item)			$ 349,528,568

[1] The percentage of overlapping debt applicable to the city is estimated using taxable assessed property value. Applicable percentages were estimated by determining the portion of the overlapping district's assessed value that is within the boundaries of the town divided by the district's total taxable assessed value.

Ratios to 2023-24 Assessed Valuation:

Total Overlapping Tax and Assessment Debt	2.08%
Total Direct Debt ($60,295,658)	**0.43%**
Gross Combined Total Debt	2.51%
Net Combined Total Debt	2.51%

Ratios to Redevelopment Successor Agency Incremental Valuation ($1,480,045,580):

Total Overlapping Tax Increment Debt	0.87%

Source: California Municipal Statistics, Inc. and City of Campbell

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

City of Campbell

Computation of Legal Bonded Debt Margin
Last Ten Fiscal Years

Fiscal Year	Assessed Value	Debt Limit 3.75% [1]	Total Net Debt Applicable to Limit	Legal Debt Margin
2015	$ 7,696,495,703	$ 288,618,589	$ -	$ 288,618,589
2016	8,231,300,084	308,673,753	-	308,673,753
2017	8,858,256,103	332,184,604	-	332,184,604
2018	9,479,316,208	355,474,358	-	355,474,358
2019	10,187,110,496	382,016,644	-	382,016,644
2020	11,063,771,091	414,891,416	-	414,891,416
2021	11,807,658,294	442,787,186	18,860,000	423,927,186
2022	12,372,600,892	463,972,533	47,200,000	416,772,533
2023	13,149,188,213	493,094,558	44,200,000	448,894,558
2024	13,909,325,066	521,599,690	41,710,000	479,889,690

[1] Pursuant to California Government Code Section 43605 (15% of 25% of full cash value).

Source: City of Campbell Finance Department.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

City of Campbell

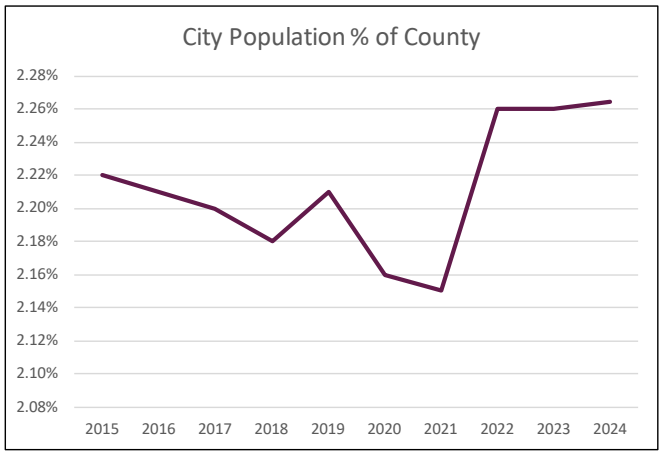
Bonded Debt Pledged Revenue Coverage – Redevelopment/Successor Agency Tax Allocation Bonds

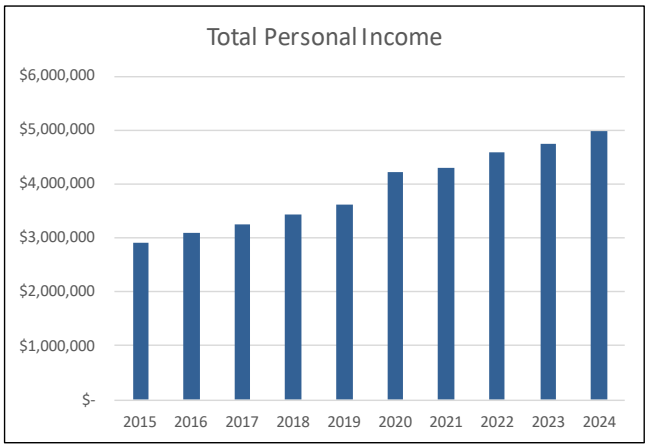
Last Ten Fiscal Years

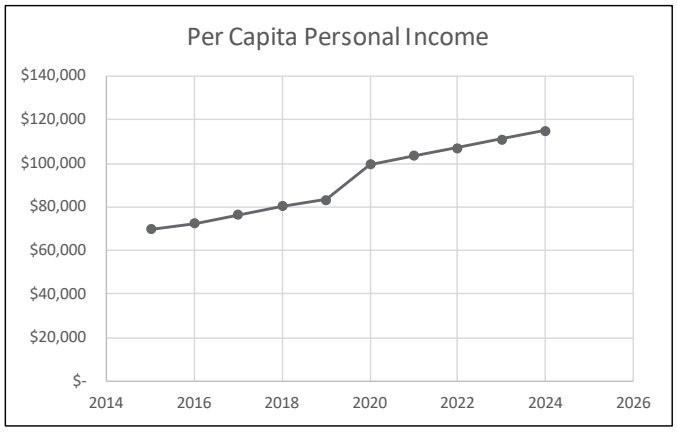
Fiscal Year	Tax Increment Revenue	Principal	Interest and Fiscal Charges	Total Debt Service	Coverage
2015	$ 1,376,201	$ 325,000	$ 1,051,201	$ 1,376,201	1.00
2016	1,376,380	340,000	1,036,380	1,376,380	1.00
2017	652,867	335,000	317,867	652,867	1.00
2018	1,821,338	1,355,000	466,338	1,821,338	1.00
2019	1,595,695	1,170,000	425,695	1,595,695	1.00
2020	1,590,741	1,175,000	415,741	1,590,741	1.00
2021	1,590,737	1,200,000	390,737	1,590,737	1.00
2022	1,740,150	1,375,000	365,190	1,740,150	1.00
2023	1,883,552	1,555,000	328,552	1,883,552	1.00
2024	1,895,984	1,595,000	300,984	1,895,984	1.00

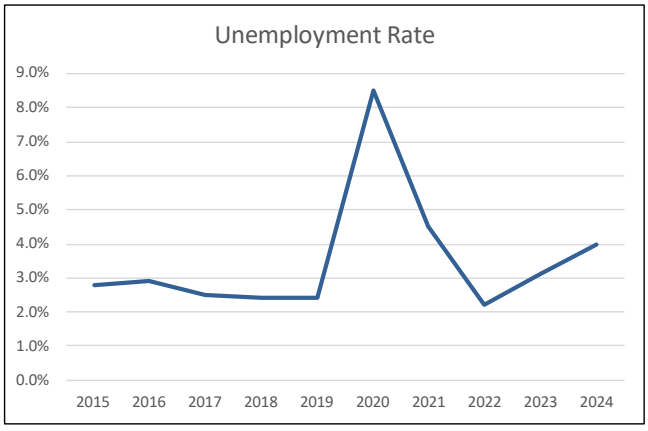
Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

City of Campbell
Demographic and Economic Statistics
Last Ten Fiscal Years









Calendar Year	Population	Personal Income	Per Capita Personal Income	Unemployment Rate	Santa Clara County	City Population % of County
2015	41,857	$ 2,921,953	$ 69,808	2.8%	1,889,638	2.22%
2016	42,584	3,086,261	72,475	2.9%	1,927,888	2.21%
2017	42,726	3,262,837	76,367	2.5%	1,938,180	2.20%
2018	42,696	3,435,638	80,467	2.4%	1,956,598	2.18%
2019	43,250	3,607,941	83,421	2.4%	1,954,286	2.21%
2020	42,288	4,215,608	99,688	8.5%	1,961,969	2.16%
2021	41,533	4,294,776	103,406	4.5%	1,934,171	2.15%
2022	42,833	4,594,414	107,263	2.2%	1,894,783	2.26%
2023	42,713	4,752,434	111,264	3.1%	1,886,079	2.26%
2024	43,095	4,968,514	115,292	4.0%	1,903,198	2.26%

Sources: State of California, Department of Finance; Employment Development Department
U.S. Department of Commerce, Bureau of Economic Analysis

Note: Unemployment rate for FY2011 is an average. FY2012-2016 are collected as of June 30
Per Capita Income for 2017 is adjusted using the California Department of Finance Change in Per Capita Income as reported in May 2016 (5.37%).

(1) The City annexed several County pockets effective May 1, 2013.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

City of Campbell

Top Ten Principal Employers
Current Year and Ten Years Ago

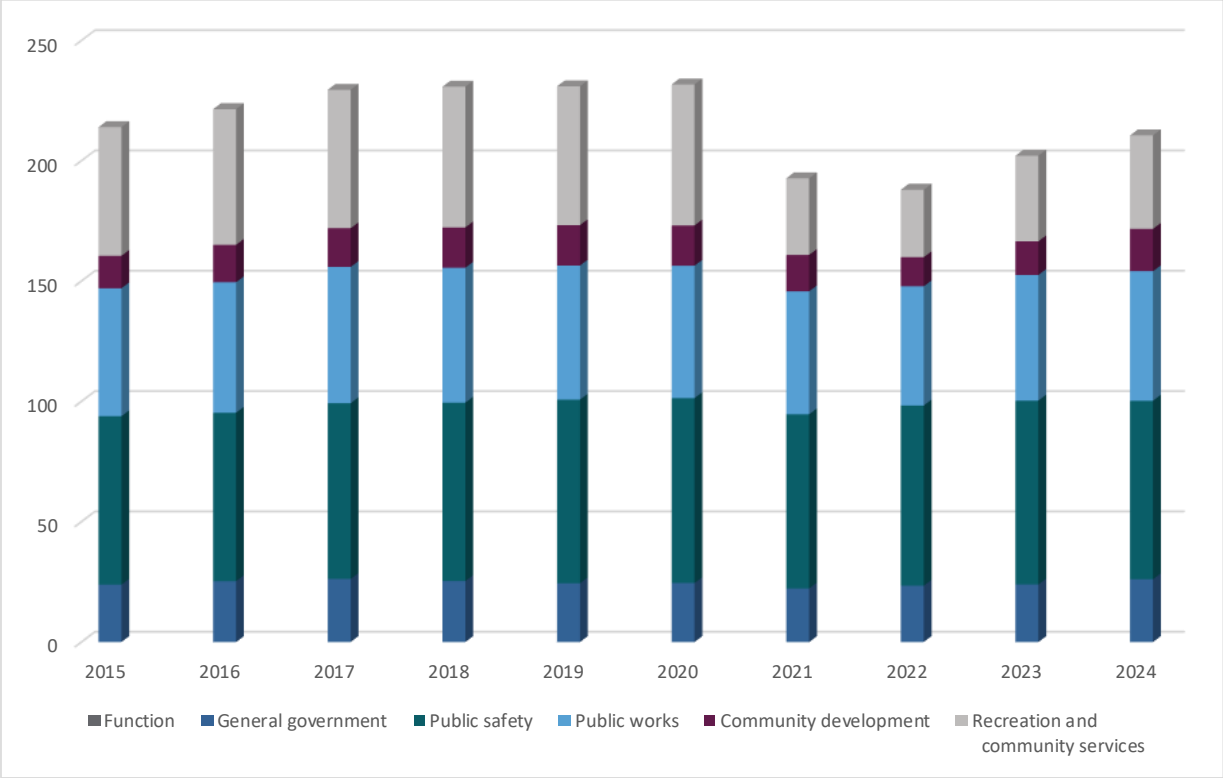
Employer	2023-24 Number of Employees	2023-24 Rank	2023-24 Percentage of Total City Labor Force	2014-15 Number of Employees	2014-15 Rank	2014-15 Percentage of Total City Labor Force
8x8 Inc	554	1	2.02%			
West Valley Construction	450	2	1.64%			
ZRG Partners LLC	330	3	1.20%			
Barracuda Networks Inc	315	4	1.15%	393	1	1.8%
Imperative Care Inc	300	5	1.09%			
Qolsys, Inc.	300	6	1.09%			
The Home Depot #0642	287	7	1.05%	228	4	1.0%
Care Indeed Inc.	270	8	0.99%			
(24)7.AI.INC	266	9	0.97%			
Chargepoint, Inc.	230	10	0.84%			
Daley'sDrywall & Taping Inc				270	2	1.2%
Whole Foods Market				260	3	1.2%
Bioreference Laboratories, Inc.				210	5	1.0%
Hightail Inc				200	6	0.9%
SAAMA Technologies				200	7	0.9%
Friendfinder Networks Inc				185	8	0.8%
Fry's Electronics				184	9	0.8%
Moss Adams, Inc				179	10	0.8%
Subtotal	3,302		12.05%	2,309		10.47%
Total City Labor Force	27,400			22,043		

Source: City of Campbell - California Employment Development Department

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

City of Campbell

Full-Time Equivalent City Government Employees by Function
Last Ten Fiscal Years



	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Function										
General government	23.88	25.28	26.26	25.35	24.45	24.55	22.3	23.46	23.95	26.15
Public safety	70.01	70.01	73.01	74.13	76.33	76.83	72.37	74.84	76.4	74.13
Public works	53.14	54.26	56.65	56.05	55.7	55	51.1	49.53	52.20	53.85
Community development	13.51	15.55	16.1	16.77	16.77	16.77	15.14	12.14	14	17.62
Recreation and community services	53.48	56.37	57.49	58.5	57.73	58.57	31.81	28.03	35.57	38.84
Total	203.41	214.02	221.47	229.51	230.80	230.98	231.72	188.00	202.12	210.59

Source: City of Campbell, California Budget Documents.

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

City of Campbell

Operating Indicators by Function/Program
Last Ten Fiscal Years

Function/Program	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Public safety										
Fire:										
Fire calls for service	90	81	67	72	90	84	78	74	64	71
Medical aid calls	1,966	2,177	2,318	2,354	2,174	2,102	2,044	2,478	2,611	2,228
Police:										
Police calls for service	24,624	24,408	23,275	23,312	26,242	25,141	29,917	32,124	31,465	30,077
Law violations:										
Arrests	2,141	2,183	2,027	2,080	1,898	1,347	1,657	1,963	1,819	1,361
Traffic violations	6,205	4,501	4,638	4,339	3,544	1,356	825	1,307	955	2,584
Parking violations	3,110	3,733	4,384	3,741	3,716	2,369	518	761	1,378	608
Public works										
Miles of streets (major)	16	16	16	16	16	15	14	14	14	14
Miles of streets (secondary)	80	80	80	80	80	80	80	80	80	80
Potholes repaired	81	90	108	58	228	350	200	220	215	290
Culture and recreation:										
Community services:										
Recreation class participants	30,022	35,082	35,737	42,195	63,207	51,150	23,133	40,463	43,648	67,359
Performing Arts Center performances	8	6	6	7	6	4	0	2	6	5
Wastewater										
Miles of sewers (storm)	50	50	50	59	59	59	59	59	59	59
Miles of sewers (sanitary - entire district)	618	618	618	602	602	602	602	602	602	580
Miles of sewers (sanitary - Campbell only)	158	158	158	168	168	168	168	165	165	161
Solid Waste										
Refuse landfilled (tons per year)	27,398	29,422	28,386	28,300	22,082	26,460	24,943	25,573	24,717	23,471
Green waste	-	-	6,781	7,312	6,893	7,375	7,201	6,703	5,948	339
Recyclables processed (tons per year)	16,702	15,866	10,004	18,483	10,251	9,085	9,362	7,615	8,549	7,187
Organics (tons per year)	0	0	0	0	0	0	0	505	2,891	9,101

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written

City of Campbell

Capital Assets Statistics by Function/Program

Last Ten Fiscal Years

Function/Program	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Public safety:										
Fire stations	2	2	2	2	2	2	2	2	2	2
Police stations	1	1	1	1	1	1	1	1	1	1
Police patrol units	15	15	15	15	15	14	14	13	14	15
Public works:										
Miles of streets	96	96	96	96	96	96	94	94	94	94
Street lights	2705	2705	2706	2715	2715	2800	2800	2800	2800	2800
Traffic Signals	44	44	44	45	45	46	45	45	45	
Culture and recreation:										
Community services:										
City parks	12	12	12	12	12	12	12	12	12	12
City park acreage	87	87	87	87	87	87	87	87	87	87
Playgrounds	7	7	7	8	8	8	8	8	8	8
City trails	1	1	1	1	1	1	1	1	1	1
City trails miles	3	3	3	3	3	3	3	3	3	3
Historic house (museum)	1	1	1	1	1	1	1	1	1	1
Community gardens	1	1	1	1	1	1	1	1	1	1
Community centers	1	1	1	1	1	1	1	1	1	1
Adult centers	1	1	1	1	1	1	1	1	1	1
Sports centers	1	1	1	1	1	1	1	1	1	1
Performing arts centers	1	1	1	1	1	1	1	1	1	1
Swimming pools	1	1	1	1	1	1	1	1	1	1
Tennis courts	8	8	8	4	4	4	4	4	4	4
Baseball/softball diamonds E	3	3	3	3	3	3	3	3	3	3
Soccer/football fields	9	9	9	9	9	9	9	9	9	9
Library:										
City Libraries	1	1	1	1	1	1	1	1	1	1

Attachment: ACFR - FY2023-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written

EideBailly

CPAs & BUSINESS ADVISORS

Attachment: AU-C 260 Governance Letter (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

December 31, 2024

To the City Council of
City of Campbell
Campbell, California

We have audited the financial statements of City of Campbell, California (the "City") as of and for the year ended June 30, 2024, and have issued our report thereon dated December 31, 2024. Professional standards require that we advise you of the following matters relating to our audit.

