Citizens' Oversight Committee
Measure O Agenda

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

This Special Meeting of the Citizens' Oversight Committee Measure O General Obligation Bond will be conducted in person and is compliant with provisions of the Brown Act.

Members of the public may attend this meeting in person at Campbell Library, Community Room.

Public comment will also be accepted via email at ClerksOffice@campbellca.gov prior to the meeting. Please indicate in the subject line "FOR PUBLIC COMMENT." Written comments received by 12:00 p.m. on the day of the meeting will be posted on the website and distributed to the Committee before the meeting.

SPECIAL MEETING OF THE CITIZENS' OVERSIGHT COMMITTEE (COC)
MEASURE O GENERAL OBLIGATION BONDS
Tuesday, July 14, 2026 4:00 p.m.
Campbell Library Community Room – 77 Harrison Ave.

AGENDA

CALL TO ORDER

ROLE CALL AND ESTABLISHMENT OF QUORUM

PUBLIC COMMENTS

Any member of the public may directly address the Committee on any item of interest to the public with respect to the Measure O bond proceeds. The Chairperson will ask if any members of the public wish to address the Committee, and if so, the member of the public shall raise his/her hand and when called upon, give their name and then make their statement. Members of the public will be given up to 3 minutes to address the Committee.

1. **APPROVAL OF MINUTES**
   Recommended Action: Approve Special Meeting minutes of March 11, 2025

2. **FINANCIAL UPDATE**
   Recommended Action: Accept presentation by staff on Audited Measure O Financial Reports and Expenditure Detail Reports

3. **ANNUAL REPORT PRESENTATION**
   Recommended Action: Discuss preparation of Annual Report of the Measure O Citizen's Oversight Committee

4. **SCHEDULE MEETING DATE WITH CITY COUNCIL**
   Recommended Action: Determine date to present Annual Report of the Measure

O Citizen's Oversight Committee to City Council, with potential options of:

- **a.** August 3, 2026
- **b.** August 18, 2026
- **c.** September 1, 2026
- **d.** September 15, 2026

5. **SCHEDULE NEXT MEETING**
   Recommended Action: Determine next meeting date, with potential options in February or March 2027 for next annual meeting

ADJOURN

In compliance with the Americans with Disabilities Act, assistive listening devices are available for meetings upon request with advanced notice. If you require accommodation to participate in the meeting, please contact Will Fuentes in the Finance Department, at willf@campbellca.gov or (408) 866-2113.

CITIZENS' OVERSIGHT COMMITTEE
MEASURE O MINUTES

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

SPECIAL MEETING OF THE CITIZENS' OVERSIGHT COMMITTEE (COC)
MEASURE O GENERAL OBLIGATION BONDS
Tuesday, March 11, 2025 4:00 p.m.
City Hall Council Chamber – 70 N. First Street

This Citizens' Oversight Committee meeting was conducted pursuant to provisions of the Brown Act.

CALL TO ORDER

The Citizens' Oversight Committee of the City of Campbell convened in special meeting on March 11, 2025.

ROLE CALL AND ESTABLISHMENT OF QUORUM

Attendee Name	Title	Status
Paul Russell	Committee Member	Present
Doris Quai Hoi	Committee Member	Present
Steven Saunders	Committee Member	Present
Anne Souza	Committee Member	Present
Al Bito	Committee Member	Present

PUBLIC COMMENTS

There were no public comments.

1. POSITION DESIGNATIONS & ORGANIZATIONAL MATTERS

Recommended Action: Election of Chair (conducts meetings) and Election of Vice Chair (acts in absence of Chair)

Finance Director Fuentes presented a staff report dated March 11, 2025.

Chair Bito called for nominations of Chair.

M/S: Saunders/Bito – To nominate Anne Souza as Chair. The motion was adopted unanimously by roll call vote.

Chair Souza called for nominations of Vice Chair.

Member Bito nominated Doris Quai Hoi as Vice Chair.

DRAFT

Member Quai Hoi declined the nomination.

After discussion, **M/S: Russell/Bito – To nominate Steven Saunders as Vice Chair. The motion was adopted unanimously by roll call vote:**

2. APPROVAL OF MINUTES

Recommended Action: Approve Special Meeting minutes of February 26, 2024
Recommended Action: Approve Special Meeting minutes of October 30, 2024

M/S: Russell/Saunders – To approve the Special Meeting minutes of February 26, 2024 and the Special Meeting minutes of October 30, 2024. The motion was adopted unanimously by roll call vote:

3. FINANCIAL UPDATE

Recommended Action: Accept presentation by staff on Audited Measure O Financial Reports and Expenditure Detail Reports

Assistant Finance Director Vong presented a staff report dated March 11, 2025. The report included information related to the library, Police department and shared cost expenditures in FY 2023-24; remaining budget; and noted that a clean audit was received.

The Committee discussed the staff report presentation and asked general questions related to grant funding sources, additional funding sources such as ARPA; and Bond interest.

After discussion, **M/S: Saunders/Bito – To accept the presentation by staff on Audited Measure O Financial Reports and Expenditure Detail Reports. The motion was adopted unanimously by roll call vote.**

4. ANNUAL REPORT PRESENTATION

Recommended Action: Discuss preparation of Annual Report of the Measure O Citizen's Oversight Committee.

Finance Director Fuentes presented a staff report dated March 11, 2025. He noted he will work with Chair Souza in putting together the presentation to the City Council.

The Committee was supportive of following past practice in the preparation of the Annual Report.

4. SCHEDULE MEETING DATE WITH CITY COUNCIL

Recommended Action: Determine date to present Annual Report of the Measure O Citizen's Oversight Committee to City Council, with potential options of:

a. April 1, 2025
b. April 15, 2025
c. May 6, 2025
d. May 20, 2025

Finance Director Fuentes presented a staff report dated March 11, 2025. He noted the need to determine a date to present the Annual Report to the City Council and provided potential meeting dates.

Director Fuentes noted that site tours of Police and Library project sites will be conducted once the projects are closer to their completion dates. (TBD) Site tours may be held on separate dates due to different project timelines.