Our Responsibility in Relation to the Financial Statement Audit under Generally Accepted Auditing Standards and *Government Auditing Standards*

As communicated in our letter dated August 8, 2024, our responsibility, as described by professional standards, is to form and express an opinion about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of your respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control over financial reporting. Accordingly, as part of our audit, we considered the internal control of the City solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

We have provided our comments regarding internal controls during our audit in our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards* dated December 31, 2024.

Planned Scope and Timing of the Audit

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

Compliance with All Ethics Requirements Regarding Independence

The engagement team, others in our firm, as appropriate, our firm, and other firms utilized in the engagement, if applicable, have complied with all relevant ethical requirements regarding independence.

Significant Risks Identified

As stated in our auditor's report, professional standards require us to design our audit to provide reasonable assurance that the financial statements are free of material misstatement whether caused by fraud or error. In designing our audit procedures, professional standards require us to evaluate the financial statements and assess the risk that a material misstatement could occur. Areas that are potentially more susceptible to misstatements, and thereby require special audit considerations, are designated as "significant risks". We have identified the following as significant risks:

- Management override of internal controls.
- Sales Tax & Grants Revenue Recognition – could occur in the inappropriate period due to timing of cash receipts not corresponding with the period earned.
- Estimates as it relates to self-insurance incurred but not reported amounts, pension, and other post-employment benefits (OPEB) liabilities.

Qualitative Aspects of the Entity's Significant Accounting Practices

Significant Accounting Policies

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by the City is included in Note 1 to the financial statements. There have been no initial selection of accounting policies and no changes in significant accounting policies or their application during fiscal year 2024. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

Accounting Estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ markedly from management's current judgments.

The most sensitive accounting estimates affecting the financial statements are pension, OPEB and claims liabilities.

Management's estimate of the pension, OPEB and claims liabilities are based on actuarial valuations. We evaluated the key factors and assumptions used to develop the liabilities, deferred outflows, and deferred inflows of pension, OPEB, and claims balances and determined that it is reasonable in relation to the basic financial statements taken as a whole.

Attachment: AU-C 260 Governance Letter (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Financial Statement Disclosures

Certain financial statement disclosures involve significant judgment and are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the City's financial statements relate to:

- Note 9 describes the valuation of the City's net pension liability and related deferred outflows and inflows of resources. Such amounts are sensitive to the underlying actuarial assumptions used including, but not limited to, the investment rate of return and discount rate. As disclosed, a one percent increase or decrease in the discount rate has a material effect on the City's net pension liability.
- Note 11 describes the City's postemployment benefits liability and related deferred outflows and inflows of resources are sensitive to the underlying actuarial assumptions used including, but not limited to, the discount rate and healthcare cost trend rate. As disclosed, a one percent increase or decrease in the discount rate or the healthcare cost trend rate has a material effect on the City's net post-employment benefits liability.

Significant Difficulties Encountered during the Audit

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

Uncorrected and Corrected Misstatements

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole. Uncorrected misstatements or matters underlying those uncorrected misstatements could potentially cause future-period financial statements to be materially misstated, even though the uncorrected misstatements are immaterial to the financial statements currently under audit. There were no uncorrected or corrected misstatements identified as a result of our audit procedures.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to the City's financial statements or the auditor's report. No such disagreements arose during the course of the audit.

Circumstances that Affect the Form and Content of the Auditor's Report

For purposes of this letter, professional standards require that we communicate any circumstances that affect the form and content of our auditor's report. We did not identify any circumstances that affect the form and content of the auditor's report.

Representations Requested from Management

We have requested certain written representations from management which are included in the management representation letter dated December 31, 2024.

Attachment: AU-C 260 Governance Letter (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Management's Consultations with Other Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

Other Significant Matters, Findings, or Issues

In the normal course of our professional association with the City, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, significant events or transactions that occurred during the year, operating conditions affecting the entity, and operating plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as City's auditors.

Other Information Included in Annual Comprehensive Financial Reports

Pursuant to professional standards, our responsibility as auditors for other information, whether financial or nonfinancial, included in the City's annual comprehensive financial reports (ACFR) does not extend beyond the financial information identified in the audit report, and we are not required to perform any procedures to corroborate such other information. However, in accordance with such standards, we have:

Read for consideration of material inconsistency between the introductory and statistical sections and the basic financial statements, or if the other information otherwise appears to be materially misstated.

Our responsibility also includes communicating to you any information which we believe is a material misstatement of fact. Nothing came to our attention that caused us to believe that such information, or its manner of presentation, is materially inconsistent with the information, or manner of its presentation, appearing in the financial statements.

This report is intended solely for the information and use of the City Council, and management of the City and is not intended to be, and should not be, used by anyone other than these specified parties.

Eide Bailly LLP

Menlo Park, California

Attachment: AU-C 260 Governance Letter (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Independent Auditor's Reports
June 30, 2024

City of Campbell

Attachment: GAGAS Letter (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

EideBailly

CPAs & BUSINESS ADVISORS

Attachment: GAGAS Letter (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*

To the City Council
City of Campbell, California
Campbell, California

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States (*Government Auditing Standards*), the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of City of Campbell, California (the "City"), as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the City's basic financial statements and have issued our report thereon dated December 31, 2024.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the City's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Menlo Park California
December 31, 2024

Attachment: GAGAS Letter (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

None.

Attachment: GAGAS Letter (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

None.

Attachment: GAGAS Letter (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on Internal Control)

General Fund - Fund Balance Comparison

Fiscal Year Ending (FYE) June 30, 2023 to FYE June 30, 2024

	Audited FYE 06/30/23	Audited FYE 06/30/24	Variance	Short Description
Nonspendable:				
Leases	$ 173,181	$ 199,081	$ 25,900	Accounts for nonspendable General Fund monies from leases
Total Nonspendable	***$ 173,181***	***$ 199,081***	***$ 25,900***	
Restricted:				
None	$ -	$ -	$ -	No General Fund monies are restricted by external factors
Total Restricted	***$ -***	***$ -***	***$ -***	
Committed:				
General plan update	$ 44,209	$ -	$ (44,209)	Accounts for General Plan (GP) expenses and GP Maint. Fees.
Historic preservation	5,000	5,000	-	Accounts for historic preservation in-lieu fees.
Compensated absences	961,449	970,698	9,249	50% of noncurrent liability for absences.
Liability insurance	136,473	157,936	21,463	Set at minimum of 100% of self-insured retention for claims.
Available Capital Improvements Reserve	30,109	212,351	182,242	CIPR for General Fund funded capital projects. Target $5M.
Committed Capital Improvements Reserve	1,569,671	1,240,899	(328,772)	Carryover CIPR projects approved in prior years.
Community Center Facility	111,699	149,706	38,007	For use at Community Center.
Heritage Theater	233,382	180,344	(53,038)	For use at Heritage Theater.
Total Committed	***$ 3,091,992***	***$ 2,916,934***	***$ (175,058)***	
Assigned:				
Capital projects (Construction Tax)	$ 325,256	$ 138,406	$ (186,850)	Construction tax funded capital projects.
Unemployment insurance	90,000	90,000	-	Fixed amount to pay for anticipated unemployment costs.
PERS	2,252,000	2,252,000	-	Set aside for pay down of PERS, trust, or cost mitigation.
OPEB	370,102	393,315	23,213	Annual required contribution for OPEB liabilities.
Other	976,258	917,512	(58,746)	Set aside for operating encumbrance carryovers.
Total Assigned	***$ 4,013,616***	***$ 3,791,233***	***$ (222,383)***	
Unassigned:				
Unassigned, Undesignated	1,338,952	1,000,000	(338,952)	To be maintained at $1M for operating cash flow purposes.
City council reserve	362,624	362,624	-	Council discretionary reserve for requests, recognition, etc.
Economic fluctuations	9,955,452	9,485,886	(469,566)	16.67% of Operating Expenditures for economic downturns.
Emergency	3,207,454	3,207,454	-	10% of Revenue for unexpected physical or fiscal emergency.
Total Unassigned	***$ 14,864,482***	***$ 14,055,964***	***$ (808,518)***	
TOTAL FUND BALANCE	**22,143,271**	**20,963,212**	**(1,180,059)**	
Adopted GF Operating Budget	**66,589,958**	**66,843,036**	**253,078**	
Unassigned as % of Budget	*22.32%*	*21.03%*		
Unassigned + PERS as % of Budget	*25.70%*	*24.40%*		

Unassigned Reserve Stress Test *(GFOA Guidance 16.67%)*

$1 million deficit in FY 2025	19.53%
$2 million deficit in FY 2025	18.04%
$3 million deficit in FY 2025	16.54%
$4 million deficit in FY 2025	15.04%
$5 million deficit in FY 2025	13.55%

Unassigned + PERS Reserve Stress Test *(GFOA Guidance 16.67%)*

$1 million deficit in FY 2025	22.90%
$2 million deficit in FY 2025	21.41%
$3 million deficit in FY 2025	19.91%
$4 million deficit in FY 2025	18.41%
$5 million deficit in FY 2025	16.92%

Attachment: General Fund Comparison FYE 06-30-23 to 06-30-24 (Acceptance of Fiscal 2023-24 ACFR and Auditor's Written Communication on

City Council Report

Item: 15
Category: UNFINISHED BUSINESS
Meeting Date: March 18, 2025

TITLE: CAAP Goals, Targets, Measures, and Actions

RECOMMENDED ACTION

That the City Council provide feedback on the greenhouse gas reduction targets and draft measures and actions for the Climate Action and Adaptation Plan (CAAP).

PURPOSE

The purpose of this item is to inform the Council on recent progress in developing the Climate Action and Adaptation Plan (CAAP), give an overview of the State policies and guidelines driving the goals of the plan, and allow for discussion and feedback on the measures and actions to be considered in the CAAP. This meeting represents a pivotal point in the preparation of the plan as staff will now begin developing the specific actions and measures for the CAAP and thus seeks initial Council feedback concerning how these will be developed.

Staff is seeking Council feedback for these questions:

- How ambitious or conservative should we set our goals for Campbell, relative to the statewide targets?
- Does Council have initial feedback on the proposed draft measures and actions to meet targets?

Council feedback will guide the technical analysis and community outreach to further refine the list of measures and actions that will be included in the Draft CAAP. Getting input on targets provides valuable input on direction, urgency, and approach.

BACKGROUND

The City of Campbell is committed to addressing climate change by reducing greenhouse gas emissions and enhancing resilience against climate impacts, as outlined in the adopted 2040 General Plan, which mandates the preparation of a Climate Action Plan:

> *COS-10.c. Prepare a Climate Action Plan that establishes GHG reduction targets that are consistent with Statewide GHG reduction goals and includes an implementation program to achieve the reduction targets. Periodically review and*

update the Plan as necessary to achieve the GHG reduction targets specified in the Plan.

Reflecting this commitment, the City Council identified Sustainability as a priority for FY 2024 and FY 2025, with the creation of a CAAP included in the respective Work Plans.

This report follows and complements the prior August 17, 2024, and November 5, 2024, reports to Council documenting the results of the GHG Emissions Inventory, Climate Change Vulnerability Assessment (CCVA), and community outreach activities. Following this presentation, the project team will continue refining the list of draft measures and actions, conduct another round of robust community engagement to gather feedback, and return to Council with a Draft CAAP this summer.

GHG Emissions Mitigation and Climate Adaptation

The results of the 2022 GHG Emissions Inventory found that on an annual basis, emissions from the Campbell community are estimated to be over 220,000MT CO_2e – this amount of gas could fill 44,800 Olympic-sized swimming pools or 112 Empire State Buildings stacked together. **The majority of emissions (59%) come from the transportation sector**, **while building natural gas accounts for another 26% of emissions.** Off-road equipment, building electricity, and solid waste combined account for the remaining 15% of emissions.

The results of the CCVA found that Campbell is most vulnerable to **extreme heat, air quality degradation, riverine flooding, and drought**. These hazards are more likely to disproportionately impact vulnerable populations in Campbell, located downtown, north of downtown, and along the Los Gatos Creek, as well as impact buildings and natural ecosystems.

As most of the climate mitigation and adaptation strategies are inter-related, the consultant team has developed a systems-based approach to addressing climate change that will be discussed later in this report. This report is focused on discussing draft measures related to transportation and buildings – where Campbell can have the most impact on emissions mitigation.

Statewide Goals for Emissions Reductions

California Senate Bill 32 calls for a 40% reduction below 1990 levels of emissions by 2030. The 2022 Emissions Inventory was used to project future emissions based on estimated population and job growth, as well as the impacts of State regulations. The team found that the Campbell community would need to decrease annual emissions by over 62,000 MT CO_2e by 2030 **– a reduction of 28% of current emissions levels within the next five years to meet the SB 32 goal**.

Assembly Bill 1279 calls for the state to achieve net zero greenhouse gas emissions as soon as possible, but no later than 2045, which would be a decrease of nearly **225,000 MT CO_2e, or nearly 100% of current emissions levels within the next twenty years.**

DISCUSSION

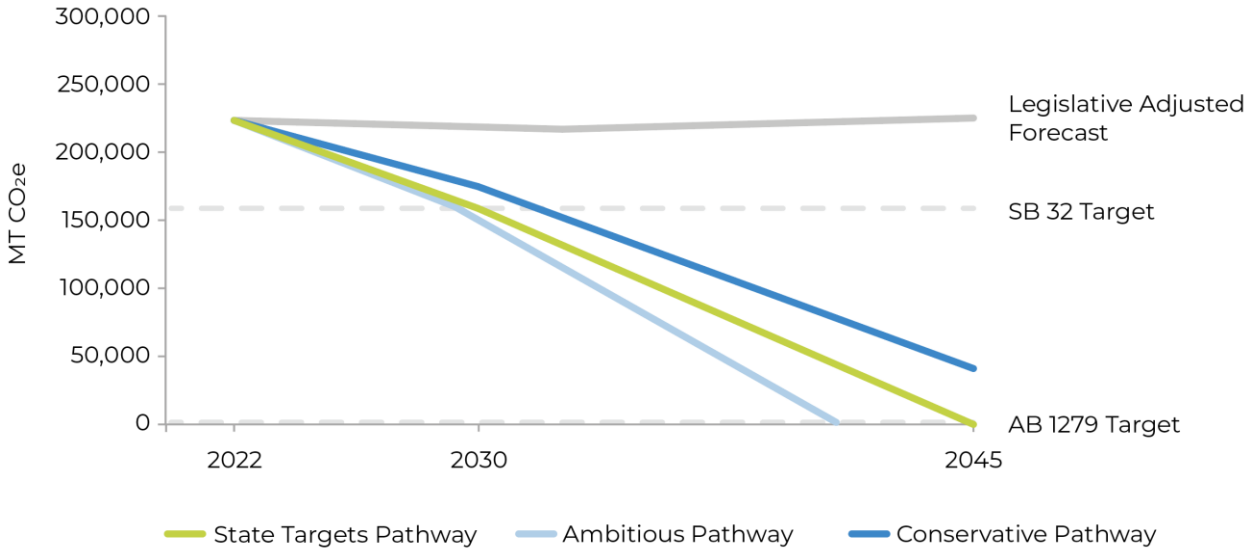
The Rincon Consulting team has developed a modeling tool called the Scenario Planning and Reduction Quantification ("SPARQ") tool. The SPARQ tool allows Rincon and the City to quickly iterate on potential levels of implementation for each of the strategies considered. Achieving a reduction of 28% of current emissions in the next five years, in alignment with SB 32, will be a significant challenge.

Because the majority of emissions come from transportation and building energy, CAAP implementation will be focused on electrifying existing buildings that currently use natural gas, investing in or facilitating the installation of EV charging infrastructure, and developing a multimodal transportation plan that prioritizes active modes of transportation.

How ambitious Campbell wants to be, relative to statewide targets, will help determine the specific measures and actions to be included in the CAAP. Educational initiatives are generally more affordable but tend to have a smaller direct impact on emissions reductions. In contrast, infrastructure improvements, such as constructing protected bike lanes, can significantly advance objectives, but often come with higher costs. Regulatory actions (e.g., ordinances) typically yield the greatest reductions in emissions by requiring widespread adoption across the city. While some requirements like larger solar panels and battery storage may incur higher costs, others, such as transitioning from gas water heaters to heat pump water heaters, could be cost-neutral or even cheaper, depending on available incentives.

As shown in the chart below, the "State Targets Pathway" would require taking actions that would ensure Campbell meets the state's targets including the 2045 goal to reduce emissions to net zero. The "Ambitious Pathway" would focus on bold action to meet the state's 2030 goal of a 40% reduction and achieve net zero emissions before 2045. The "Conservative Pathway" would not meet state goals but still significantly reduce emissions in Campbell. The next section of this report will discuss specific measures and related actions to meet these targets, as well as potential costs and impacts.

Figure 1: Scenarios for CAAP Goals



Draft Measures and Actions

After reviewing the results of the emissions inventory, CCVA, and community engagement efforts, the project team has divided the strategies for addressing climate change into four systems:

- *Transportation system*: reducing car trips through improved public transit and more walkable neighborhoods, as well as increasing EV adoption.
- *Building system*: retrofitting existing buildings to be carbon-free and resilient to extreme heat and flooding.
- *Urban ecosystem and sustainable foods*: improving organics diversion to reduce emissions and increasing tree canopy to both provide emissions reductions and cooling benefits.
- *Social and governance systems*: building resilience in the community through resources, education, and collaboration.

Using this systems-based approach, the project team developed a list of measures to reduce emissions and/or improve resilience, and corresponding specific actions the City could take to meet statewide goals. The list was developed based on the results of the emissions inventory, the desire to build resiliency to the effects of climate change, and by incorporating feedback from the CAAP Advisory Committee, City Councilmembers, and the broader community through ongoing outreach and engagement activities in partnership with Community-based Organizations (CBOs).

The list was then provided to an internal working group of staff that included representatives from each department. Separate interdepartmental meetings were held to discuss each of the systems listed above and get thorough feedback from key staff. The full list of can be found in *Attachment A - Draft Measures and Actions for the CAAP*.

While the draft measures and actions cover all four systems listed above – transportation, buildings, urban ecosystem and sustainable foods, and social and

governance systems – the project team would like to focus the conversation on actions related to retrofitting existing buildings, reducing trips taken in gas-powered vehicles, and City leadership in decarbonizing municipal operations.

Meeting the State target in 2030 will require the City to adopt most of the actions listed below. If Council choses a more conservative pathway, then the City could choose to not implement some of the high-impact actions below, or push implementation timelines out. While exceeding the State target for 2030 is unlikely, Council could choose to be more ambitious than the State by setting a goal of net-zero emissions earlier than 2045. The ambitious pathway would likely require taking all the actions listed below and implementing within the next couple of years.

Electrification of Existing Buildings

Council has adopted an air quality ordinance that prohibits NOx emissions from any new construction. However, in order to significantly reduce natural gas emissions from Campbell's building inventory, existing homes and commercial buildings will need to be retrofitted. Staff has built and published a webpage to inform residents of incentives available to reduce costs to electrify (https://campbellca.gov/electrify).

The following actions that could be adopted into the CAAP would have a high impact on emissions reductions, allowing the city to meet State Goals:

- Expand the air quality ordinance to lower the threshold of "major rebuild" or consider remodeling projects as a trigger.
- Require any new air conditioning units to be heat pumps, that can both cool and heat efficiently.
- Require any water heater replacements or HVAC replacements to be heat pumps ahead of BAAQMD's rules that go into effect in 2027 for water heating and 2029 for space heating.
- Require new roofs to use cool roofing materials, or install solar panels, which minimize heat absorption.

The following actions would have a lower impact on emissions reductions but support the higher impact actions above:

- Collaborate with regional partners to host and promote workforce development programs for installers, local contractors, and building owners/operators.
- Collaborate with Silicon Valley Clean Energy to increase Campbell resident participation in the Go Electric Advisory program, a free live service to help Silicon Valley Clean Energy customers go electric.
- Partner with community-based organizations to launch an education and outreach campaign to encourage home electrification.

Reducing Gas-Powered Vehicles

Decreasing reliance on gas powered vehicles for transportation can be a huge challenge. Historically the right-of-way has been prioritized for car traffic. Reducing dependence on cars would require re-prioritizing the right-of-way for more active modes of transportation, like biking or walking. The City will soon begin the process of

developing a multimodal transportation plan that will focus on projects that make Campbell more walkable and bikeable. The City can also make deeper investments into building EV charging infrastructure to support EV adoption.

The following actions would have a high impact on emissions:

- Improve pedestrian infrastructure (e.g., widening or improving sidewalks, installing high-visibility crosswalks, providing seating areas and shelters, adding greenery and shade trees).
- Create mobility hubs with e-bikes in popular destinations where there are volumes of high vehicle miles traveled from single-occupancy vehicles.
- Require new commercial and multifamily residential construction and major parking area renovations to install EV charging infrastructure in line with the most recent California Green Building Standards Code voluntary Tier 2 levels.
- Install additional EV charging infrastructure at city-owned facilities, such as parking garages, the Community Center, City Hall, and parks.
- Reduce parking availability and charge for parking to encourage people to use alternative forms of transportation (walking, biking, and using public transit).
- Targeted upzoning in more residential areas to add diversity.
- Allow for EV charging in the public right-of-way.
- Adopt an off-road equipment gas ban that exceeds State requirements.

The following actions would have a lower impact on emissions reductions but support the higher impact actions above:

- Partner with community-based organizations to host zero-emission vehicle education events for residents.
- Install bike racks at public transit stations to encourage a shift in transportation behaviors.

Electrification of City Fleet and Facilities

It is important that the City take a leadership role in climate action. While the new Library and Police building will be fully electric and energy efficient, City Hall, the Community Center, Campbell Museum, and Ainsley House will need to be retrofitted. Additionally, Staff are working on a Fleet Electrification Plan to go above and beyond the requirements of California's Advanced Clean Fleets regulation. Electrifying the fleet will require additional charging infrastructure to meet the needs of City staff. Currently 80% of the fleet is gas-powered; 12 vehicles are hybrid and two are fully electric. These will be large investments that might need to be strategically planned with capital improvement projects to ensure the City doesn't miss opportunities.

The following actions would have a high impact on emissions:

- Develop and adopt an electrification first policy for City-owned equipment (e.g., back-up generators and HVAC units).
- Maximize solar installation in City-owned buildings.
- Add battery back-up to all critical municipal buildings.
- Implement and regularly update the Fleet Electrification Plan to identify the needs and constraints involved in transitioning to a zero-emission municipal fleet.

- Install EV charging infrastructure needed to support a ZEV zero-emission vehicle fleet based on the results of the Fleet Electrification.
- Install battery back-ups, combined with onsite solar panels and renewable diesel generators, to enhance the resilience of the municipal fleet.

The following actions would have a lower impact on emissions reductions but support the higher impact actions above:

- Complete an energy audit of all existing municipal buildings and identify zero carbon equipment and develop a prioritized short- and long-term replacement schedule for equipment.

Additional Actions to Consider

The actions listed above are focused on the two systems in which the City can significantly reduce emissions. The CAAP will also include actions related to the urban ecosystem and social and governance system. These actions are more focused on building resiliency to the impacts of climate change, though there are emissions reductions benefits from some of the actions. Many of these rely on partnerships with community-based organizations, the Santa Clara Library District, the Santa Clara County Office of Emergency Management, West Valley Solid Waste Management Authority, and Valley Water.

The following actions would have a high impact on resiliency or emissions:

- Convert the City's Cooling Center into a year-round Resiliency Hub.
- Partner with Valley Water in improvements to the creek trails and bike paths as flood-resilient infrastructure and relocate assets that are at risk of flood damage.
- Upgrade Campbell's water and stormwater infrastructure to handle larger storms.
- Plant more trees on City property and require tree planting in new developments.
- Require schools to replace hard surface with shaded green spaces.
- Work with the County in support of their food recovery program.
- Create new positions within the City to support climate action.

The following actions would have a lower impact but support the higher impact actions above:

- Provide education to the community on the benefits of trees, including carbon capture, shade, and cooling.
- Provide communication to the community on climate hazards.
- Distribute educational materials on climate-friendly foods and edible food recovery requirements.

Key Takeaways

The Campbell community would need to reduce annual emissions by 28% in the next five years and 100% in the next 20 years to align with the statewide targets set by SB 32 and AB 1279. **Staff is seeking Council feedback on**

1. Whether to align the CAAP with the State targets, or attempt to be more ambitious to meet the 2030 target and exceed the 2045 target, or be more

conservative and not meet these targets, but still take actions to significantly reduce emissions.

2. The draft measures and actions to be considered as part of the Draft CAAP

Given the majority of emissions come from transportation and building energy, the project team is focusing on a discussion of specific actions within these areas. Council feedback at this time on specific actions to be considered as part of the CAAP will help the project team further refine the measures and actions that will be included in the Draft CAAP, ensuring the plan meets Campbell's specific needs.

Regulatory actions (e.g., ordinances) typically yield the greatest reductions, and while some requirements incur higher costs, many could be cost-neutral or even cheaper, depending on available incentives. Infrastructure improvements can also significantly advance objectives but often come with higher costs. Educational initiatives are generally more affordable but tend to have a smaller direct impact on emissions reductions. To meet the State's emissions reduction targets, Campbell will need to take many of the high-impact measures included in this report.

Feedback from Council on these actions will help the project team further refine the draft list of measures and actions to be considered for the CAAP.

NEXT STEPS

The CAAP project team will continue to revise the draft measures and actions based on Council direction, staff feedback, and community outreach. Staff will again work with community-based organizations to solicit community feedback on actions and priorities. Feedback from Council and the community will inform the measures and actions in the Draft CAAP that will be brought forward to Council this summer.

Tiffany Hudson

Prepared by: _____

Tiffany Hudson, Environmental Program Specialist

Reviewed by: _____

Rob Eastwood, Community Development Director

Approved by:

Brian Loventhal, City Manager

Attachment:

a. Draft Measures and Actions

Climate Action and Adaptation Plan Administrative Draft Measures and Actions

Rincon Consultants, Inc. (Rincon) has drafted key strategies to establish the basis for the City of Campbell Climate Action and Adaptation Plan (CAAP) based on the existing conditions analyses, the climate change vulnerability assessment, current trends and technologies in greenhouse gas (GHG) emissions reduction, feedback received from the Community Advisory Committee, broad community outreach (i.e., community survey) and City Council. The strategies included in this internal document detail achievable and implementable measures and supporting actions that can help the City reduce its emissions to meet the established target in line with the State of California's goals. Additionally, they address climate vulnerabilities in Campbell and include adaptation measures and supporting actions to increase the City and community's resilience to climate impacts. These measures and supporting actions are organized into five systems that, when collectively implemented, will help put Campbell on a path towards carbon neutrality. The strategies are organized in the following framework:

- **Systems**. A group of related elements that can be directly influenced by the City of Campbell.
- **Measures.** Long-range goals that the City has established to reduce emissions and/or improve resilience in line with the State's emission reduction goals and local resilience goals.
- **Actions.** Discrete steps to take to achieve the measures. Over time, the CAAP will be reviewed, and additional actions will need to be added to make greater progress on the established measures.

The selection of strategies for the CAAP is intended to be an iterative process with City staff, key interested groups, and the broader Campbell community. In general, the measures were designed to encompass actions that align with six Climate Policy Pillars that are essential to effective climate policy implementation:

- **Feasibility.** Actions that help the City understand the costs, benefits, obstacles, and opportunities associated with programs, policies, and ordinances to make decisions that best serve the community.
- **Education.** Actions to increase community awareness of programs available to reduce individual contributions to GHG emissions, increase resilience, and/or to establish or strengthen communication channels between the City and the community it serves.
- **Equity.** Actions that engage vulnerable populations in the decision-making process and establish policies and programs that provide vulnerable populations with the resources to benefit from each measure's objectives in an equitable manner.
- **Funding.** Actions that provide the financial backing (e.g., grant funding, rebates, financial incentives) and adequate City staffing to establish, implement, and maintain a program.
- **Partnerships.** Actions that establish partnerships with external government entities, including Tribes, and community-based organizations to leverage their expertise, resources, and networks to implement programs and policies the City would not be able to achieve alone.
- **Structural Change.** Actions that change existing City programs, policies, and ordinances to allow the City and community to reach the target established within a measure.

DRAFT

Attachment: Draft Measures and Actions (CAAP Scenarios, Measures, and Actions)

The measures and actions developed for the City of Campbell prioritize those activities which provide both mitigation (GHG emissions reductions) and resilience (preparedness for climate change) benefits. Campbell is already seeing the impacts of climate change and each measure taken to address local emissions should also prepare the community for future challenges. Areas for increased focus on resilience include:

- Extreme Heat
- Poor Air Quality
- Drought
- Riverine Flooding

The measures and actions have been developed to be implemented over time to reduce emissions and increase the City's resilience in a thoughtful, achievable, and stepwise process. Therefore, the actions are anticipated to be completed in phases, as outlined below:

- Phase 1– 2026 – 2027
- Phase 2 – 2028 – 2030
- Phase 3 – 2031 – 2033
- Ongoing

A lead is assigned to each action to clearly indicate which department or division is responsible for implementing the action.

Finally, a "Feedback from Community/CAC" column is included in the tables to indicate the action's consistency, or alignment, with feedback received from the CAAP Community Advisory Community or general public received during engagement efforts throughout the CAAP's development.

Attachment: Draft Measures and Actions (CAAP Scenarios, Measures, and Actions)

Systems, Measures, and Actions

Table 1 Climate Action and Adaptation Plan Systems and Measures

Measure ID	Measure Text
Social and Governance System	
SG-1	By year 2028, develop a Resilience Hub to offer refuge to vulnerable populations from extreme heat conditions, poor air quality, and flooding, while also serving as community resource center year-round.
SG-2	Enhance the Campbell community's awareness of climate hazards by providing staff with climate change communication training and delivering health alert and evacuation messages in English and Spanish, and in multiple forms (e.g., online, brochure, radio).
SG-3	Increase community resilience through ongoing collaboration with community-based organizations and continued community outreach and engagement related to the CAAP.
Building System	
BLD-1	Partner with Silicon Valley Clean Energy to provide carbon-free and renewable electricity to 100% of the community by 2030.
BLD-2	Require new buildings to be safe, decarbonized, and resilient by 2025.
BLD-3	Retrofit 18% of existing residential buildings and 15% of existing non-residential buildings by 2030 to be zero-carbon and resilient to extreme heat and poor air quality; increase this to 100% for both residential and non-residential buildings by 2045.
BLD-4	By 2028, decarbonize and make municipal buildings resilient to climate impacts, in particular extreme heat and poor air quality.
Transportation System	
TR-1	Decrease dependence on single-occupancy vehicles by incentivizing high-density transit-oriented development, increasing zoning diversity, and converting vehicle-oriented spaces into vibrant pedestrian-friendly zones.
TR-2	Improve the transit system to be more convenient, accessible, and resilient to climate impacts, in order to increase mode share to 10% by 2030 and 15% by 2045.
TR-3	Boost the adoption of zero-emission passenger vehicles to 28% by 2030 and 100% by 2045 and commercial vehicles to 25% by 2030 and 100% by 2045.
TR-4	Increase the percentage of people using active transportation (walking and biking) to 5% by 2030 and 10% in 2045 by enhancing the safety and availability of the transportation system to support walking and biking.
TR-5	Transition to 25% zero-emission municipal fleet by 2030 and 100% by 2040, consistent with the Fleet Electrification Plan.
TR-6	Decarbonize 25% of off-road equipment (e.g., lawnmowers, leaf blowers, and chainsaws) operations by 2030 and 100% by 2045.