The board discussed the proposed dates and stated consensus for April 15, 2025.

M/S: Russell/Saunders – To determine April 15, 2025 as the date to present the Annual Report of the Measure O Citizen's Oversight Committee to the City Council. The motion was adopted unanimously by roll call vote.

5. SCHEDULE NEXT MEETING

Recommended Action: Determine next meeting date, with potential options in February 2025 for next annual meeting.

Finance Director Fuentes presented a staff report dated March 11, 2025. He noted the Committee is required to meet at least once per year.

The Committee requested a future Doodle Poll to confirm the date of the next meeting.

ADJOURN

Chair Souza adjourned the meeting at approximately 4:30 p.m.

APPROVED:

ATTEST:

Anne Souza, Chair

Andrea Sanders, Recording Secretary

City of Campbell
Measure O
For the Year Ended June 30, 2025

Independent Auditor's Report on Supplementary Information

Honorable Mayor and Members of City Council of the
City of Campbell, California

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, 2025 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, 2025, which expressed an unmodified opinion on those financial statements. Those financial statements are the responsibility of the City's management. Our responsibility is to express an opinion on the financial statements based on our audit.

Our audit was performed for the purpose of forming an opinion on the financial statements that collectively comprise the City's basic financial statements. The accompanying Measure O Schedule of Revenues and Expenditures is presented for purposes of additional analysis, to satisfy the requirements of Measure O ballot language and is not a required part of the 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 financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

Eide Bailly LLP

Menlo Park, California
June 11, 2026

City of Campbell
Measure O
Schedule of Revenues and Expenditures
For the Fiscal Year Ended June 30, 2025

	Capital	Debt	Total
Revenues:			
Taxes	$ -	$ 2,585,296	$ 2,585,296
Investment income	1,579,319	16,236	1,595,555
Intergovernmental	1,889,074	-	1,889,074
Total revenues	3,468,393	2,601,532	6,069,925
Expenditures:			
Personnel costs - capital projects	250,068	-	250,068
Professional services - capital projects	29,082,892	-	29,082,892
Debt service, principal and interest	-	3,139,750	3,139,750
Total expenditures	29,332,960	3,139,750	32,472,710
Net change in fund balance	(25,864,567)	(538,218)	(26,402,785)
Fund balance, beginning	40,391,087	2,382,817	42,773,904
Fund balance, ending	$ 14,526,520	$ 1,844,599	$ 16,371,119

See Note to Schedule

Note 1 – Basis of Presentation and Basis of Accounting

The accompanying financial information has been prepared using the modified accrual basis of accounting, which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America (GAAP). Under this basis, revenues are recognized within 60 days of year end, and expenditures are generally recognized when incurred. The financial information is presented for management's internal reporting purposes and is not intended to be a complete presentation in conformity with generally accepted accounting principles.

Note 2 - Capital and Debt Columns

The Capital column reflects financial activity related to the acquisition, construction, and funding of capital assets. The Debt column reflects financing activities associated with the issuance and repayment of long-term obligations, including principal and interest.

Note 3 – Expenditures by Project

	Library	Police Building	FF&E	Shared	Total Measure O
Expenditures:					
Personnel costs - capital projects	$ -	$ -	$ -	$ 250,068	$ 250,068
Professional services - capital projects	10,909,609	17,015,940	340,152	817,191	29,082,892
Total expenditures	$ 10,909,609	$ 17,015,940	$ 340,152	$ 1,067,259	$ 29,332,960

Total Expenditures Funded by Measure O

	Library	Police Building	FF&E	Shared	Total Measure O
Expenditures:					
Personnel costs - capital projects	$ -	$ -	$ -	$ 250,068	$ 250,068
Professional services - capital projects	5,839,456	14,174,255	-	817,191	20,830,902
Total expenditures	$ 5,839,456	$ 14,174,255	$ -	$ 1,067,259	$ 21,080,970

Total Expenditures Funded by Other Funding Sources

	Library	Police Building	FF&E	Shared	Total Measure O
Expenditures:					
Personnel costs - capital projects	$ -	$ -	$ -	$ -	$ -
Professional services - capital projects	5,070,153	2,841,685	340,152	-	8,251,990
Total expenditures	$ 5,070,153	$ 2,841,685	$ 340,152	$ -	$ 8,251,990

Citizens' Bond Oversight Committee
Civic Center Improvements
Fiscal Year 2024-25

Expenditures	Library	Police Building	FF&E	Shared	Total	Description
Personnel Costs						
Senior Project Manager	$ -	$ -	$ -	$ 250,067.91	$ 250,067.91	Includes salary and benefits
Assistant Engineer	-	-	-	-	-	Includes salary and benefits
Total Personnel Costs	$ -	$ -	$ -	$ 250,067.91	$ 250,067.91	
Professional Services						
Lathrop	$ 10,424,391.93	$ 16,273,199.71	$ -	$ -	$ 26,697,591.64	Construction
Griffin Structures	-	-	-	784,239.85	784,239.85	Construction Management & Constructability Review
LPA Inc	-	464,280.50	-	-	464,280.50	Construction Administration
Ninyo & Moore	187,236.63	225,075.00	-	-	412,311.63	Material Testing & Inspection
Interior Office Solutions	-	-	292,405.60	-	292,405.60	Furniture, Fixtures, and Equipment
Jayson Architechture	233,658.99	-	-	-	233,658.99	Construction Administration
West Coast Code Consultants Inc	31,600.37	32,800.81	-	-	64,401.18	Building Inspection Service
Russ Bassett Corp	-	-	47,746.44	-	47,746.44	Dispatch Consoles Station
Silicon Valley Paving	-	-	-	31,753.48	31,753.48	Sidewalk Replacement
Stanley Gordon Cooper	-	13,500.00	-	-	13,500.00	Consulting Services - Schematic Plan Review - PD
BKF Engineers	6,993.95	6,397.55	-	-	13,391.50	Preparation of Easement Documents
Travis Howell	9,250.00	-	-	-	9,250.00	Hazardous Materials Testing
West Coast Arborists	7,699.00	-	-	-	7,699.00	Tree Removal Services
Monarch Consulting Arborist	5,500.00	-	-	-	5,500.00	Tree Protection Inspection
Miscellaneous	3,278.63	686.15	-	498.33	4,463.11	Phone Service for Project Manager, Tool Replacement and PG&E
Landscape Architects	-	-	-	700.00	700.00	License Renewal
Total Professional Services	$ 10,909,609.50	$ 17,015,939.72	$ 340,152.04	$ 817,191.66	$ 29,082,892.92	
Total FY2024-25 Expenditures	**$ 10,909,609.50**	**$ 17,015,939.72**	**$ 340,152.04**	**$ 1,067,259.57**	**$ 29,332,960.83**	