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Attachment: Draft Measures and Actions (CAAP Scenarios, Measures, and Actions)

Measure ID	Measure Text
Urban Eco-Systems and Sustainable Foods	
UE-1	Implement nature-based solutions along the Los Gatos Creek and San Tomas Aquinas Creek to mitigate flooding and support the riparian ecosystem.
UE-2	Increase tree canopy to 17.1% by 2030 and 17.4% by 2045, with a focus on communities most vulnerable to extreme heat.
UE-3	Achieve an 80% diversion of organic material by 2030 and reach 100% diversion by 2045 in compliance with SB 1383 (2016), sponsored by Senator Ricardo Lara.
UE-4	Reduce per capita water use by 10% by 2030 and 20% by 2045 by enhancing water conservation and water quality and increase the resilience of the Campbell water system to climate hazards by upgrading water and stormwater facilities.
UE-5	Demonstrate municipal leadership by increasing landfill diversion rates, adopting climate-smart food and purchasing practices, and improving water efficiency.

Attachment: Draft Measures and Actions (CAAP Scenarios, Measures, and Actions)

Social and Governance Systems

Measure SG-1

By year 2028, develop a Resilience Hub to offer refuge to vulnerable populations from extreme heat conditions, poor air quality, and flooding, while also serving as community resource center year-round.

Table 2 Measure SG-1 Actions

Action		Implementation Lead	Phase	Pillar	Climate Hazard	Feedback from Community/CAC
SG-1.1	Partner with the Santa Clara County Library District to conduct a feasibility study and community needs assessment to understand infrastructure upgrades, staffing, and other requirements needed to develop a Resilience Hub at the Campbell Library. Consider the viability of distributing cooling resources such as fans and rentable coolers from the Resilience hub.	Recreation & Community Services	Phase 1	Feasibility	Extreme Heat, Poor Air Quality, Flooding	
SG-1.2	Based on the results of the feasibility study (SG-1.1), upgrade infrastructure so the building is carbon-free and resilient (e.g., all-electric with solar panels and battery storage).	Public Works Department	Phase 2	Structural Change	Extreme Heat, Poor Air Quality, Flooding	
SG-1.3	Secure funding to hire one new staff to run the Resilience Hub and maintain a stockpile of emergency supplies, charging capabilities for electronic devices – including medical devices – and distribute health, social, and educational resources in English and Spanish (e.g., strategies to avoid heat-related illnesses).	Recreation & Community Services	Phase 1	Funding, Equity, Education	Extreme Heat, Poor Air Quality, Flooding	CAC Feedback Meeting #2
SG-1.4	Partner with community-based organizations to launch outreach programs to advertise the Resilience Hub and recruit volunteers to support the Hub.	Recreation & Community Services	Phase 3	Education, Partnership	Extreme Heat, Poor Air Quality, Flooding	
SG-1.5	Monitor and evaluate the Resilience Hub's performance and gather community feedback annually.	Recreation & Community Services	Ongoing	Feasibility	Extreme Heat, Poor Air Quality, Flooding	

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Attachment: Draft Measures and Actions (CAAP Scenarios, Measures, and Actions)

Measure SG-2

Enhance the Campbell community's awareness of climate hazards by providing staff with climate change communication training and delivering health alert and evacuation messages in English and Spanish, and in multiple forms (e.g., online, brochure, radio).

Table 3 Measure SG-2 Actions

Action		Implementation Lead	Phase	Pillar	Climate Hazard	Feedback from Community/CAC
SG-2.1	Partner with the County of Santa Clara Office of Emergency Management and community-based organizations to establish coordinated notification and response services to provide timely dissemination of critical information through multiple channels (e.g., mobile notifications, social media platforms, community alerts systems).	Emergency Services	Phase 1	Partnerships, Structural Change, Equity	Extreme Heat, Poor Air Quality, Flooding	
SG-2.2	Conduct emergency alert notifications, including extreme heat warnings and poor air quality days, in English and Spanish. Distribute information about AlertSCC sign-up in English and Spanish in areas of high climate vulnerability.	Emergency Services	Ongoing	Structural Change, Education, Equity	Extreme Heat, Poor Air Quality, Flooding	
SG-2.3	Secure funding to enhance the redundancy of emergency evacuation communication systems during power outages. This might include providing backup power for telecommunication towers and other critical facilities, disseminating information through radio channels, encouraging the use of hand-cranked radios, and other methods. Additionally, conduct regular tests of alert systems to ensure readiness for potential evacuation scenarios.	Emergency Services	Phase 2	Structural Change, Funding	Extreme Heat, Poor Air Quality, Flooding	
SG-2.4	Create a training program to raise awareness among all City staff about climate risks to the community, GHG contributions, the significance of the CAAP and its relevance to the City, as well as available internal and external resources. The program could include a handout with customized information on integrating climate change considerations into the agency's processes, regular formal training sessions, and onboarding training for new employees.	Community Development Department	Phase 2	Structural Change, Education	Extreme Heat, Poor Air Quality, Drought, Riverine Flooding	CBO Engagement

Attachment: Draft Measures and Actions (CAAP Scenarios, Measures, and Actions)

Measure SG-3

Increase community resilience through ongoing collaboration with community-based organizations and continued community outreach and engagement related to the CAAP.

Table 4 Measure SG-3 Actions

Action		Implementation Lead	Phase	Pillar	Climate Hazard	Feedback from Community/CAC
SG-3.1	Draft a framework for ongoing and capacity building with community-based organizations that builds off the collaboration during CAAP development. The framework will include: ▪ Establishing regular communication to discuss ongoing projects, challenges, and opportunities for collaboration ▪ Allocating funding and resources to support community-based organizations' initiatives that align with implementation of the CAAP ▪ Collaborative planning so community-based organizations are including in the decision-making process ▪ Implementing a monitoring and evaluation system to measure the effectiveness of partnerships with community-based organizations, including by collecting feedback from the organizations to continuously improve the collaboration process	Community Development Department	Phase 1	Structural Change, Partnership	Extreme Heat, Poor Air Quality, Drought, Riverine Flooding	
SG-3.2	Secure grant funding, in partnership with community-based organizations, to support broad CAAP implementation.	Community Development Department	Phase 1	Funding, Partnership	Extreme Heat, Poor Air Quality, Drought, Riverine Flooding	
SG-3.3	Institute a Cool Block Program in partnership with community-based organizations to encourage residents to get to know their neighbors and to organize events that foster community and address issues such as safety, climate hazards, and improving quality of life. Launch the first Cool Block Program in a highly climate vulnerable area, as defined in Campbell's Climate Change Vulnerability Assessment.	Community Development Department	Phase 2	Structural Change, Education, Equity, Partnership	Extreme Heat, Poor Air Quality, Drought, Riverine Flooding	
SG-3.4	Expand the climate team to three new staff members to support implementation of the CAAP and continued incorporation of climate science and emerging trends into government planning processes.	Community Development Department	Phase 1+ Phase 2	Structural Change		

DRAFT

Attachment: Draft Measures and Actions (CAAP Scenarios, Measures, and Actions)

Action	Implementation Lead	Phase	Pillar	Climate Hazard	Feedback from Community/CAC
▪ One new staff member to run the resilience hub and lead implementation of Social and Governance Systems measures and actions (SG-1.3) ▪ One new staff member to lead implementation of Building Systems measure and actions (BLD-3.13). ▪ One new staff member to support grant writing and implementation of Urban Ecosystem measures and actions, including water conservation (UE-4.4).					

Attachment: Draft Measures and Actions (CAAP Scenarios, Measures, and Actions)

Building Systems

Measure BLD-1

Partner with Silicon Valley Clean Energy to provide carbon-free and renewable electricity to 100% of the community by 2030.

Table 5 Measure BLD-1 Actions

Action		Implementation Lead	Phase	Pillar	Climate Hazard	Feedback from Community/ CAC
BLD-1.1	Partner with Silicon Valley Clean Energy to conduct an annual analysis of direct access electricity users within the City. Contact direct access electricity users and provide information on the benefits of upgrading to GreenStart/GreenPrime with Silicon Valley Clean Energy.	Community Development Department	Phase 1+ Ongoing	Partnership, Feasibility, Equity		
BLD-1.2	Continue partnering with Silicon Valley Clean Energy to conduct educational campaigns, such as tabling at community events. Establish comprehensive informational resources on the City's website, regularly post on social media, and develop energy bill inserts. These efforts will highlight the benefits of 100% carbon-free and renewable energy and promote the available incentives.	Community Development Department	Ongoing	Partnership, Educations, Funding		CBO Engagement
BLD-1.3	Provide education and outreach to Campbell residents and businesses on the value of installing solar and battery storage for both GHG emissions reduction and resilience. Additionally, educate and guide residents and businesses on the fire rating requirements for battery storage systems, including the necessity for installation on 1-hour fire-rated walls, to ensure safe and compliant installations. Promote Silicon Valley Clean Energy, federal tax credit programs, and other statewide and regional incentives to reduce costs.	Community Development Department	Phase 1+ Ongoing	Education Funding	Extreme Heat	CBO Engagement

DRAFT

Attachment: Draft Measures and Actions (CAAP Scenarios, Measures, and Actions)

Measure BLD-2

Require new buildings to be safe, decarbonized, and resilient by 2025.

Table 6 Measure BLD-2 Actions

Action		Implementation Lead	Phase	Pillar	Climate Hazard	Feedback from Community/ CAC
BLD-2.1	Enforce the Campbell Air Quality Ordinance which prohibits NO_x emissions from appliances in all new buildings and major remodels, as defined in the municipal code.	Community Development Department	Ongoing	Structural Change	Poor Air Quality	
BLD-2.2	Adopt a reach code by January 2026 to require CALGreen Tier 2 Voluntary Standards Section A5.106.11.2 for cool roofs and Section A5.106.7.2 for cool walls for new residential and non-residential buildings. Include an alternative option allowing buildings to install solar roofing shingles or solar PV and increased attic insulation instead of a cool roof, which can generate electricity while also enhancing thermal comfort.	Community Development Department	Phase 1	Structural Change	Extreme Heat	
BLD-2.3	Adopt a reach code by January 2026 to require indoor cooling in new multi-family buildings. Monitor the California Department of Public Health guidance regarding indoor cooling which will inform the 2025 California building codes update cycle.	Community Development Department	Phase 1	Structural Change	Extreme Heat	
BLD-2.4	Collaborate with regional partners including Silicon Valley Clean Energy to host and promote workforce development programs for installers, local contractors, and building owners/operators to provide technical requirements and financial resources, including information on new electric appliances, approaches to electrification, and rebates available. Partner with community-based organizations to connect members of climate vulnerable communities, as defined in Campbell's Climate Change Vulnerability Assessment, to these training programs.	Community Development Department	Phase 2+ Ongoing	Education, Funding, Equity, Partnership		

Attachment: Draft Measures and Actions (CAAP Scenarios, Measures, and Actions)

Measure BLD-3

Retrofit 18% of existing residential buildings and 15% of existing non-residential buildings by 2030 to be zero-carbon and resilient to extreme heat and poor air quality and increase this to 100% for both residential and non-residential buildings by 2045.

Table 7 Measure BLD-3 Actions

Action		Implementation Lead	Phase	Pillar	Climate Hazard	Feedback from Community/CAC
BLD-3.1	Conduct a high-level existing building electrification analysis for City owned and private properties to identify the specific costs and potential hurdles for building electrification in Campbell. Assess the return on investment of electrification to encourage building owners to comply and participate. Use the results of the analysis to fine tune education and outreach as well as policy directives associated with building decarbonization.	Community Development Department	Phase 1	Feasibility		
BLD-3.2	Collaborate with Silicon Valley Clean Energy to increase Campbell resident participation in the Go Electric Advisory program, a free live service to help Silicon Valley Clean Energy customers go electric. Additionally, connect low-income homeowners and renters with the Department of Energy's Weatherization Assistance Program to install weatherization measures. Focus outreach on climate vulnerable areas first, including in mobile home parks, as defined in Campbell's Climate Change Vulnerability Assessment.	Community Development Department	Phase 1	Education, Funding, Equity	Extreme Heat, Poor Air Quality	CAC Feedback Meeting #1
BLD-3.3	Extend the existing new construction zero NOx ordinance to cover water heater and HVAC replacements by 2026	Community Development Department	Phase 1	Structural Change		
BLD-3.4	Adopt an ordinance requiring new roof replacements for existing residential and non-residential buildings to utilize cool roof materials, as defined by CALGreen Tier 2 Voluntary Standards Section A5.106.11.2, by 2027 to minimize absorption of solar energy and reduce building energy use. Include an alternative option allowing buildings to install solar roofing shingles or traditional PV and increased attic insulation instead of a cool roof, which can generate electricity while also enhancing thermal comfort.	Community Development Department	Phase 2	Structural Change	Extreme Heat	CBO Engagement

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Action		Implementation Lead	Phase	Pillar	Climate Hazard	Feedback from Community/CAC
BLD-3.5	Partner with community-based organizations to launch an education and outreach campaign to help people in Campbell prepare for, and understand the benefits of, the Bay Area Air Quality Management District (BAAQMD) zero-NO_x threshold which phases out natural appliances over time, beginning with water heaters in 2027.	Community Development Department	Phase 2	Education, Partnership		
BLD-3.6	Implement streamlined permitting processes for electrification projects (e.g., installing electric heat pumps, solar panels, battery storage, heat pump HVAC systems), such as offering instant online permitting and bundling similar permit types to reduce costs. This will simplify the application process, making it faster and more affordable for individuals and businesses to adopt sustainable energy solutions.	Community Development Department	Phase 1	Structural Change		
BLD-3.7	Develop educational materials outlining opportunities to avoid panel upgrades when cost prohibitive. Make this information readily available on the City's website. This information will help residents and business owners identify the most efficient and cost-effective solutions for their electrical needs, ensuring a smooth transition to sustainable energy systems.	Community Development Department	Phase 1	Education		
BLD-3.8	Amend the municipal code to require all newly installed HVAC units for existing buildings to have two-way air conditioning unit capabilities to provide heating and cooling by 2026.	Community Development Department	Phase 1	Structural Change	Extreme Heat, Poor Air Quality	
BLD-3.9	Partner with Silicon Valley Clean Energy and community-based organizations to provide solar and storage installation resources and technical support to building owners and residents.	Community Development Department	Phase 1+ Ongoing	Structural Change, Funding		CAC Feedback Meeting #1, CBO Engagement
BLD-3.10	Adopt a commercial building performance standard which requires buildings to report energy consumption by 2026, complete a building retro-commissioning (process of evaluating and optimizing the performance of an existing building's systems and equipment) by 2027, and reduce GHG emissions below an identified threshold (such as MT CO_2e per sq. ft.) by 2030. Collaborate with regional partners to develop a consistent methodology and set of requirements for the building performance standard.	Community Development Department	Phase 1	Structural Change, Partnership		
BLD-3.11	Work with PG&E to identify opportunities for decommissioning unnecessary natural gas lines and transitioning neighborhoods to	Community Development	Phase 1	Partnership		

Action		Implementation Lead	Phase	Pillar	Climate Hazard	Feedback from Community/CAC
	electric systems to maximize cost savings.	Department				
BLD-3.12	Adopt an existing building retrofit checklist which requires building retrofit/remodel projects of a certain scope to complete energy efficiency upgrades by 2026.	Community Development Department	Phase 1	Structural Change		
BLD-3.13	Secure funding to hire a new staff member to support implementation of Building Systems measures and actions.	Community Development Department	Phase 1	Structural Change		

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Measure BLD-4

By 2030, decarbonize and make municipal buildings resilient to climate impacts, in particular extreme heat and poor air quality.