Project Summary					
Total Budget	$ 22,528,450.00	$ 36,058,274.00	$ 1,500,000.00	$ 3,200,000.00	$ 63,286,724.00
Total Expenditures	19,846,844.32	25,367,838.44	340,152.04	2,630,365.83	48,185,200.63
Remaining Budget	$ 2,681,605.68	$ 10,690,435.56	$ 1,159,847.96	$ 569,634.17	$ 15,101,523.37

Citizens' Bond Oversight Committee
Civic Center Improvements
Summary by Fiscal Year

Project Summary					
	Library	**Police Building**	**FF&E**	**Shared**	**Total**
Total Budget	$ 22,528,450.00	$ 36,058,274.00	$ 1,500,000.00	$ 3,602,270.00	$ 63,688,994.00 *
FY 2019-20 Expenditures	22,909.30	30,634.75	-	219,253.33	272,797.38
FY 2020-21 Expenditures	588,562.10	769,586.20	-	215,304.30	1,573,452.60
FY 2021-22 Expenditures	632,944.12	995,419.76	-	156,736.30	1,785,100.18
FY 2022-23 Expenditures	189,698.10	138,867.87	-	349,595.33	678,161.30
FY 2023-24 Expenditures	7,503,121.20	6,417,390.14	-	622,217.00	14,542,728.34
FY 2024-25 Expenditures	10,909,609.50	17,015,939.72	340,152.04	1,067,259.57	29,332,960.83
FY 2025-26 Expenditures	2,862,668.39	8,003,778.48	925,240.24	901,357.93	12,693,045.04
Remaining Budget	$ (181,062.71)	$ 2,686,657.08	$ 234,607.72	$ 70,546.24	$ 2,810,748.33

*includes a $402,270 budget amendment approved by City Council on October 21, 2025

Citizens' Bond Oversight Committee
Measure O - Debt Service
Fiscal Year 2024-25

Expenditures		**Description**
Debt Service		
Bank of NY Mellon	$ 1,355,000.00	Debt Service - Principal
Bank of NY Mellon	1,784,750.00	Debt Service - Interest
Total Debt Service Costs	$ 3,139,750.00	
Total Expenditures	**$ 3,139,750.00**	

Civic Center Improvement Project
Budget vs Actuals by Funding Source
Through FY2026 as of June 14, 2026

GRAND TOTAL	Library (23-SS)			Police Building (23-RR)			FF&E (22-JJ)			Shared (21-MM)			TOTAL		
	Budget	Actual	Balance	Budget	Actual	Balance	Budget	Actual	Balance	Budget	Actual	Balance	Budget	Actual	Balance
Measure O Bond Proceeds	$ 16,800,000.00	$ 16,800,000.00	$ -	$ 30,000,000.00	$ 30,000,000.00	$ -	$ -	$ -	$ -	$ 3,200,000.00	$ 3,200,000.00	$ -	$ 50,000,000.00	$ 50,000,000.00	$ -
State Library Building Forward Grant	4,718,450.00	4,718,450.00	-	-	-	-	-	-	-	-	-	-	4,718,450.00	4,718,450.00	-
State Resiliency Grant	-	-	-	2,841,685.04	2,841,685.04	-	1,058,314.96	1,058,314.96	-	-	-	-	3,900,000.00	3,900,000.00	-
SCC Library District Contribution	510,000.00	510,000.00	-	-	-	-	-	-	-	-	-	-	510,000.00	510,000.00	-
SVCE Decarbonization Demonstration Grant (Library)	500,000.00	500,000.00	-	-	-	-	-	-	-	-	-	-	500,000.00	500,000.00	-
SCC Library Reimbursement	-	39,268.42	(39,268.42)	-	-	-	-	-	-	-	-	-	-	39,268.42	(39,268.42)
Interest Income	-	-	-	2,207,274.00	515,527.03	1,691,746.97	-	-	-	402,270.00	285,255.20	117,014.80	2,609,544.00	800,782.23	1,808,761.77
One-Time Funds	-	-	-	939,000.00	-	939,000.00	-	-	-	-	-	-	939,000.00	-	939,000.00
FY2023 General Fund Surplus	-	-	-	70,314.96	-	70,314.96	441,685.04	112,336.61	329,348.43	-	-	-	512,000.00	112,336.61	399,663.39
TOTAL	$ 22,528,450.00	$ 22,567,718.42	$ (39,268.42)	$ 36,058,274.00	$ 33,357,212.07	$ 2,701,061.93	$ 1,500,000.00	$ 1,170,651.57	$ 329,348.43	$ 3,602,270.00	$ 3,485,255.20	$ 117,014.80	$ 63,688,994.00	$ 60,580,837.26	$ 3,108,156.74

Citizens' Bond Oversight Committee
Civic Center Improvements
Fiscal Year 2025-26
YTD as of June 14, 2026

Expenditures	Library	Police Building	FF&E	Shared	Total	Description
Personnel Costs						
Senior Project Manager	$ -	$ -	$ -	$ 230,993.17	$ 230,993.17	Includes salary and benefits
Assistant Engineer	-	-	-	-	-	Includes salary and benefits
Total Personnel Costs	$ -	$ -	$ -	$ 230,993.17	$ 230,993.17	
Professional Services						
Lathrop	$ 2,628,000.51	$ 7,397,801.70	$ -	$ -	$ 10,025,802.21	Construction
Griffin Structures	-	-	-	669,917.79	669,917.79	Construction Management & Constructability Review
Interior Office Solutions	-	-	588,596.07	-	588,596.07	Furniture, Fixtures, and Equipment
LPA Inc	-	338,097.08	-	-	338,097.08	Construction Administration
Sorinex	-	-	179,091.20	-	179,091.20	Exercise Equipment
Russ Bassett Corp	-	-	145,031.03	-	145,031.03	Dispatch Consoles Station
Jayson Architechture	137,847.48	-	-	-	137,847.48	Construction Administration
Dasher Technologies Inc	-	96,915.56	-	-	96,915.56	Aruba Networking & Eaton PDUs
Ninyo & Moore	11,149.50	68,567.00	-	-	79,716.50	Material Testing & Inspection
PG&E	44,608.48	5,709.70	-	-	50,318.18	Utility Costs (LIB) and Gas Relocation (PD)
West Coast Code Consultants Inc	15,113.39	26,296.63	-	-	41,410.02	Building Inspection Service
San Jose Water Company	16,683.00	16,683.00	-	-	33,366.00	Service Installation and Meter
Provecta LLC	-	23,081.25	-	-	23,081.25	Network Design, Configuration, and Validation
Stanley Gordon Cooper	-	13,400.00	-	-	13,400.00	Consulting Services - Schematic Plan Review - PD
Dell Marketing Lp	4,871.92	-	7,111.58	-	11,983.50	Dell NASPO Computer Equipment
Smith Emery Laboratories	-	5,240.60	-	-	5,240.60	Field Performance of Fenestration Assembly Testing
Travis Howell	2,750.00	2,150.00	-	-	4,900.00	Hazardous Materials Testing
West Coast Cranes	-	-	4,877.60	-	4,877.60	Crane Gym Equipment
CDW Government Inc	-	4,041.58	-	-	4,041.58	Powerstrip for Networking Equipment
Tanner's Engraving	1,644.11	-	-	-	1,644.11	Dedication Plaque
Niemann Technology Inc	-	1,600.00	-	-	1,600.00	Emergency Respond Radio Coverage
Miscellaneous	-	619.00	532.76	446.97	1,598.73	Phone Service for Project Manager, Network Cables and Permit Fee
HT Harvey & Associates	-	1,470.68	-	-	1,470.68	Ecology Consulting
Dean Jenco	-	1,415.00	-	-	1,415.00	WAP Installation
Interstate Traffic Control Products	-	689.70	-	-	689.70	Concrete Wheel Stop
Total Professional Services	$ 2,862,668.39	$ 8,003,778.48	$ 925,240.24	$ 670,364.76	$ 12,462,051.87	
Total FY2025-26 Expenditures	**$ 2,862,668.39**	**$ 8,003,778.48**	**$ 925,240.24**	**$ 901,357.93**	**$ 12,693,045.04**	

Project Summary					
Total Budget	$ 22,528,450.00	$ 36,058,274.00	$ 1,500,000.00	$ 3,602,270.00	$ 63,688,994.00
Total Expenditures	22,709,512.71	33,371,616.92	1,265,392.28	3,531,723.76	60,878,245.67
Remaining Budget	$ (181,062.71)	$ 2,686,657.08	$ 234,607.72	$ 70,546.24	$ 2,810,748.33

City Council Report

Item: 14
Category: NEW BUSINESS
Meeting Date: April 15, 2025

TITLE: **FY 2024 Annual Report of the Citizen's Bond Oversight Committee for Measure O**

RECOMMENDED ACTION

That the City Council receive the FY 2024 Annual Report of the Citizen's Bond Oversight Committee for Measure O.

BACKGROUND

On November 6, 2018, City of Campbell voters approved Measure O with a 'Yes' vote of 69.5% by the citizens that voted in the General Election. Measure O authorized the City to issue general obligation (GO) bonds in an aggregate principal amount of up to $50 million. The first series of Measure O Bonds was issued for a principal amount of $20 million in August 2020. The second (and final) series of Measure O Bonds was issued for a principal amount of $30 million in June 2022. As a condition of Measure O voter authorization and in order to ensure accountability for the expenditure of bond proceeds, the City established a Citizens' Bond Oversight Committee (Committee). This committee was formally appointed by the City Council on November 2, 2021. Current Committee Members include the following Campbell residents:

- Anne Souza, Chair (District 1)
- Steven Saunders, Vice Chair (District 3)
- Al Bito, Committee Member (District 5)
- Paul Russell, Committee Member (District 4)
- Doris Quai Hoi, Committee Member (District 2)

The primary duty of the Committee is to review expenditure reports produced by the City to verify that bond proceeds were expended only for the purposes set forth in Measure O and to report to Council annually on their findings. This normally includes a review of annual audited financial statements as it relates to Measure O bond proceeds and project expenditures and any supporting documentation as requested. This item will present the fourth annual report of the Committee for FY 2024.

DISCUSSION

The Committee met two times since presenting its FY 2023 annual report to City Council on April 16, 2024:

- March 11, 2025 – Annual meeting to review FY 2024 financial reports and discuss preparation of annual report to City Council

- October 30, 2024 – In progress construction site tours of the new Campbell Police Department and the remodeled Campbell Library

Please note that the Committee's FY 2024 annual report is shown as ***Attachment A***. Also included is ***Attachment B***, which presents all materials provided by City staff to the Committee at the March 11 meeting, as well as ***Attachment C***, the draft minutes from the March 11 meeting that are to be reviewed by the Committee at their next meeting. Approved minutes from the October 30 site tours are also shown as ***Attachment D***. Chairperson Souza will present the FY 2024 annual report to City Council at the April 15, 2025 regular meeting.

FISCAL IMPACT

There is no fiscal impact associated with reviewing and receiving the FY 2024 Measure O Oversight Committee Annual Report.