Table 8 Measure BLD-4 Actions

Action		Implementation Lead	Phase	Pillar	Climate Hazard	Feedback from Community/CAC
BLD-4.1	Complete an energy audit and retro-commissioning (fine-tuning building systems to ensure a building is running at optimal performance) of all existing municipal buildings and facilities and inventory all fossil fuel-powered building equipment. Identify zero carbon replacement technology and develop a prioritized short- and long-term replacement schedule for equipment by 2027. Through this process, confirm a list of critical municipal buildings that should be prioritized for battery back-up.	Public Works Department	Phase 1	Feasibility		
BLD-4.2	Based on the energy audit results in Action BLD-3.1, maximize solar installations on City-owned buildings.	Public Works Department	Phase 2	Structural Change	Extreme Heat	
BLD-4.3	Develop and adopt an electrification first policy for City-owned fossil fuel equipment (e.g., back-up generators and HVAC units) by 2026 that outlines a strategy for addressing cost impacts of future equipment purchases and supports a fiscally responsible equipment transition.	Community Development Department	Phase 1	Structural Change		
BLD-4.4	Add energy storage, such as battery back-up, to all critical municipal buildings, identified as part of Action BLD-4.1, by 2035.	Public Works Department	Phase 3	Structural Change	Extreme Heat	

Attachment: Draft Measures and Actions (CAAP Scenarios, Measures, and Actions)

Transportation

Measure TR-1

Decrease dependence on single-occupancy vehicles by incentivizing high-density, transit-oriented development, increasing zoning diversity, and converting vehicle-oriented spaces into vibrant pedestrian-friendly zones.

Table 9 Measure TR-1

Action		Implementation Lead	Phase	Pillar	Climate Hazard	Feedback from Community/CAC
TR-1.1	Conduct a feasibility study to determine commercial areas, including downtown, where curbside parking spaces can be converted into parklets, sidewalk extensions, or bicycle infrastructure, which provides more space and amenities for people.	Community Development Department	Phase 1	Feasibility		Replica Analysis
TR-1.2	Conduct site assessments to understand current pedestrian conditions and challenges in large shopping centers including downtown and the Pruneyard. These assessments will evaluate parameters such as: ▪ **Safety**: Assess the presence of crosswalks, pedestrian signals, lighting, and visibility to ensure safe pedestrian movement. ▪ **Mobility**: Evaluate the width and condition of sidewalks, the availability of ramps, and the ease of access for individuals with disabilities. ▪ **Comfort**: Measure the availability of seating, shade, and shelter, as well as the overall cleanliness and maintenance of pedestrian pathways. ▪ **Connectivity**: Examine the connectivity between pedestrian pathways on private property and public rights-of-way (ROW), ensuring seamless transitions and accessibility. ▪ **Aesthetics**: Assess the visual appeal of the pedestrian environment, including landscaping, public art, and the overall ambiance. Challenges for pedestrians may include obstacles such as uneven surfaces, lack of signage, high vehicle traffic, and inadequate crossing facilities. The action will address pedestrian circulation on the public right-of-way.	Community Development Department	Phase 1+ Phase 2	Feasibility		Replica Analysis

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TR-1.3	Based on the findings of the site assessment (TR-1.2), implement one pilot project that improves pedestrian infrastructure (e.g., widening or improving sidewalks, installing high-visibility crosswalks, providing seating areas and shelters, adding greenery and shade trees). Implement the pilot project in a climate vulnerable area, as defined in Campbell's Climate Change Vulnerability Assessment.	Public Works Department	Phase 2	Structural Change, Equity	Replica Analysis
TR-1.4	Work with property owners of large shopping centers (greater than X square feet) to build active transportation infrastructure, such as bike racks, on their properties.	Community Development Department, Public Works Department	Phase 2	Partnerships	Replica Analysis
TR-1.5	As part of the outreach associated with the City of Campbell Multimodal Transportation Plan and other City initiatives, continue to engage with members of the community, landowners, local businesses, and community organizations to gather input and educate the public on the benefits of increased density and mixed-use development on reducing single-occupancy vehicles and greenhouse gas reduction.	Community Development Department	Phase 1+ Ongoing	Education	
TR-1.6	Identify appropriate locations in residential areas to implement targeted zoning changes that promote new mixed use commercial development (e.g., corner stores and cafés) to create more vibrant and walkable neighborhoods.	Community Development Department	Phase 1	Feasibility	
TR-1.7	Partner with developers, property owners of shopping centers, residents, and employers to create a Transportation Demand Management Plan to target the shift from single-occupancy vehicles to alternative modes of transportation, including by offering discounted transit cards.	Public Works Department	Phase 1	Partnerships	Replica Analysis
TR-1.8	Secure funding to explore the feasibility of a Transportation Management Association which works with large employers in the region to organize resident commute trips for work. Consider leveraging existing Transportation Management Associations in the region or partner with one to reduce implementation costs.	Community Development Department	Phase 2	Feasibility, Funding	Replica Analysis
TR-1.9	Create a citywide carpooling system to encourage residents to share rides to work.	Community Development Department	Phase 2	Structural Change	Replica Analysis

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TR-1.10	Pilot a dynamic smart parking program in Downtown Campbell, for example: ▪ **Real-Time Monitoring**: Using sensors and cameras to monitor parking space availability in real-time. ▪ **Mobile Apps**: Providing drivers with apps to find, reserve, and pay for parking spots easily. ▪ **Dynamic Pricing**: Adjusting parking fees based on demand to optimize space usage and reduce congestion. Allocate any proceeds exceeding the costs of maintaining parking structures to develop walking and biking infrastructure in high climate vulnerable areas, as defined in Campbell's Climate Change Vulnerability Assessment.	Public Works Department	Phase 1	Funding, Equity	
TR-1.11	Place mobility hubs with docked e-bikes in and around downtown, the Pruneyard, Community Center, and along Hamilton Avenue, Winchester Boulevard, San Tomas Expressway, Virginia Avenue, and Dell Avenue, where there are high vehicle miles traveled from single-occupancy vehicles.	Public Works Department	Phase 2	Structural Change	Replica Analysis, CAC Feedback Meeting #2, CBO Engagement
TR-1.12	Remove parking minimums citywide, which require a certain number of parking spaces for new developments, in alignment with AB 2097 (2022), sponsored by Assemblymember Laure Friedman. Developers may still propose parking if they choose.	Community Development Department	Phase 1	Structural Change	
TR-1.13	As part of the City of Campbell Multimodal Transportation Plan, identify roads for lane removal and replace lanes with linear parks, walking/biking routes, and trees.	Community Development Department	Phase 1	Feasibility	CBO Engagement

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Measure TR-2

Improve the transit system to be more convenient, accessible, and resilient to climate impacts, to increase mode share to 10% by 2030 and 15% by 2045.

Table 10 Measure TR-2

Action		Implementation Lead	Phase	Pillar	Climate Hazard	Feedback from Community/CAC
TR-2.1	Partner with Santa Clara Valley Transit Authority to survey all transit stops in Campbell and identify the top priority locations for installation of shade structures and other bus stop amenities based on average use of the transit stop, location in climate vulnerable area, as defined in Campbell's Climate Change Vulnerability Assessment, and proximity to parks and schools.	Community Development Department	Phase 1	Partnerships, Feasibility, Equity	Extreme Heat	
TR-2.2	Coordinate with Santa Clara Valley Transit Authority to identify opportunities to improve transit options (e.g., new stops, shade features at existing stops) in Campbell, particularly in climate vulnerable areas, as defined in Campbell's Climate Change Vulnerability Assessment.	Community Development Department	Phase 1	Partnerships, Feasibility, Equity		
TR-2.3	Partner with Santa Clara Valley Transit Authority to educate the community on available transit opportunities through informational pop-up events at existing community events, highlighting the benefits and convenience of public transportation options, including the Santa Clara Valley Transit Authority Guaranteed Ride Home program and reduced fares for seniors over 65, youth, and individuals with disabilities.	Community Development Department	Phase 1+ Ongoing	Partnerships, Education		CBO Engagement
TR-2.4	Identify funding and partnership opportunities (such as public private partnerships, VTA, and grant funding) to offer an electric shuttle to various high-traffic locations, including the Valley Transportation Authority Downtown Campbell Station (Green Line), for individuals traveling within Campbell and those traveling out of Campbell.	Community Development Department	Phase 2	Funding, Structural Change, Partnership		Replica Analysis, CAC Feedback Meeting #2
TR-2.5	Secure grant funding to add a mobility hub, or location with docked e-bikes, and end of use facilities, near the Valley Transportation Authority Downtown Campbell Station for first and last mile commute to the Green Line going to San Jose. This will provide convenient and sustainable transportation options, making it easier for people to use public transportation and reduce reliance on single occupancy vehicles.	Community Development Department, Public Works Department	Phase 2	Funding, Structural Change		Replica Analysis, CAC Feedback Meeting #2, CBO Engagement

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Action		Implementation Lead	Phase	Pillar	Climate Hazard	Feedback from Community/CAC
TR-2.6	As part of the City of Campbell Multimodal Transportation Plan, plan, secure funding for, and build protected bicycle lanes within two miles of light rail stations.	Community Development Department, Public Works Department	Phase 2	Structural Change, Funding		CBO Engagement
TR-2.7	Explore opportunities to establish a City shuttle services connecting Campbell residents to key commuter destinations, including Santa Clara, Los Gatos, and Palo Alto. Explore potential partnerships with companies in key commuter destinations and demand for this type of service.	Community Development Department		Feasibility		Replica Analysis

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Measure TR-3

Boost the adoption of zero-emission passenger vehicles to 28% by 2030 and 100% by 2045 and commercial vehicles to 25% by 2030 and 100% by 2045.

Table 11 Measure TR-3 Actions

Action		Implementation Lead	Phase	Pillar	Climate Hazard	Feedback from Community/CAC
TR-3.1	Adopt an ordinance requiring new commercial and multi-family residential construction and major parking area conducts renovations (adding spaces or electrical systems, or lighting systems are added or altered) to install electric vehicle charging infrastructure in line with the most recent CALGreen Tier 2 levels.	Community Development Department	Phase 1	Structural Change		CBO Engagement
TR-3.2	Adopt an ordinance that creates an expedited, streamlined permitting process (e.g., electronic submissions, permitting checklist, and administrative approval) for electric vehicle charging stations in alignment with California Government Code Section 65850.7 (as amended by AB 1236 in 2015), and develop a permitting checklist with permitting requirements and guidance for applicants. Score a "green rating" on the CA Electric Vehicle Charging Station Permit Streamlining Map by 2027.	Community Development Department	Phase 1	Structural Change		
TR-3.3	Evaluate opportunities for installation of electric vehicle charging stations at City-owned facilities and in the public right-of-way. The feasibility study will assess electrical capacity, electrical demand, financial constraints, and parking utilization to provide a prioritized list of locations to install new publicly accessible electric vehicle charging stations. In the feasibility study, include evaluation of opportunities and prioritization of locations to increase the equitable distribution of publicly available electric vehicle chargers to residents of multi-family homes in climate vulnerable areas (as defined in Campbell's Climate Change Vulnerability Assessment) and residents living on low- and moderate-incomes, as well as consideration for optimizing daytime charging.	Community Development Department	Phase 1	Feasibility, Equity		CBO Engagement
TR-3.4	After identifying locations for publicly accessible chargers (action TR-3.3), leverage public-private partnerships and secure grants to install 224 chargers by 2030.	Community Development Department	Phase 1+ Phase 2	Structural Change		CBO Engagement
TR-3.5	Partner with community-based organizations to conduct at least one annual zero-emission vehicle education event for residents. Prioritize events for residents living on low- and moderate- incomes as well as residents living in multi-family buildings. City staff hosting these events will evaluate the barriers to zero-emission vehicle adoption, promote information on the costs and benefits of owning zero-emission	Community Development Department	Phase 2	Education, Equity, Funding, Partnership		

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	vehicles, and detail the steps on how to receive incentives for zero-emission vehicles.			
TR-3.6	Revise zoning codes to permit electric vehicle charging as both a primary and accessory use, and to allow for standalone charging citywide. Allow for by-right or ministerial zoning approval and provide flexible performance-based design standards for new electric vehicle charging station installations.	Community Development Department	Phase 1	Structural Change
TR-3.7	Update permitting practices to allow for electric vehicle charging stations to be installed with only an electrical permit, remove the need for setbacks to allow for curbside charging, adopt online permitting processes, and provide expedited processing that shortens permit timelines.	Community Development Department	Phase 1	Structural Change

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Measure TR-4

Increase the percentage of people using active transportation (walking and biking) to 5% by 2030 and 10% in 2045 by enhancing the safety and availability of the transportation system to support walking and biking.

Table 12 Measure TR-4

Action		Implementation Lead	Phase	Pillar	Climate Hazard	Feedback from Community/CAC
TR-4.1	As part of the City of Campbell Multimodal Transportation Plan, plan and build protected bicycle lanes within a 2-mile radius of parks and schools in the city, in alignment with the City's Safe Routes to School Program.	Public Works Department	Phase 1+ Ongoing	Structural Change		CAC Feedback Meeting #1, CBO Engagement
TR-4.2	Secure funding to implement Campbell Priority Development Area Enhancement projects for pedestrian and bicycle safety improvements including accessibility ramps, curb extensions, sidewalk installation, traffic calming (e.g., lane narrowing, flashing beacon systems), signal modifications, sharrows, crosswalks, bike striping and signs, and guide signs (signs that provide information to pedestrians and cyclists about routes, directions, and distances to nearby locations).	Public Works Department	Phase 1	Funding		CBO Engagement
TR-4.3	Implement traffic calming strategies (e.g., speed humps, curb extensions) from the Pruneyard to Downtown Campbell to create safer streets for pedestrians and cyclists.	Public Works Department	Phase 2	Structural Change		CBO Engagement
TR-4.4	Explore including active transportation facilities, such as bike racks, at public transit stations to encourage a shift in transportation behaviors.	Public Works Department	Phase 2	Structural Change		Replica Analysis, CBO Engagement
TR-4.5	Pilot closures of Campbell Avenue and side streets through the downtown area (e.g., North Central Avenue between Civic Center Drive and Orchard City Drive) to car traffic.	Public Works Department	Phase 1	Structural Change		CAC Feedback Meeting #2, CBO Engagement

Attachment: Draft Measures and Actions (CAAP Scenarios, Measures, and Actions)

Measure TR-5

Transition to 25% zero-emission municipal fleet by 2030 and 100% by 2040, consistent with the Fleet Electrification Plan.

Table 13 Measure TR-5

Action		Implementation Lead	Phase	Pillar	Climate Hazard	Feedback from Community/CAC
TR-5.1	Complete and regularly update the Fleet Electrification Plan to identify the needs and constraints involved in transitioning to a zero-emission municipal fleet.	Public Works Department	Phase 1+ Ongoing	Feasibility		
TR-5.2	Install battery backups combined with onsite solar panels and renewable diesel generators to enhance the resilience of the municipal fleet.	Public Works Department	Phase 2	Structural Change	Poor Air Quality, Extreme Heat	
TR-5.3	Secure funding from state programs (e.g., the California Air Resources Board's Clean Vehicle Rebate Project and the Truck and Bus Voucher Incentive Program, Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project) and federal sources to increase procurement of zero-emission vehicles and installation of zero-emission vehicle charging/fueling infrastructure at municipal facilities. Additionally, explore opportunities for Low Carbon Fuel Standard credit generation from use of low carbon fuels/electricity for fleet vehicles.	Public Works Department	Phase 1	Funding		
TR-5.4	Meet or exceed the advanced clean fleet rules for medium- and heavy-duty vehicles.	Public Works Department	Phase 2	Structural Change	Poor Air Quality	
TR-5.5	Showcase the City's transition to zero-emission vehicle fleet at community events to demonstrate its commitment to climate action and resilience. Highlight the benefits of electric vehicles, such as lower air pollution, reduced noise levels, and positive health impacts.	Public Works Department	Phase 1 + Ongoing	Education		
TR-5.6	Install EV charging infrastructure needed to support a zero-emission vehicle fleet based on the results of the Fleet Electrification Plan (action TR-5.1). Work collaboratively with Silicon Valley Clean Energy and regional partners to identify funding and technical support.	Public Works Department	Phase 2 + Ongoing			

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Measure TR-6

Decarbonize 25% of off-road equipment (e.g., lawnmowers, leaf blowers, and chainsaws) operations by 2030 and 100% by 2045.