Prepared by: 

Will Fuentes, Finance Director

Approved by: 

Brian Loventhal, City Manager

Attachment:

a. Measure O Oversight Committee Annual Report (2025)
b. FY2024 Measure O Audit and Expenditure Reports
c. Annual Meeting Minutes 03-11-25
d. Site Visit Minutes 10-30-24

ANNUAL REPORT OF THE MEASURE O CITIZENS' OVERSIGHT COMMITTEE OF THE CITY OF CAMPBALL FOR FISCAL YEAR (FY) 2023-24

Introduction. The Citizens' Oversight Committee of the City of Campbell (the "COC") was formed pursuant to Measure O for the purpose of actively reviewing and reporting on the expenditure of Measure O bond proceeds. The COC is required to advise the public, through at least one report per year, as to whether the City is in compliance with Article XIIIA of the California Constitution and Measure O.

Public Meetings. During the previous year, the COC has met on the following dates and locations:

Meeting Date and Time	Meeting Location
Annual Meeting March 11, 2025 – 4:00pm	City of Campbell – Council Chambers
Project Site Visits October 30, 2024 – 3:30pm	New Campbell Police Building and Library

Each meeting has been held in compliance with the Ralph M. Brown Act, in that the meetings were formally scheduled with agendas duly posted and noticed and open to the public. Minutes shown as ***Attachment C*** and ***Attachment D*** were taken and when approved at the subsequent meeting were posted on the City's web page via the link to information relating to Measure O.

City Support. The City has, without spending bond funds, provided the COC with the administrative support it needs to meet and to perform its review and reporting duties.

Activities

Review of Expenditures. The COC was provided detailed expenditure reports, prepared by City staff, for FY 2023-24 at its March 11, 2025 meeting. Those reports are shown as ***Attachment B*** of the main Council report; with minutes shown as ***Attachment C***. At the meeting, the COC reviewed the expenditure reports. Members of the COC had the opportunity to ask City staff questions regarding the projects and expenditures. No irregularities or concerns were identified in the detailed expenditures reports, but the COC did request the following items:

- REQUEST – The COC requested that the next annual meeting be tentatively held in January or February 2026 once the City's FY 2024-25 financials are completed and that a scheduling poll be sent the group in January 2025 to set the date. Staff will do so and also tentatively set the next COC presentation to Council in April 2026.

Review of City's Annual Report. In addition, the City provided the COC with copies of the annual bond report for FY 2023-24, prepared by an independent auditor and also shown in ***Attachment B*** of the main Council report. No irregularities or concerns were identified in the Annual Reports.

Tour of Bond Facilities. The COC conducted in progress construction site tours of the new Campbell Police Department and the remodeled Campbell Library on October 30, 2024; with minutes from the tours shown as ***Attachment D***. Senior Public Works Project Manager, Francisco Castellanos introduced members of the project team from Lathrop Construction Associates as well as directed tours of both buildings and provided information related to construction progress on each. Committee members asked various questions on the site visits about operational needs for each building. No reportable actions were taken. If possible, staff will also arrange for COC tours of both buildings again as they near completion later in calendar year 2025 and into calendar year 2026.

Attachment: Measure O Oversight Committee Annual Report (2025) (Annual Report of the Measure O Citizen's Oversight Committee)

Conclusion. Based on the foregoing review of expenditures and other activities, the COC concludes that bond proceeds spent to date have only been spent for the acquisition and construction of real property for City facilities, as identified in the project list presented to voters, and as a result the City has complied with California Constitution Article XIIIA Section (1)(b)(3) and the text of Measure O.

* *

Approved April 9, 2025.

MEASURE O CITIZENS' OVERSIGHT COMMITTEE

BY: _____
Anne Souza, Chairperson

[The conclusions identified in this Annual Report are to be presented to the City Council at an open meeting on April 15, 2025.]

Attachment: Measure O Oversight Committee Annual Report (2025) (Annual Report of the Measure O Citizen's Oversight Committee)

City of Campbell
Measure O

For the Year Ended June 30, 2024

Attachment: FY2024 Measure O Audit and Expenditure Reports (Annual Report of the Measure O Citizen's Oversight Committee)

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CPAs & BUSINESS ADVISORS

Attachment: FY2024 Measure O Audit and Expenditure Reports (Annual Report of the Measure O Citizen's Oversight Committee)

Independent Accountant's Report

Honorable Mayor and Members of City Council of the
City of Campbell, California

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 and have issued our report thereon dated December 31, 2024, which expressed an unmodified opinion on those financial statements. Those financial statements are the responsibility of the City's management. Our responsibility is to express an opinion on the financial statements based on our audit.

Our audit was performed for the purpose of forming an opinion on the financial statements that collectively comprise the City's basic financial statements. The accompanying Measure O Schedule of Revenues and Expenditures is presented for purposes of additional analysis, to satisfy the requirements of Measure O ballot language and is not a required part of the 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 financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

Eide Bailly LLP

Menlo Park, California
December 31, 2024

City of Campbell
Measure O
Schedule of Revenues and Expenditures
For the Fiscal Year Ended June 30, 2024

	Capital	Debt	Total
Revenues:			
Taxes	$ -	$ 2,543,635	$ 2,543,635
Investment income	2,091,758	81,256	2,173,014
Intergovernmental	-	-	-
Total revenues	2,091,758	2,624,891	4,716,649
Expenditures:			
Personnel costs - capital projects	140,143	-	140,143
Professional services - capital projects	14,402,655	-	14,402,655
Debt service	-	4,365,250	4,365,250
Total expenditures	14,542,798	4,365,250	18,908,048
Net change in fund balance	(12,451,040)	(1,740,359)	(14,191,399)
Fund balance, beginning	52,842,127	4,123,176	56,965,303
Fund balance, ending	$ 40,391,087	$ 2,382,817	$ 42,773,904

See Note to Schedule

Attachment: FY2024 Measure O Audit and Expenditure Reports (Annual Report of the Measure O Citizen's Oversight Committee)

City of Campbell
Measure O
Note to Schedule of Revenues and Expenditures
For the Fiscal Year Ended June 30, 2024

Note 1 – Expenditures by Project

	Library	Police Building	Shared	Total Measure O
Expenditures:				
Personnel costs - capital projects	$ -	$ -	$ 140,073	$ 140,073
Professional services - capital projects	7,503,121	6,417,390	482,144	14,402,655
Total expenditures	$ 7,503,121	$ 6,417,390	$ 622,217	$ 14,542,728

Attachment: FY2024 Measure O Audit and Expenditure Reports (Annual Report of the Measure O Citizen's Oversight Committee)

Citizens' Bond Oversight Committee
Civic Center Improvements
Fiscal Year 2023-24

Expenditures	Library	Police Building	FF&E	Shared	Total	Description
Personnel Costs						
Senior Project Manager	$ -	$ -	$ -	$ 139,352.20	$ 139,352.20	Includes salary and benefits
Assistant Engineer	-	-	-	721.14	721.14	Includes salary and benefits
Total Personnel Costs	$ -	$ -	$ -	$ 140,073.34	$ 140,073.34	
Professional Services						
Lathrop	$ 7,070,831.64	$ 5,888,752.20	$ -	$ -	$ 12,959,583.84	Construction
Jayson Architechture	229,342.37	-	-	-	229,342.37	Construction Administration
LPA Inc	-	144,084.22	-	-	144,084.22	Construction Administration
Griffin Structures	-	-	-	494,058.82	494,058.82	Construction Management & Constructability Review
PG&E	97,341.95	61,367.76	-	-	158,709.71	Relocation of Electrical Service Connections & Gas/Electric Advance
Ninyo & Moore	70,616.00	50,031.50	-	-	120,647.50	Material Testing & Inspection
San Jose Water Company	-	218,700.00	-	(12,000.00)	206,700.00	Engineering Design & Installation of New Facilities - PD
Tamien Nation	-	29,223.43	-	-	29,223.43	Tribal Monitoring
Gregory Patterson	-	11,500.00	-	-	11,500.00	Police Department Gate Modification
Travis Howell	20,300.00	-	-	-	20,300.00	Hazardous Materials Testing
Stanley Gordon Cooper	-	5,400.00	-	-	5,400.00	Consulting Services - Schematic Plan Review - PD
West Coast Code Consultants Inc	13,039.24	7,201.48	-	-	20,240.72	Building Inspection Service
Monarch Consulting Arborist	1,650.00	-	-	-	1,650.00	Tree Protection Inspection
Miscellaneous	-	-	-	84.84	84.84	Phone Service for Project Manager
US Bank	-	1,129.55	-	-	1,129.55	SWRCP Application Fee
Total Professional Services	$ 7,503,121.20	$ 6,417,390.14	$ -	$ 482,143.66	$ 14,402,655.00	
Total FY2023-24 Expenditures	**$ 7,503,121.20**	**$ 6,417,390.14**	**$ -**	**$ 622,217.00**	**$ 14,542,728.34**	

Project Summary					
Total Budget	$ 22,528,450.00	$ 35,692,975.00	$ 1,500,000.00	$ 3,200,000.00	$ 62,921,425.00
Total Expenditures	8,937,234.82	8,351,898.72	-	1,563,106.26	18,852,239.80
Remaining Budget	$ 13,591,215.18	$ 27,341,076.28	$ 1,500,000.00	$ 1,636,893.74	$ 44,069,185.20

Attachment: FY2024 Measure O Audit and Expenditure Reports (Annual Report of the Measure O

Citizens' Bond Oversight Committee
Civic Center Improvements
Summary by Fiscal Year

Project Summary					
	Library	Police Building	FF&E	Shared	Total
Total Budget	$ 22,528,450.00	$ 35,692,975.00	$ 1,500,000.00	$ 3,200,000.00	$ 62,921,425.00
FY 2019-20 Expenditures	22,909.30	30,634.75	-	219,253.33	272,797.38
FY 2020-21 Expenditures	588,562.10	769,586.20	-	215,304.30	1,573,452.60
FY 2021-22 Expenditures	632,944.12	995,419.76	-	156,736.30	1,785,100.18
FY 2022-23 Expenditures	189,698.10	138,867.87	-	349,595.33	678,161.30
FY 2023-24 Expenditures	7,503,121.20	6,417,390.14	-	622,217.00	14,542,728.34
Remaining Budget	$ 13,591,215.18	$ 27,341,076.28	$ 1,500,000.00	$ 1,636,893.74	$ 44,069,185.20

Attachment: FY2024 Measure O Audit and Expenditure Reports (Annual Report of the Measure O

Citizens' Bond Oversight Committee
Measure O - Debt Service
Fiscal Year 2023-24

Expenditures		**Description**
Debt Service		
Bank of NY Mellon	$ 2,490,000.00	Debt Service - Principal
Bank of NY Mellon	1,875,250.00	Debt Service - Interest
Total Debt Service Costs	$ 4,365,250.00	
Total Expenditures	**$ 4,365,250.00**	

Attachment: FY2024 Measure O Audit and Expenditure Reports (Annual Report of the Measure O

Civic Center Improvement Project
Budget vs Actuals by Funding Source
as of June 30, 2024

	Library (23-SS)			Police Building (23-RR)			FF&E (22-JJ)			Shared (21-MM)			TOTAL		
	Budget	Actual	Balance	Budget	Actual	Balance	Budget	Actual	Balance	Budget	Actual	Balance	Budget	Actual	Balance
Measure O Bond Proceeds	$ 16,800,000	$ 8,937,235	$ 7,862,765	$ 30,000,000	$ 8,351,899	$ 21,648,101	$ -	$ -	$ -	$ 3,200,000	$ 1,563,106	$ 1,636,894	$ 50,000,000	$ 18,852,240	$ 31,147,760
State Library Building Forward Grant	4,718,450	-	4,718,450	-	-	-	-	-	-	-	-	-	4,718,450	-	4,718,450
State Resiliency Grant	-	-	-	2,400,000	-	2,400,000	1,500,000	-	1,500,000	-	-	-	3,900,000	-	3,900,000
SCC Library District Contribution	510,000	-	510,000	-	-	-	-	-	-	-	-	-	510,000	-	510,000
SVCE Decarbonization Demonstration Grant (Library)	500,000	-	500,000	-	-	-	-	-	-	-	-	-	500,000	-	500,000
Interest Income*	-	-	-	1,841,975	-	1,841,975	-	-	-	-	-	-	1,841,975	-	1,841,975
ARPA*	-	-	-	939,000	-	939,000	-	-	-	-	-	-	939,000	-	939,000
FY2023 General Fund Surplus*	-	-	-	512,000	-	512,000	-	-	-	-	-	-	512,000	-	512,000
TOTAL	$ 22,528,450	$ 8,937,235	$ 13,591,215	$ 35,692,975	$ 8,351,899	$ 27,341,076	$ 1,500,000	$ -	$ 1,500,000	$ 3,200,000	$ 1,563,106	$ 1,636,894	$ 62,921,425	$ 18,852,240	$ 44,069,185