Table 14 Measure TR-6

Action		Implementation Lead	Phase	Pillar	Climate Hazard	Feedback from Community/CAC
TR-6.1	Identify off-road equipment fleets in the City with the highest decarbonization potential and those lacking zero-emission alternatives. Provide technical assistance and/or incentives to fleet owners to support the transition to cleaner technologies (Action TR-6.3).	Public Works Department	Phase 1	Feasibility		
TR-6.2	Develop and adopt a phased series of ordinances that exceed AB 1346 (2021) sponsored by Assemblymember Marc Berman, to ban local operation of specific types of gasoline and diesel-powered off-road equipment (e.g., lawn and garden, construction). Update the ordinances based on a regular review of relevant state regulations, regional rules, and available technology.	Public Works Department	Phase 1	Structural Change	Poor Air Quality	
TR-6.3	Partner with community-based organizations to promote Bay Area Air Quality Management District off-road equipment resources and funding opportunities to contractors and residents in the City. Include educational resources on public health and safety benefits of using decarbonized off-road equipment. Prioritize education and outreach in climate vulnerable areas of the City, as defined in Campbell's Climate Change Vulnerability Assessment.	Public Works Department	Phase 2	Funding, Education, Partnership, Equity		
TR-6.4	Decarbonize 100% of off-road equipment operated by the City before 2040 and require zero-emission off-road equipment in all City contracts by 2030.	Public Works Department	Phase 1+ Ongoing	Structural Change		

Attachment: Draft Measures and Actions (CAAP Scenarios, Measures, and Actions)

Urban Ecosystems and Sustainable Foods

Measure-UE-1

Implement nature-based solutions along the Los Gatos Creek and San Tomas Aquinas Creek to mitigate flooding and support the riparian ecosystem.

Table 15 Measure UE-1 Actions

Action		Implementation Lead	Phase	Pillar	Climate Hazard	Feedback from Community/CAC
UE-1.1	Conduct a feasibility study, in partnership with Valley Water, by 2030 to address recurring flood damage and/or erosion in high-risk areas. Incorporate native plants and sustainable landscaping to strengthen flood protection while offering accessible recreational and educational opportunities for the community. Consider the implementation of nature-based solutions, including setback levees, water quality improvements, and strategic retreat of vulnerable city assets, ensuring long-term resilience	Public Works Department	Phase 1	Feasibility, Partnership	Flooding	CAC Feedback Meeting #2, CBO Engagement
UE-1.2	Secure state or federal funding to adopt a phased, adaptive approach to flood risk management with clear triggers and thresholds for action. Implement a monitoring system to track extreme weather trends, such as 100-year storms, guiding proactive planning and community outreach.	Public Works Department	Phase 2	Feasibility	Flooding	
UE-1.3	Use the outcomes from the monitoring program (Action UE-1.1) to guide adaptive management, inform strategic relocation efforts, and keep the community informed about risks and adaptation strategies. Prioritize investments in resilient infrastructure or relocate assets that are repeatedly damaged and in climate vulnerable areas, as defined in Campbell's Climate Change Vulnerability Assessment, to ensure long-term resilience and alignment with adaptive climate strategies.	Public Works Department	Phase 2+ Ongoing	Structural Change, Equity		
UE-1.4	In partnership with Valley Water, upgrade creek-side trails and bike paths as flood-resilient infrastructure, allowing them to function also as elevated flood barriers. Incorporate native plants and sustainable landscaping for flood protection and partner with community-based organizations to provide educational opportunities along trails. Consider implementing nature-based	Public Works Department	Phase 3	Structural Change, Education, Equity, Partnership	Flooding	CBO Engagement

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Action	Implementation Lead	Phase	Pillar	Climate Hazard	Feedback from Community/CAC
solution restoration techniques, such as beaver dam analogs, live vegetation, and brush packing, to slow stormwater and mitigate runoff impacts near creek-adjacent areas.					

Attachment: Draft Measures and Actions (CAAP Scenarios, Measures, and Actions)

Measure UE-2

Increase tree canopy to 17.1% by 2030 and 17.4% by 2045, with a focus on communities most vulnerable to extreme heat.

Table 16 Measure UE-2 Actions

Action		Implementation Lead	Phase	Pillar	Climate Hazard	Feedback from Community/CAC
UE-2.1	Prioritize planting 40 trees annually in climate vulnerable areas, as defined in Campbell's Climate Change Vulnerability Assessment, with the lowest tree equity score, along safe routes to school, and near bus stops.	Recreation and Community Services	Phase 1+ Ongoing	Structural Change, Equity	Extreme Heat	CAC Feedback Meeting #2, CBO Engagement
UE-2.2	Conduct a comprehensive analysis on success rates for trees planted over the past five years (planted 2019 – 2024). This analysis will consider factors such as species selection, soil conditions, and maintenance practices to determine the survival rate. The findings will inform future tree planting initiatives and promote sustainable urban forestry practices.	Recreation and Community Services	Phase 1	Feasibility	Extreme Heat	
UE-2.3	Evaluate and update the "Official Street Tree List" for canopy potential and future climate conditions.	Recreation and Community Services	Phase 1	Feasibility	Extreme Heat	
UE-2.4	Pursue and obtain grant funding for tree planting and maintenance. Identify and apply for Federal and State grants annually to meet the tree planting goal identified in Action UE-1.1 (e.g., USDA, California ReLeaf, Affordable Housing and Sustainable Communities Program, Cal Fire's Urban and Community Forestry Program, and the California Natural Resources Agency's Urban Greening Program).	Recreation and Community Services	Phase 1+ Ongoing	Funding	Extreme Heat	
UE-2.5	Update and regularly maintain the City's website to include a webpage for trees that provides information such as best practices for watering and fertilizing trees, guidelines for pruning and maintenance, information on local tree species, and resources for reporting tree damage or disease. Additionally, provide information on the benefits of a healthy tree canopy, including improved air quality, reduced urban heat island effects, and increased property values.	Recreation and Community Services	Phase 1+ Ongoing	Education	Extreme Heat	

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Action		Implementation Lead	Phase	Pillar	Climate Hazard	Feedback from Community/CAC
UE-2.6	Conduct site assessments along the creeks to evaluate thermal comfort, availability of shade (over land and the creek), and landscape features. Based on these assessments, strategically direct tree planting to enhance shade.	Recreation and Community Services	Phase 2	Feasibility	Extreme Heat	City Council Feedback, CBO Engagement
UE-2.7	Partner with schools in the city to develop a plan to reduce the heat islands in and around schools, including along walking routes. This plan will focus on removing impervious surfaces, planting trees, and increasing shade structures. Prioritize schools located in climate vulnerable areas, as defined in Campbell's Climate Change Vulnerability Assessment.	Recreation and Community Services	Phase 2+ Ongoing	Partnership	Extreme Heat, Flooding	CBO Engagement

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Measure UE- 3

Achieve an 80% diversion of organic material by 2030 and reach 100% diversion by 2045 in compliance with SB 1383 (2016), sponsored by Senator Ricardo Lara.

Table 17 Measure UE-3 Actions

Action		Implementation Lead	Phase	Pillar	Climate Hazard	Feedback from Community/CAC
UE-3.1	▪ Continue to participate in the Santa Clara County edible food recovery program which collaborates with all food generators and food recovery organizations across the county. Update the City website to promote the program.	Public Works Department	Ongoing	Education, Partnership,		SB 1383, CBO Engagement
UE-3.2	Continue to participate in the West Valley Solid Waste Management Authority to develop and distribute educational materials describing options for disposal of construction and demolition debris, home composting, residential organics collection, and source reduction and recycling for schools.	Public Works Department	Ongoing	Partnership, Education		
UE-3.3	Continue to implement the City's organics program with equitable and clearly defined enforcement mechanisms and penalties, as required by Article 16 in SB 1383 (2016), sponsored by Senator Ricardo Lara. Maintain records, including an initial compliance report, annual report, and implementation record as required by Articles 3, 14, and 16 of SB 1383 for (1) the organic waste collection program and (2) the edible food recovery program. Additionally, develop an organics procurement tracking program.	Public Works Department	Ongoing	Equity, Structural Change		SB 1383, CBO Engagement
UE-3.4	Continue to collaborate with regional partners including Santa Clara County, Solid Waste Joint Power Authority, and Waste Management to provide compost to be applied on agricultural and working lands countywide to meet procurement requirements.	Public Works Department	Ongoing	Partnership		

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Measure UE-4

Reduce per capita water use by 10% by 2030 and 20% by 2045 by enhancing water conservation and water quality and increase the resilience of the Campbell water system to climate hazards by upgrading water and stormwater facilities.

Table 18 Measure UE-4 Actions

Action		Implementation Lead	Phase	Pillar	Climate Hazard	Feedback from Community/CAC
UE-4.1	Identify low lying areas in Campbell and implement stormwater mitigation strategies in those areas, prioritizing nature-based solutions.	Public Works Department	Phase 1	Feasibility	Flooding	City Council Feedback, CBO Engagement
UE-4.2	Partner with community-based organizations to provide native and drought tolerant landscape educational workshops and trainings to multi-family and single-family residents and homeowner associations to increase use of low-maintenance, native landscaping.	Public Works Department	Phase 1+ Ongoing	Partnerships		CAC Feedback Meeting #1, CBO Engagement
UE-4.3	Hire a new staff member to support grant writing and implementation of Urban Ecosystem measures and actions, including water conservation.	Public Works Department	Phase 1			

Attachment: Draft Measures and Actions (CAAP Scenarios, Measures, and Actions)

Measure UE-5

Demonstrate municipal leadership by increasing landfill diversion rates, adopting climate-smart food and purchasing practices, and improving water efficiency.

Table 19 Measure UE-5 Actions

Action		Implementation Lead	Phase	Pillar	Climate Hazard	Feedback from Community/CAC
UE-5.1	By 2028, develop and implement a procurement policy for all City-hosted and sponsored events, encouraging increased locally-sourced, vegetarian, and other climate smart food options, as well as the use of plastic-free materials. Provide information on health, environmental, and carbon benefits of these choices.	Public Works Department	Phase 1	Structural Change		CAC Feedback Meeting #1, CBO Engagement
UE-5.2	In partnership with the Solid Waste Authority, conduct annual audits of bin location and signage for landfill, recycle, and compost waste in municipal buildings and municipally owned land. Verify that bins have clear signage and are placed together for proper disposal.	Public Works Department	Phase 1+ Ongoing	Feasibility, Structural Change, Partnerships		
UE-5.3	Complete a municipal water use analysis and implement recommendations resulting from the analyses to reduce total water use by 10% by 2030.	Public Works Department	Phase 1	Feasibility		
UE-5.4	Identify and replace non-functional turf at City-owned and operated locations. Additionally, replace non-native vegetation with native and drought tolerant species in Campbell parks, medians, and other landscapes. Secure funding to create bioswales on City land and along roadway right-of-way to increase stormwater capture and groundwater recharge by 2030.	Public Works Department	Phase 2	Feasibility, Structural Change, Funding		

DRAFT

Attachment: Draft Measures and Actions (CAAP Scenarios, Measures, and Actions)

Attachment: Draft Measures and Actions (CAAP Scenarios, Measures, and Actions)

City Council Report

Item: **16**
Category: **UNFINISHED BUSINESS**
Meeting Date: **March 18, 2025**

TITLE: Adoption of Fiscal Year 2026 City Council Priorities

RECOMMENDED ACTION

That the City Council adopt the proposed Fiscal Year 2026 City Council Priorities.

BACKGROUND

As part of its budget process, the City Council meets annually to set the City-wide priorities for the upcoming fiscal year. The priorities serve to reflect the policies, goals, programs, service priorities, and values of the City Council and the community. This year the City Council conducted the priorities meeting on March 6, 2025. At that meeting, senior staff presented to the Council a status update on the existing staff work plans and programs for Fiscal Year (FY) 2025. Members of the public participated and provided their input and Councilmembers individually provided their perspectives and comments to the ongoing work plans and future priorities.

The City Council, by consensus, agreed that the following five priorities should be continued as priorities for FY 2026:

- Long-Term Land Use Planning and Housing
- Measure O
- Financial Stability
- Sustainability
- Community Health and Safety

Individual comments and feedback from Councilmembers were provided on these priorities and many comments were supported by other Councilmembers.

At the March 18 meeting, the City Council is requested to review the priorities and Councilmembers' comments to determine if there is City Council consensus with the areas of focus within each priority.

Once the priorities are determined by Council, staff will develop and propose staff workplans, and an operating and capital budget at an upcoming Budget Study Session.

DISCUSSION

During the March 6 Council Priority Setting Session, Council received status updates on staff work plans related to the adopted priorities for FY 2025. The Council provided staff with feedback on the work plans and on the priorities for FY 2026. These updated priorities are shown in the table below and have been color-coded for ease of viewing. Individual Councilmember comments are included in the table in the rightmost column. These comments don't necessarily reflect the direction of the Council, but they are suggestions for Council consideration. Some comments were combined where they were similar to other Councilmembers' comments. Some comments were edited for formatting and consistency. This revised language may be more reflective of the feedback gathered from Councilmembers at the March 6 meeting.

Strategic Objectives	Council Priorities	Comments by Council Members
Land Use	**Long-Term Land Use Planning and Housing**	**Councilmember Terry Hines** • Housing development assistance • City Hall improvements **Councilmember Elliot Scozzola** • Tenant rights • Housing commission • Community Center Master Plan **Vice-Mayor Dan Furtado** • Hamilton Ave Precise Plan • Preservation of City history, such as Mills Act **Mayor Sergio Lopez** • Streamlining of CEQA • Hamilton Avenue Precise Plan **Shared Feedback** • Review of existing ordinances and creation of new ordinances, such as Beekeeping. • Preparation for 2026 Mega Events, such as World Cup, Super Bowl etc.
	Measure O	**Councilmember Elliot Scozzola** • Replacement of priority due to near completion of project(s) **Shared Feedback** • Continuation of priority
Financial Health	**Financial Stability**	**Councilmember Terry Hines** • Economic Development opportunities for 2026 Mega Events such as World

Strategic Objectives	Council Priorities	Comments by Council Members
		Cup, Super Bowl, etc. **Councilmember Elliot Scozzola** • Investment policy review **Mayor Sergio Lopez** • Measure K funding **Shared Feedback** • Review of City finances
Environment	**Sustainability**	**Vice-Mayor Dan Furtado** • Climate Action Plan
Community	**Community Health and Safety**	**Councilmember Terry Hines** • Road conditions **Councilmember Elliot Scozzola** • Pedestrian crossings – Campbell Technology Park **Vice-Mayor Dan Furtado** • Fire station maintenance • Weed abatement **Mayor Sergio Lopez** • Deferred maintenance progress • Traffic safety **Shared Feedback** • Emergency preparedness • Hamilton Ave. Pedestrian bridge crossing over Highway 17 • Traffic and safety preparation for 2026 Mega Events, such as World Cup, Super Bowl etc. • Communications and public relations expansion

Councilmember Anne Bybee was not present at the March 6 meeting, however, her comments were later provided and are included here. Under the Long-Term Land Use Planning and Housing priority, Councilmember Bybee commented on the consideration of any necessary revisions to the existing voluntary mediation process for landlords and tenants, in support of tenant's rights. Under the Financial Stability priority, Councilmember Bybee commented that a review and/or modification of the Investment Policy was not necessary. Under the Community Health and Safety priority, she commented on the need for a regular maintenance schedule for the upkeep of the Campbell Community Center. Councilmember Bybee was also in favor of the consideration to remove Measure O from the existing priorities list.