*Budget amendment and increase of $3.2 million approved by City Council on November 15, 2023

Attachment: FY2024 Measure O Audit and Expenditure Reports (Annual Report of the Measure O

Citizens' Bond Oversight Committee
Civic Center Improvements
Fiscal Year 2024-25
YTD as of March 5, 2025

Expenditures	Library	Police Building	FF&E	Shared	Total	Description
Personnel Costs						
Senior Project Manager	$ -	$ -	$ -	$ 154,194.94	$ 154,194.94	Includes salary and benefits
Assistant Engineer	-	-	-	-	-	Includes salary and benefits
Total Personnel Costs	$ -	$ -	$ -	$ 154,194.94	$ 154,194.94	
Professional Services						
Lathrop	$ 4,269,362.54	$ 6,760,630.67	$ -	$ -	$ 11,029,993.21	Construction
Jayson Architechture	148,404.28	-	-	-	148,404.28	Construction Administration
LPA Inc	-	376,341.80	-	-	376,341.80	Construction Administration
Griffin Structures	-	-	-	381,699.72	381,699.72	Construction Management & Constructability Review
Ninyo & Moore	161,308.63	171,584.50	-	-	332,893.13	Material Testing & Inspection
Travis Howell	9,250.00	-	-	-	9,250.00	Hazardous Materials Testing
Stanley Gordon Cooper	-	6,850.00	-	-	6,850.00	Consulting Services - Schematic Plan Review - PD
West Coast Code Consultants Inc	16,243.64	21,072.94	-	-	37,316.58	Building Inspection Service
Monarch Consulting Arborist	3,850.00	-	-	-	3,850.00	Tree Protection Inspection
Miscellaneous	3,121.43	67.15	-	290.90	3,479.48	Phone Service for Project Manager & Tool Replacement
BKF Engineers	6,681.75	-	-	-	6,681.75	Preparation of Easment Documents
Landscape Architects	-	-	-	700.00	700.00	License Renewal
West Coast Arborists	7,699.00	-	-	-	7,699.00	Tree Removal Services
Silicon Valley Paving	-	-	-	31,753.48	31,753.48	Sidewalk Replacement
Total Professional Services	$ 4,625,921.27	$ 7,336,547.06	$ -	$ 414,444.10	$ 12,376,912.43	
Total FY2024-25 Expenditures	**$ 4,625,921.27**	**$ 7,336,547.06**	**$ -**	**$ 568,639.04**	**$ 12,531,107.37**	

Project Summary					
Total Budget	$ 22,528,450.00	$ 35,692,975.00	$ 1,500,000.00	$ 3,200,000.00	$ 62,921,425.00
Total Expenditures	13,563,156.09	15,688,445.78	-	2,131,745.30	31,383,347.17
Remaining Budget	$ 8,965,293.91	$ 20,004,529.22	$ 1,500,000.00	$ 1,068,254.70	$ 31,538,077.83

Attachment: FY2024 Measure O Audit and Expenditure Reports (Annual Report of the Measure O

Citizens' Bond Oversight Committee
Civic Center Improvements
Summary by Fiscal Year

Project Summary					
	Library	Police Building	FF&E	Shared	Total
Total Budget	$ 22,528,450.00	$ 35,692,975.00	$ 1,500,000.00	$ 3,200,000.00	$ 62,921,425.00
FY 2019-20 Expenditures	22,909.30	30,634.75	-	219,253.33	272,797.38
FY 2020-21 Expenditures	588,562.10	769,586.20	-	215,304.30	1,573,452.60
FY 2021-22 Expenditures	632,944.12	995,419.76	-	156,736.30	1,785,100.18
FY 2022-23 Expenditures	189,698.10	138,867.87	-	349,595.33	678,161.30
FY 2023-24 Expenditures	7,503,121.20	6,417,390.14	-	622,217.00	14,542,728.34
FY 2024-25 Expenditures	4,625,921.27	7,336,547.06	-	568,639.04	12,531,107.37
Remaining Budget	$ 8,965,293.91	$ 20,004,529.22	$ 1,500,000.00	$ 1,068,254.70	$ 31,538,077.83

Attachment: FY2024 Measure O Audit and Expenditure Reports (Annual Report of the Measure O

CITIZENS' OVERSIGHT COMMITTEE
MEASURE O MINUTES

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

Attachment: Annual Meeting Minutes 03-11-25 (Annual Report of the Measure O Citizen's Oversight Committee)

SPECIAL MEETING OF THE CITIZENS' OVERSIGHT COMMITTEE (COC)
MEASURE O GENERAL OBLIGATION BONDS
Tuesday, March 11, 2025 4:00 p.m.
City Hall Council Chamber – 70 N. First Street

This Citizens' Oversight Committee meeting was conducted pursuant to provisions of the Brown Act.

CALL TO ORDER

The Citizens' Oversight Committee of the City of Campbell convened in special meeting on March 11, 2025.

ROLE CALL AND ESTABLISHMENT OF QUORUM

Attendee Name	Title	Status
Paul Russell	Committee Member	Present
Doris Quai Hoi	Committee Member	Present
Steven Saunders	Committee Member	Present
Anne Souza	Committee Member	Present
Al Bito	Committee Member	Present

PUBLIC COMMENTS

There were no public comments.

1. POSITION DESIGNATIONS & ORGANIZATIONAL MATTERS

Recommended Action: Election of Chair (conducts meetings) and Election of Vice Chair (acts in absence of Chair)

Finance Director Fuentes presented a staff report dated March 11, 2025.

Chair Bito called for nominations of Chair.

M/S: Saunders/Bito – To nominate Anne Souza as Chair. The motion was adopted unanimously by roll call vote.

Chair Souza called for nominations of Vice Chair.

Member Bito nominated Doris Quai Hoi as Vice Chair.

Member Quai Hoi declined the nomination.

After discussion, **M/S: Russell/Bito – To nominate Steven Saunders as Vice Chair. The motion was adopted unanimously by roll call vote:**

2. APPROVAL OF MINUTES

Recommended Action: Approve Special Meeting minutes of February 26, 2024
Recommended Action: Approve Special Meeting minutes of October 30, 2024

M/S: Russell/Saunders – To approve the Special Meeting minutes of February 26, 2024 and the Special Meeting minutes of October 30, 2024. The motion was adopted unanimously by roll call vote:

3. FINANCIAL UPDATE

Recommended Action: Accept presentation by staff on Audited Measure O Financial Reports and Expenditure Detail Reports

Assistant Finance Director Vong presented a staff report dated March 11, 2025. The report included information related to the library, Police department and shared cost expenditures in FY 2023-24; remaining budget; and noted that a clean audit was received.

The Committee discussed the staff report presentation and asked general questions related to grant funding sources, additional funding sources such as ARPA; and Bond interest.

After discussion, **M/S: Saunders/Bito – To accept the presentation by staff on Audited Measure O Financial Reports and Expenditure Detail Reports. The motion was adopted unanimously by roll call vote.**

4. ANNUAL REPORT PRESENTATION

Recommended Action: Discuss preparation of Annual Report of the Measure O Citizen's Oversight Committee.

Finance Director Fuentes presented a staff report dated March 11, 2025. He noted he will work with Chair Souza in putting together the presentation to the City Council.

The Committee was supportive of following past practice in the preparation of the Annual Report.

4. SCHEDULE MEETING DATE WITH CITY COUNCIL

Recommended Action: Determine date to present Annual Report of the Measure O Citizen's Oversight Committee to City Council, with potential options of:

a. April 1, 2025
b. April 15, 2025
c. May 6, 2025
d. May 20, 2025

Attachment: Annual Meeting Minutes 03-11-25 (Annual Report of the Measure O Citizen's Oversight Committee)

Finance Director Fuentes presented a staff report dated March 11, 2025. He noted the need to determine a date to present the Annual Report to the City Council and provided potential meeting dates.

The board discussed the proposed dates and stated consensus for April 15, 2025.

M/S: Russell/Saunders – To determine April 15, 2025 as the date to present the Annual Report of the Measure O Citizen's Oversight Committee to the City Council. The motion was adopted unanimously by roll call vote.

5. SCHEDULE NEXT MEETING

Recommended Action: Determine next meeting date, with potential options in February 2025 for next annual meeting.

Finance Director Fuentes presented a staff report dated March 11, 2025. He noted the Committee is required to meet at least once per year.

The Committee requested a future Doodle Poll to confirm the date of the next annual meeting.

Director Fuentes also noted that site tours of Police and Library project sites will be conducted once the projects are closer to their completion dates. (TBD) Site tours may be held on separate dates due to different project timelines.

ADJOURN

Chair Souza adjourned the meeting at approximately 4:30 p.m.

APPROVED:

ATTEST:

Anne Souza, Chair

Andrea Sanders, Recording Secretary

Attachment: Annual Meeting Minutes 03-11-25 (Annual Report of the Measure O Citizen's Oversight Committee)

CITIZENS' OVERSIGHT COMMITTEE MEASURE O MINUTES

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

Attachment: Site Visit Minutes 10-30-24 (Annual Report of the Measure O Citizen's Oversight Committee)

SPECIAL MEETING OF THE CITIZENS' OVERSIGHT COMMITTEE MEASURE O
Wednesday, October 30, 2024 – 3:30 p.m.
Campbell Police Department - City Hall - Lower Level - 70 N. First St.
Campbell Library – 77 Harrison Ave.

This Citizens' Oversight Committee meeting was conducted pursuant to provisions of the Brown Act.

CALL TO ORDER

The Citizens' Oversight Committee of the City of Campbell convened in special meeting on October 30, 2024 at 3:30 p.m.

ROLE CALL AND ESTABLISHMENT OF QUORUM

Attendee Name	Title	Status
Paul Russell	Committee Member	Present
Doris Quai Hoi	Committee Member	Absent
Steven Saunders	Committee Member	Present
Terry Hines	Committee Member	Present
Anne Souza	Vice-Chair	Absent
Al Bito	Chair	Present

STAFF MEMBERS PRESENT

Todd Capurso, Public Works Director
Amy Olay, City Engineer
Will Fuentes, Finance Director
Norite Vong, Assistant Finance Director
Francisco Castellanos, Sr. Public Works Project Manager
Shannon Brangan, Recording Secretary

GUESTS PRESENT

Project Team from Lathrop Construction Associates

PUBLIC COMMENTS

There were no public comments.

1. **IN PROGRESS CONSTRUCTION SITE VISIT – CAMPBELL POLICE DEPARTMENT (Estimated 3:30pm to 4:00pm)**

   Recommended Action: Conduct an in progress construction site visit of the new Campbell Police Department Building.

Senior Public Works Project Manager, Francisco Castellanos introduced members of the project team from Lathrop Construction Associates as well as directed the tour of the Campbell Police Department and provided information related to construction progress on Police Department site.

2. IN PROGRESS CONSTRUCTION SITE VISIT – CAMPBELL LIBRARY (Estimated 4:00pm to 4:30pm)

Recommended Action: Conduct an in progress construction site visit of the remodeled Campbell Library.

Committee members asked various questions on the site visits about operational needs for each building.

No reportable actions were taken.

ADJOURN

Chair Bito adjourned the meeting at 4:43 p.m.

APPROVED:

Al Bito, Chair

ATTEST:

Shannon Brangan, Recording Secretary

Attachment: Site Visit Minutes 10-30-24 (Annual Report of the Measure O Citizen's Oversight Committee)