FISCAL IMPACT

There are no fiscal impacts associated with adoption of City Council priorities. Any fiscal impacts of future workplans will be evaluated along with the development of the Operating and Capital Improvement Budgets for Fiscal Year 2026.

ALTERNATIVES

1. Do not adopt the proposed priorities for Fiscal Year 2026.
2. Provide other direction to staff.

Jose Zetino

Prepared by: _____
Jose Zetino, Administrative Analyst

Reviewed by: _____
Angelique Gaeta, Assistant City Manager

Approved by: _____
Brian Loventhal, City Manager

City Council Report

Item: 17
Category: COUNCIL COMMITTEE REPORTS
Meeting Date: March 18, 2025

TITLE: Council Committee Reports

RECOMMENDED ACTION

That the City Council report on activities from their committee assignments.

DISCUSSION
This is the section of the City Council Agenda that allows the City Councilmembers to report on items of interest and the work of City Council Subcommittees.

MAYOR LOPEZ
Campbell Ministerial Interfaith Group
City Attorney Performance/Compensation Subcommittee
City Clerk Performance/Compensation Subcommittee
City Manager Performance/Compensation Subcommittee
Finance Subcommittee
West Valley Mayors and Managers

Bay Area Quality Management District Board of Directors**
Cities Association of Santa Clara County - City Selection Committee
League of Cities Peninsula Division Executive Committee**
Silicon Valley Clean Energy Audit Committee**
Valley Transportation Authority Board of Directors**

Silicon Valley Clean Energy JPA Board of Directors (Alt.)
West Valley Sanitation District (Alt.)

VICE MAYOR FURTADO
Advisory Commissioner Appointment Interview Subcommittee
City Attorney Performance/Compensation Subcommittee
City Clerk Performance/Compensation Subcommittee
City Manager Performance/Compensation Subcommittee

Association of Bay Area Governments (ABAG)
Santa Clara County Emergency Operational Council (EOAC)**
West Valley Sanitation District
West Valley Solid Waste Authority JPA

West Valley Stormwater Authority

Friends of the Heritage Theater Liaison (Alt.)
Silicon Valley Animal Control Authority Board (SVACA) (Alt.)
Valley Transportation Authority Policy Advisory Committee (Alt.)
West Valley Mayors and Managers (Alt.)

COUNCILMEMBER BYBEE
Education Subcommittee
Legislative Subcommittee

Cities Association of Santa Clara County:
  Board Representative
  Legislative Action Committee
Santa Clara County Library District JPA Board of Directors
Silicon Valley Animal Control Authority Board (SVACA)

Campbell Historical Museum & Ainsley House Foundation Liaison (Alt.)
West Valley Sanitation District (Alt.)

COUNCILMEMBER HINES
DCBA Liaison
Economic Development Subcommittee
Finance Subcommittee

Santa Clara Valley Water District County Water Commission

Cities Association of Santa Clara County:
  Board Representative (Alt.)
  Legislative Action Committee and City Selection Committee (Alt.)
Santa Clara County Housing and Community Development Advisory Committee (Alt.)
West Valley Clean Water JPA (Alt.)
West Valley Solid Waste Authority JPA (Alt.)

COUNCILMEMBER SCOZZOLA
Advisory Commissioner Appointment Interview Committee
Campbell Historical Museum & Ainsley House Foundation Liaison
Economic Development Subcommittee
Education Subcommittee
Friends of the Heritage Theater Liaison
Legislative Subcommittee

Cities Association of Santa Clara County Executive Board**
Santa Clara County Housing and Community Development Advisory Committee
Santa Clara Valley Water District: County Water Commission (Alt.)
Silicon Valley Clean Energy JPA Board of Directors

Silicon Valley Clean Energy JPA Board of Directors: Executive Committee**
Silicon Valley Clean Energy Finance and Administration Committee**
Silicon Valley Clean Energy Legislative Committee**
Valley Transportation Authority Policy Advisory Committee

DCBA Liaison (Alt.)
Santa Clara County Library District JPA Board of Directors (Alt.)
Association of Bay Area Governments (Alt.)

****appointed by other agencies**

Prepared by: Kristen Epolite

Kristen Epolite, Deputy City Clerk

MEMORANDUM

City of Campbell

City Clerk's Office

To: Honorable Mayor and City Council

Date: March 17, 2025

From: Larissa Lomen, Assistant Planner

Via: Andrea Sanders, City Clerk

Subject: **Desk Item 9 – Updated Ordinance**

The enclosed corrected ADU Extension draft ordinance reflects a revised effectiveness date, which has been updated from 45 days to 10 months and 15 days.

Ordinance No. _____

BEING AN INTERIM ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CAMPBELL EXTENDING URGENCY PROVISIONS RELATED TO ACCESSORY DWELLING UNITS (ADUS) AND JUNIOR ACCESSORY DWELLING UNITS (JADUS) TO IMPLEMENT RECENT FEEDBACK AND DIRECTION FROM THE CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT (HCD) AND RECENT LEGISLATIVE UPDATES (SB 1211 & AB 2533).
FILE NO.: PLN-2024-144

WHEREAS, on June 30, 2023, the City of Campbell received a letter from the California Department of Housing and Community Development (HCD) providing written findings pursuant to Government Code Section 66326 identifying certain section(s), subsection(s), sentence(s), clause(s), and/or phrase(s) of the City's accessory dwelling unit ordinance that do not comply with State law;

WHEREAS, on July 27, 2023, the Community Development Director transmitted a letter in response to HCD's written findings, within the 30-day period provided by the statute, acknowledging a need to amend the City's accessory dwelling unit (ADU) ordinance, and requesting additional clarification and information;

WHEREAS, HCD's written findings determined that the City's local accessory dwelling unit ordinance is no longer consistent with Government Code Sections 66314 and 66333;

WHEREAS, following the City's July 27, 2023, letter, no further response was received from HCD, and as a result, the City adopted an interim ordinance (No. 2299) on November 7, 2023, to address HCD's initial feedback, which was extended through Ordinance No. 2300 to remain effective until December 31, 2024;

WHEREAS, in Summer 2024, staff contacted HCD to notify the agency of the City's intent to adopt a permanent ordinance to replace the interim ordinance, and on August 7, 2024, HCD provided informal feedback to staff, identifying additional clarifications needed to ensure consistency with State law;

WHEREAS, in September 2024, the California Legislature enacted SB 1211 and AB 2533, signed into law by the Governor on September 19 and 28, 2024, respectively, which made significant changes to State law regarding ADUs, including the number of ADUs allowed for multi-family dwellings and the extension of the amnesty period for unpermitted ADUs;

WHEREAS, on December 17, 2024, HCD published the January 2025 edition of its "Accessory Dwelling Handbook", which formalized prior HCD interpretations of State ADU law;

WHEREAS, the City Council has determined that it is necessary to adopt an interim ordinance to maintain consistency with State ADU law, as interpreted by HCD;

WHEREAS, the legislature of the State of California has, in Article XI, Section 7 of the California Constitution and Government Code Section 65800, conferred upon local

governments the authority to adopt regulations designed to promote the public health, safety and general welfare of its citizenry;

WHEREAS, pursuant to Section 65858 of the Government Code and Section 21.60.090 of the Campbell Municipal Code, the City Council may take appropriate action to adopt urgency measures as an interim ordinance;

WHEREAS, the approval of accessory dwelling units and junior accessory dwelling units based solely on the few default statutory standards of the California Government Code, without local regulations governing height, setback, landscape, and architectural review, among other things, would threaten the character of existing neighborhoods, negatively impact property values, personal privacy, fire safety, and create confusion that would hinder the creation of accessory dwelling units and junior accessory dwelling units within the community;

WHEREAS, the proposed amendments are consistent with the goals, policies, and actions of the 2040 General Plan, as well as all applicable development agreements, area plans, neighborhood plans, and specific plans;

WHEREAS, no substantial evidence has been presented demonstrating that the project, as currently presented, will have a significant adverse impact on the environment;

WHEREAS, the adoption of this interim ordinance is exempt from the California Environmental Quality Act (CEQA) pursuant to Public Resource Code Section 21080.17;

WHEREAS, the City is undertaking a study to update its current zoning code provisions to conform to the changes in the State law, which shall be completed within a reasonable time, not to exceed 10 months and fifteen days from the adoption of this ordinance, or until it is superseded by adoption of superseding ordinance, whichever comes first;

WHEREAS, the City Council finds and determines that the proposed ordinance would not be detrimental to the public interest, health, safety, convenience, or general welfare of the city; and is internally consistent with other applicable provisions of the Campbell Municipal Code;

WHEREAS, in consideration of the recommended adoption of the interim ordinance, the City Council provided due consideration of all evidence presented and included in the entire administrative record;

WHEREAS, the proposed revisions are necessary to maintain the status quo pending the investigation and adoption of a permanent ordinance by conforming the City's regulations to the requirements of State Law, while preserving such local regulations are appropriate, lawful and currently in force;

WHEREAS, in consideration of the foregoing findings, the City Council further finds that there is a current and immediate threat to the public health, safety, or welfare, justify adoption of this interim ordinance on an urgency basis to be effective immediately upon adoption by a four-fifths vote of the City Council;

WHEREAS, on February 18, 2025, the City Council adopted an interim ordinance (Ordinance No. 2322) to implement recent feedback and direction from the California Department of Housing and Community Development (HCD) and recent legislative updates (SB 1211 & AB 2533);

WHEREAS, pursuant to Section 65858 of the Government Code, the City Council may extend the previously adopted interim ordinance for 10 months and 15 days after public notification and following a public hearing;

WHEREAS, the City Council finds and determines that the extending Interim Ordinance No. 2322 would not be detrimental to the public interest, health, safety, convenience, or general welfare of the city; and is internally consistent with other applicable provisions of the Campbell Municipal Code; and

WHEREAS, it is not the intent of this Ordinance to deny or delay the approval of accessory dwelling units that are in compliance with Senate Bill 1211 (2024) & Assembly Bill 2533 (2024);

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CAMPBELL DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1 (SEVERABILITY): If any section, subsection, sentence, clause, or phrase of this interim ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of the interim ordinance. The City Council hereby declares that it would have passed this interim ordinance and each and every section, subsection, sentence, clause, or phrase not declared invalid or unconstitutional without regard to whether any portion of the ordinance would be subsequently declared invalid or unconstitutional.

SECTION 2 (PUBLICATION): The City Clerk shall cause this interim ordinance or a summary thereof to be published at least once in a newspaper of general circulation within 15 days after its adoption in accordance with Government Code Section 36933.

SECTION 3 (EFFECTIVENESS): This interim ordinance shall become effective immediately upon adoption for a period of 10 months and 15 days, unless extended by the City Council.

PASSED AND ADOPTED this _____ day of _____, 2025 by the following roll call vote:

AYES: Councilmembers:
NOES: Councilmembers:
ABSENT: Councilmembers:

APPROVED:

_____
Sergio Lopez, Mayor

ATTEST:

_____
Andrea Sanders, City Clerk

MEMORANDUM **City of Campbell**

City Clerk's Office

To: Honorable Mayor and City Council **Date:** March 14, 2025

From: Andrea Sanders, City Clerk

Subject: **Desk Item 10 – Correspondence**

Attached to this desk item are public comments received in the City Clerk's office related to Item 10 and its proposed moratorium on the issuance of tobacco retailer permits.

Breathe California of the Bay Area, Golden Gate, and Central Coast

1469 Park Avenue
San Jose, CA 95126
Phone: (408) 998-5865
Toll-Free: 1-877-3-BREATHE
Fax: (408) 998-0578
www.lungsrus.org
info@lungsrus.org

Tax ID#: 94-1156307

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A member of the
Breathe America ™
Alliance

March 14, 2025

The Honorable Mayor Lopez, Vice Mayor Furtado, Councilmember Hines,
Councilmember Scozzola and Councilmember Bybee
Campbell City Hall
70 N. First St.
Campbell, CA 95008

RE: Support to strengthen the City of Campbell's tobacco retail licensing (TRL)

Dear Mayor, Vice Mayor, and Councilmembers:

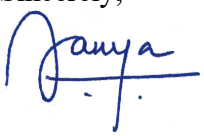
Breathe California of the Bay Area, Golden Gate, and Central Coast urges you to act now to strengthen the City of Campbell's Tobacco Retail License. Banning only the sale of flavors and disposable vapes may be ineffective in curbing vaping and addiction, especially among the most vulnerable population; that is youth.

Modified marketing tactics, that include introducing newer products like disposables and non-disposables and labeling them as such, are most often the reason why we have youth and young adults get hooked at such an early age. A few years ago, we did not have much research and evidence, even though we knew that these electronic products are harmful. However, that is no longer the case. According to a recent study (https://evidence.nejm.org/doi/full/10.1056/EVIDoa2300229#sec-4), e-cigarette use is associated with additional adverse effects and higher odds of disease compared with cigarettes for all outcomes. Do you still want these products to be easily accessible in your community?

Our agency, founded in San Jose in 1911, is dedicated to working to prevent initiation to tobacco use. Youth access to tobacco is a problem in Campbell. Neighboring cities' strengthening their TRLs have caused retailers to open new shops in Campbell in just a span of 1 year. Like many other cities in California, Campbell can put a stop to this and prevent new youth from getting addicted while also fostering a positive environment to quit for those who are already using these products.

We thank you for considering closing the loopholes that would include detailed enforcement provisions like fees, limit retailer density, including buffer zones from youth-sensitive areas and other retailers and sales restricting ALL flavored tobacco and vaping products. This will better protect those targeted by the tobacco industry, especially communities of color, disadvantaged communities, and LGBTQ populations. We cannot expect the industry's attitude to change, but you can certainly use this strategy to protect our young and vulnerable populations by reducing access. Thank you for your commitment to ensure a healthy environment for Campbell.

Sincerely,



Tanya Payyappilly, CEO

Getting it Right from the Start

Advancing Public Health & Equity in Cannabis Policy

March 11, 2025

Campbell City Council
City Hall Council Chamber
70 N. First St., Campbell, CA 95008
ClerksOffice@campbellca.gov

Re: Prohibiting the Sale of Intoxicating Hemp Products and Strengthening Local Regulations – Upcoming City Council Discussion

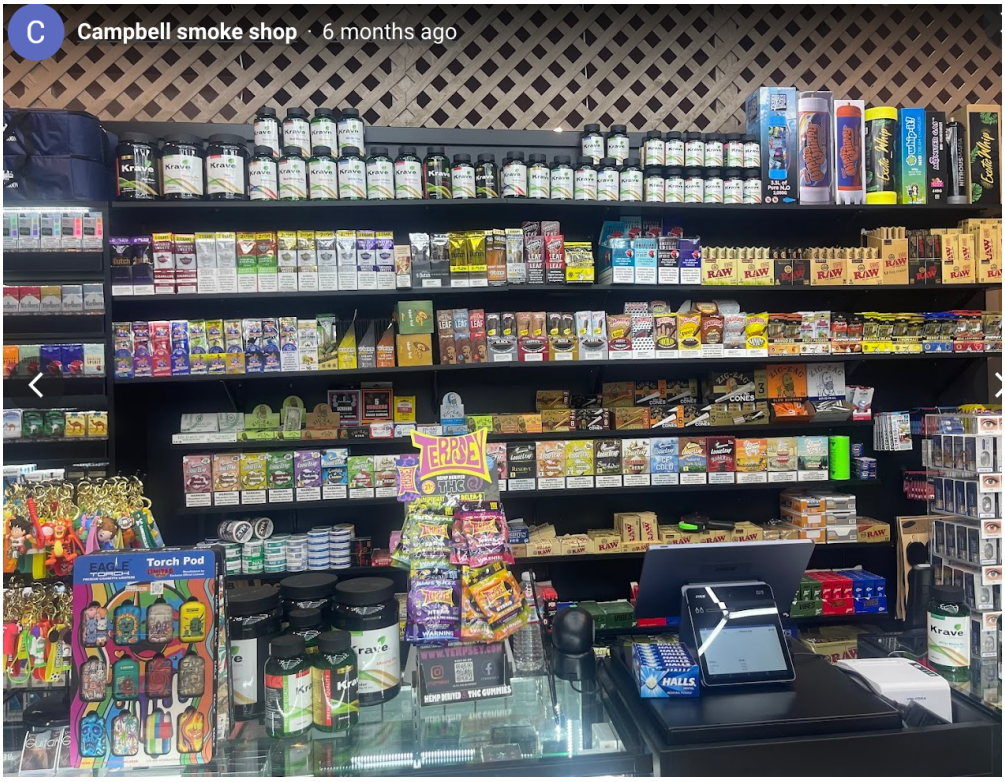
Dear Members of the Campbell City Council,

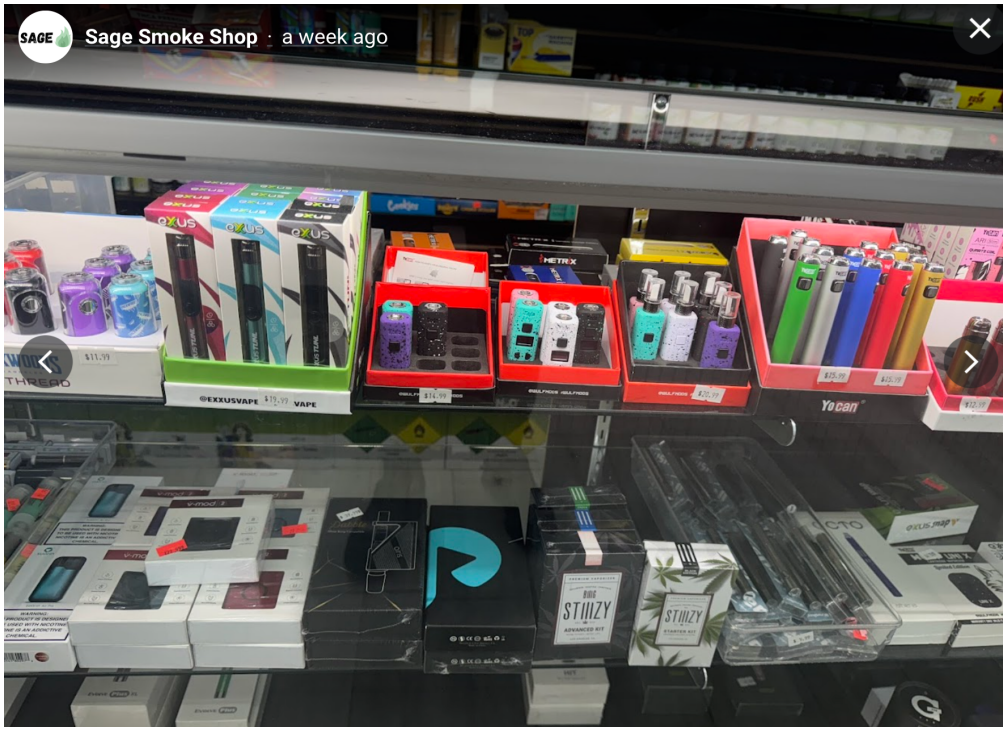
On behalf of the Public Health Institute, a 501c3 non-profit organization that has served California to promote public health for the past 55 years, we are writing to express our strong support for taking local action to protect youth – and adults – from the hazards of the rapidly expanding intoxicating hemp industry. Specifically, we recommend reinforcing – and enforcing - the prohibition on sale of intoxicating hemp products within Campbell. As you may be aware, edible and supplement intoxicating hemp products are currently illegal under Governor Newsom's Emergency Regulations, but with their upcoming expiration, and expected issuance of state proposed permanent regulations, the hemp industry is expected to oppose any state action to continue the prohibition and push for their legalization through law or regulation, as they are doing nationally. The best course of action to safeguard youth and public health and maintain regulatory integrity **is to enact a local law prohibiting the manufacture and sale of intoxicating hemp. This measure should include inhalable hemp products**, which are currently legal for manufacture but not sale in California, but which are set to become legal for sale if the state legislature passes an associated tax and which are not covered by the emergency regulations.

To further protect our community, we urge the City Council to take the following actions:

1. **Rigorously Enforce Existing Laws**– The sale of intoxicating edibles or supplements and of any inhalable hemp products currently violates state law, but enforcement must be strengthened at the local level. Illegal intoxicating hemp edibles as well as vapes and other inhaled products are widely sold and available to teens. Cities across the state are increasingly taking action on this issue. These products have been observed at Campbell vape shops. For example, even with a quick Google search of "Campbell smoke shops" today I easily found the photos below which appear to document: a) intoxicating edibles at Campbell Smoke Shop around the time of passage of the emergency regulations; b) Stiiizy inhalable hemp products, which have been illegal for sale in California since passage of AB45 which prohibited sale of inhalable hemp products, in a photo described as one week ago at Sage Smoke Shop; c) Stiiizy 40s THC infused pre-rolls for sale at Dreamy Exotics two months ago – which is either illegal sale of a cannabis product or

illegal sale of an inhalable hemp product (the labels on the top shelf can't be fully clearly read and both types were manufactured); and d) front window neon advertising of Delta-8-THC sales, an intoxicating cannabinoid generally chemically synthesized from CBD in hemps, at 420 Lifestyles -although this photo was labelled as three years ago.




Sage Smoke Shop · a week ago
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STIIIZY
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Dreamy Exotics Smoke Shop · 2 months ago
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Getting it Right from the Start

Advancing Public Health & Equity in Cannabis Policy

2. **Enhanced compliance measures can be efficiently prioritized alongside enforcement of the new flavored tobacco restrictions**, as these products are often sold in the same retail locations. Intoxicating hemp-infused foods/beverages are also a concern, and may be found in additional types of beverage retailers, further highlighting the need for adequate oversight.

3. **Strengthen the Campbell Local Tobacco Retail License (TRL) ordinance** – We encourage the City Council to update Campbell's TRL ordinance to specify that any violation of local, state, or federal laws regarding tobacco, **cannabis, or hemp** is also a violation of the TRL. Retailers may be less likely to persist in selling illegal products if they know it puts their tobacco license at risk.

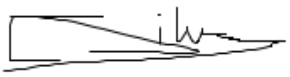
A local prohibition on intoxicating hemp products is necessary for many reasons. Hemp products circumvent cannabis regulations, allowing manufacturers and businesses to profit from illegal or weakly regulated and untaxed hemp products while licensed cannabis businesses face strict oversight. Unlike regulated cannabis, until September, intoxicating hemp edible products were in a confusing legal situation, easily accessible to youth, and without any age restrictions, although these products became more clearly illegal in September and age limits were applied to pure CBD products. All inhalable hemp products, which are almost entirely intoxicating ones, have been illegal since passage of AB45 but will be automatically legalized if a companion tax passes under AB45 language. These

intoxicating hemp products, from edibles, to beverages to vapes, have become a major route to cannabis initiation for teens. These illegal products remain widely available and with little or no consequences for selling to teens. Intoxicating hemp products are produced without the rigorous safety regulations required in the legal cannabis market. Most contain unknown or untested substances, have little quality control, and are sold without taxation, further incentivizing their proliferation. The intoxicating THCs are usually artificial chemical variants of the naturally present Delta-9-THC, synthesized from the CBD in hemp. They have never been evaluated for human safety. The products often contain far higher amounts of THC than is allowed in legal cannabis products, greatly increasing the risk of episodes of anxiety, paranoia, or psychosis, and of addiction. A recent assessment found almost half of the intoxicating hemp products had a THC-P, an artificial intoxicating cannabinoid that is over 30 times the potency of the naturally present Delta-9-THC in cannabis. (Hemp Hoax 2025)

By taking decisive local action now, Campbell can stay ahead of any regulatory rollbacks and omissions at the state level and ensure that the community, and especially youth, are protected from the risks associated with intoxicating hemp products. The hemp industry has been seeking to crush protections for youth and public health across the country, even as it sells more and more hazardous chemical cocktail products. We strongly urge you to enact a local prohibition on these products, including inhalable products, and strengthen enforcement measures against the many products that are already illegal yet available, including by strengthening the local tobacco retailer license ordinance.

Thank you for your time and consideration. We appreciate your leadership in protecting public health. We are also available to assist with language and have developed a model local hemp ordinance.

Respectfully,



Lynn Silver, MD, MPH, FAAP
Director, Getting it Right from the Start
www.gettingitrightfromthestart.org
Director, Prevention Policy Group
Public Health Institute
lsilver@phi.org
+1 917-974-7065

March 11th 2025

Campbell City Hall
70 N. First St.
Campbell, CA 95008

Dear Campbell City Council,

My name is Shruthi Venkat, and I am a youth advocate with Community Advocate Teens of Today (CATT), collaborating with the Tobacco-Free Coalition of Santa Clara County. I am writing to express the urgent need to strengthen Campbell's Tobacco Retail License (TRL) policy to better protect public health, especially the well-being of our youth.

Recent data reveals that while traditional cigarette use among high school students in Santa Clara County has decreased to 1.4%, the use of e-cigarettes has surged to 13.2% (Tobacco Use among High School Students in Santa Clara County). Alarmingly, over 9 in 10 teens currently using tobacco reported using a flavored product (publichealth.santaclaracounty.gov). Additionally, more than 1 in 5 current tobacco users reported using two or more tobacco products. In Campbell, 6 out of 35 tobacco retailers are located within 1,000 feet of schools, increasing the accessibility of these products to students.

The tobacco industry's strategic marketing of flavored products has enticed many young individuals to experiment with and regularly use tobacco products. Nicotine addiction poses significant risks to adolescent brain development, affecting cognitive functions and increasing the likelihood of long-term dependence.

To effectively address this pressing issue, it is imperative that Campbell's TRL policy includes:

- Robust enforcement measures with sufficient funding to ensure compliance.
- Restrictions on the density of tobacco retailers, particularly in proximity to schools and areas frequented by youth.
- A comprehensive ban on the sale of all flavored tobacco and vaping products, which are particularly appealing to young users.

Currently, 6 out of 16 jurisdictions in Santa Clara County have adopted comprehensive TRL policies encompassing these provisions. It is crucial for Campbell to align with these communities to safeguard the health of its residents.

By enhancing the TRL policy, Campbell can create a healthier environment for all, especially its younger population. I urge you to consider these recommendations earnestly and take decisive action to protect our community's future, including our youths.

Thank you for your attention and commitment to fostering a healthier Campbell.

Sincerely,
Shruthi Venkat
Community Advocate Teens of Today (CATT)
Tobacco-Free Coalition of Santa Clara County

American Heart Association.

Bay Area Division

1111 Broadway Suite 1360, Oakland, CA 94607
Phone (510) 903-4050 Fax (510) 903-4049

March 18th, 2025

Campbell City Council
70 N. First St
Campbell, CA 95008

The American Heart Association urges the City of Campbell to adopt a match of Santa Clara County's Model Tobacco Retail License Ordinance to prohibit the sale of all flavored tobacco products in the City of Campbell without exemption and implement regular compliance standards for all tobacco retailers. Matching the County's policy will reduce access to the products that are the tobacco industry's key strategy for targeting and addicting new smokers, Campbell's youth. This match also provides partnership opportunities with Santa Clara County Department of Public Health to assist with educational implementation of your policy.

The tobacco industry is actively and aggressively working to addict new young people, particularly those from communities of color, with flavored tobacco products. Cigarette smoking is the leading cause of preventable disease and death in the United States, claiming on average 480,000 lives each year. Evidence shows that smoking increases the risk for heart disease and stroke. It increases the risk for blood clots, decreases the ability to exercise, and decreases the good cholesterol in our bodies. The best way to prevent tobacco-related illness and death is to prevent people from starting to smoke in the first place.

Adopting the County's policy will help protect our community from tobacco addiction and is crucial to preventing tobacco-related death and disease. The American Heart Association respectfully asks for your support of this vital health policy.

Sincerely,

Dr. John Maa, Board Member
Bay Area Division, American Heart Association

From: Jeanie Ramos [redacted]
Sent: Tuesday, March 18, 2025 3:52 PM
To: Clerks Office
Subject: FOR PUBLIC COMMENT - ITEM 10

Some people who received this message don't often get email from [redacted] Learn why this is important
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Dear City Council,

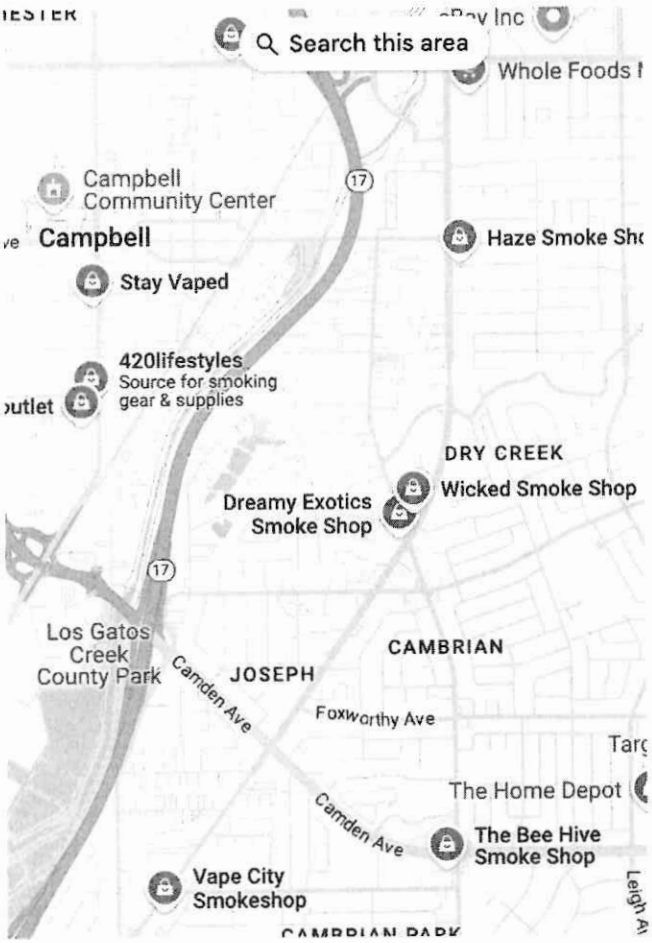
I am writing in support to **limit** the number of smoke shops getting permits in Campbell and provide for more strict regulation. I have been a resident of Campbell for over 15 years. We have always had a variety of shops come and go, but the sheer number of Vape/smoke stores in the last year is ridiculous! If I use Google Maps and search the term "vape" I get 9 hits within a 5 miles radius of my house and MORE coming! These stores are close to Farham, Price Middle School and roads constantly traveled by teens. I've seen teens go in but I don't know what they are buying (whether legal or not). It is also helping create the next generation of cigarette and cigar smokers, not to mention the studies coming out about vaping and popcorn lung.

Also the environment it creates is not a good one. For example, in the parking lot of Dreamy Exotics we see cars parked playing loud music and people smoking in/around the car. When asked to leave they only go to the alleyway behind the store and continue. It's disrespectful to the community.

As a parent and resident I feel that there has to be a limit just like the marijuana shops. Am I opposed to any vape shops? No, but 9 stores in my area and more coming, it's too much!!!! We are basically going to be known as a town of vape/cigar/smoke products and that is discouraging to see. Please consider a limit and strict regulations to keep Campbell from becoming a smokers paradise. Be assured that this will be on my question list when deciding on who gets my vote the next term.

Thank you,
Jeanie Ramos
[redacted]
Campbell, CA 95008
[redacted]

"Vape" search on Google maps


Search this area
Whole Foods
Campbell
Community Center
Campbell
Haze Smoke Sh
Stay Vaped
420lifestyles
Source for smoking
gear & supplies
DRY CREEK
Wicked Smoke Shop
Dreamy Exotics
Smoke Shop
17
Los Gatos
Creek
County Park
CAMBRIAN
JOSEPH
Camden Ave
Foxworthy Ave
The Home Depot
Camden Ave
The Bee Hive
Smoke Shop
Vape City
Smokeshop